

Notice of Meeting:

I hereby give notice that an ordinary Meeting of the Regulatory and Hearings Committee will be held on:

Date: Thursday 16 February 2017 and Friday 17 February 2017
Time: 9.30am
Meeting Room: Council Chamber
Venue: Municipal Building, Garden Place, Hamilton

Richard Briggs
Chief Executive

Regulatory and Hearings Committee OPEN AGENDA

Membership

Chairperson: Cr Angela O'Leary

Deputy Chairperson: Cr Leo Tooman

Membership: The Mayor and all Councillors
(The composition of any Regulatory Hearings Committee for quorum purposes to be determined by the Chairperson)

Meeting frequency: As required

Quorum: Three members

Lee-Ann Jordan
Governance Manager

10 February 2017

Telephone: 07 838 6439
Lee-Ann.Jordan@hcc.govt.nz
www.hamilton.govt.nz

Purpose:

1. To conduct fair and effective hearings and make determinations on a range of the Council's quasi-judicial functions under legislation and other matters as referred to the Committee.
2. To convene and coordinate Task Force groups on matters referred by other Committees.

The Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

1. Hear and determine any statutory or regulatory hearings under relevant legislation unless otherwise delegated by Council, including (but without limitation):
 - objections under the Dog Control Act 1996;
 - matters regarding drainage and works on private land under the Local Government Act 1974 and Local Government Act 2002;
 - proposals for temporary closure of any road.
2. Consider and determine changes to the registers and parking restrictions in the Traffic Bylaw 2015, including hearing any submissions relating to those proposed changes.
3. Hear and determine matters arising under current bylaws, including applications for dispensation from compliance with the requirements of bylaws, unless such matters are otherwise delegated by Council.
4. Hear and determine other matters that require hearings or submissions, as referred by Council or other Committees.
5. To convene Task Force groups and carry out the terms of reference approved and referred by Council or other Committees.

The Committee is delegated the following powers to act:

- Approval of matters determined by the Committee within its Terms of Reference.
- Approval of activities and expenses relating to Task Force groups consistent with their terms of reference and approved Task Force group budget.

The Committee is delegated the following recommendatory powers:

- The Committee may make recommendations to Council.
- The Committee may make recommendations to Committees.

Special Notes:

- The Committee may request expert advice through the Chief Executive when necessary.
- The Committee may appoint additional members for hearings where the relevant terms of reference specify the requirement for expert or external representation.

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1 Apologies

2 Confirmation of Agenda

The Committee to confirm the agenda.

3 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

Committee: Regulatory and Hearings
Committee

Date: 16 February 2017

Report Name: Rubbish and Recycling Public
Engagement

Author: Emily Botje

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Waste Management and Minimisation Plan</i>
Financial status	<i>Budget allocated: \$90,000 Spent: \$40,000</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Council's Significance Policy, a decision to receive the submissions and hear submitters in support of their submission is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. To inform Elected Members regarding the:

- submissions received during the public engagement on rubbish and recycling services and,
- list of submitters who wish to speak in support of their submissions.

3. Executive Summary

4. During the period from 17 October to 30 November 2016, Council carried out public engagement to understand the community's views of the proposed kerbside rubbish and recycling kerbside service options.

5. During this period 2973 submissions were received. Of these:

- 84 per cent indicated that they wish to change to wheeled bins and more recycling options
- 67 per cent prefer to have their recycling collected fortnightly
- 64 per cent prefer to have their glass collected separately from the other recyclables
- 76 per cent would like to see a kerb food waste collection service provided.

6. 100 submitters wish to speak in support of their submission.

7. Recommendation from Management

That the report is received

8. Attachments

9. There are no attachments for this report.

10. Key Issues

11. Background
12. Council's long term (17 year) contract for rubbish and recycling services ends on 30 June 2019. A draft business case has been prepared to ensure this core service continues to meet the needs of the city. This business case considers 24 different service options for the city.
13. The following link gives access to the draft business case and appendices:
<http://www.hamilton.govt.nz/our-council/meetings-and-minutes/Pages/default.aspx>
14. At its meeting of [20 September 2016](#) the Finance Committee approved public engagement regarding rubbish and recycling from 17 October to 30 November 2016.
15. On [13 December 2016](#) Council resolved that the Regulatory and Hearings Committee will hear submissions from the rubbish and recycling public engagement in February 2017.
16. Consultation
17. The Statement of Proposal for the public engagement can be found here:
<http://fightthelandfill.co.nz/assets/uploads/2016/10/Statement-of-Proposal-waste-review-web.pdf>
18. Submitters were asked four questions in relation to bags or bins, these are summarised below.
- Which is your preferred option?
 - current service of black bags and existing recycling option
 - change to wheeled bins and more recycling options
 - The household rubbish bin and food waste bin are planned to be collected weekly. How often would you like your recycling bins collected?
 - weekly
 - fortnightly
 - A separate crate for glass?
 - I would like the service to have a separate recycling crate for glass
 - I would like the service to collect glass in my recycling bin
 - Food waste includes all food items including meat, peelings, bones, etc. Do you think a weekly food collection should be part of the service?
 - Yes
 - No
19. Over the six week public engagement period 2973 submissions were received.
20. Public engagement consisted of:
- Have your say submissions (69% on-line, 31% paper)
 - In person engagement at events and locations throughout the city included nine community meetings, five events/markets, six supermarkets and six libraries.
21. The following table provides a summary of the results.
Full copies of submissions can be found at this link: <http://www.hamilton.govt.nz/our-services/refuse-and-recycling/Pages/default.aspx>

Preferred Option	Number	%
Retain current service of black bags and limited recycling option	419	15%
Change to wheeled bins and more recycling options	2349	84%
Not answered	25	1%
How often respondents want their recycling collected:	Number	%
Weekly	860	31%
Fortnightly	1862	67%
Not answered	71	3%
Glass - how many respondents would like	Number	%
Separate crate for glass	1784	64%
Recycle the glass in the recycling bin	928	33%
Not answered	81	3%
Food Waste - how many respondents would like	Number	%
A food waste service	2114	76%
No food waste service	610	22%
Not answered	69	2%

22. Submitters were also provided opportunity to raise any issues, of the 2973 submissions received 970 made comments. A summary of these comments by theme is provided in the table below.

Key comments made by submitters	Number of times comment made	Frequency of comment in total comments
Very supportive	248	27%
No space on property	103	11%
Promote home composting	39	4%
Smelly bins	63	7%
Suggested service option	54	6%
Too many bins	37	4%
Don't change	34	4%
Mobility issues	73	8%
Bins left on street verge	19	2%
Garden waste collection	33	4%
Education	67	7%
Business recycling	8	1%
Enforcement	13	1%
Cost	66	7%
Already composting	35	4%
Heavy bin	5	1%
Bins blowing over	8	1%
Provide bin cleaning service	7	1%
Adopt Christchurch model	13	1%
Notification of hearing	1	0%
Total	926	

23. 100 submitters have indicated at the time of submission that they wished to speak in support of their submission.

24. Next Steps

25. Growth and Infrastructure Committee Meeting March 2017

26. The Growth and Infrastructure Committee will receive the following:

- public engagement deliberations report
- finalised business case for rubbish and recycling services
- outcome of the Request for Expressions of Interest from potential service providers.

27. The Committee will be asked to make a decision on the preferred service for Hamilton to enable the second stage of the procurement process to take place.

28. Contractor Procurement

29. Contract procurement commenced with a Request for Expressions of Interest. This request was publically notified on 25 February 2017 and closes 22 March 2017. This process will identify potential service providers who have the ability to provide services in Hamilton. It does not bind Council to any particular service type or provision.

30. At the Growth and Infrastructure Committee meeting in March staff will present the shortlisted list of preferred contractors to take forward to the next stage of procurement.

31. The second stage of procurement will commence following approval of the Business Case and results of the Request for Expressions of Interest. This stage will include a Request for Proposals from shortlisted contractors.

32. The procurement process must be completed by December 2017 to ensure a contractor is able to commence service on 1 July 2019. An 18 month lead in time is required.

33. Financial and Resourcing Implications

34. The budget allocated for the public engagement was \$40,000, and has been spent. Works included billboards and billstickers, bus backs, banners (Victoria Street), on-line advertisement, radio and print adverts, video's, design and printing. Facebook and Twitter were also used at no cost. The budget was funded from the Waste Levy.

35. The public engagement process has been facilitated by staff within existing staff resources. Upon completion of the Hearings and report to the Growth and Infrastructure Committee it is estimated that 500 staff hours (estimate \$50,000 staff cost at \$100 per hour) will have been used on this public engagement.

36. Risk

37. None. The Regulatory Hearings Committee has been delegated responsibility to hear these submissions.

Signatory

Authoriser	Chris Allen, General Manager City Infrastructure Group
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