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4. PROPOSED REGIONAL WASTE MINIMISATION PROJECTS 2011/12

General Manager responsible:	General Manager, City Environment, DDI 941-7305
Officer responsible:	Water and Waste Manager
Author:	Zefanja Potgieter, Senior Resource Planner

PURPOSE OF REPORT

1. To propose regional waste minimisation projects for 2011/12.

SUMMARY

2. The following projects are proposed for consideration by the Committee, amounting to \$99,415 out of a budget of \$110,000.

Project	Service Provider	Budget \$
Compost product development (last year out of a 5 years project)	Crop and Food Research	30,000
Business resource efficiency: Completion of 2010/11 projects	Target Sustainability	11,600
Business resource efficiency: New projects	Target Sustainability	23,500
Free Materials Service	Target Sustainability	4,000
E-Scrap recycling	Timaru District Council/Metalcorp	19,915
E-Book	Timaru District Council	14,450
Commercial organics collection – Feasibility study	Ashburton District Council/Consultant	6,400
Remote rural transfer stations	Selwyn District Council	Nil
Unspent/Contingencies		10,585
TOTAL		110,000

3. **Compost Product Development**

It is proposed that the Committee complete its five year commitment to this project and approve **\$30,000**.

See the report on this agenda on 2010 -2011 projects for a status report on this project.

4. **Business Resource Efficiency: Target Sustainability Services**

The Christchurch City Council Target Sustainability services provide free resource efficiency consultancy to Christchurch businesses to assist them to reduce waste and to be energy and water efficient. Waste audits, energy assessments and water audits are conducted at the business member site. The business member receives resource efficiency recommendations and an action plan. At the end of the project, which normally takes approximately 18 months from when the business member starts the project, a business member case study is produced detailing what resource efficiency initiatives were implemented.

Information about Target Sustainability and case studies can be viewed at www.targetsustainability.co.nz

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The Target Sustainability Services have been expanded into the Waimakariri, Selwyn, Timaru and McKenzie Districts through funding from the CWJC. Funding for this financial year is to complete the work with current business members and to recruit and work with new business members in the Ashburton District.

Current business members: Complete the work with the current eight business sites in Canterbury (Timaru, McKenzie and Waimakariri Districts): **\$11,600.**

New business members for 2011/12: Recruit and work with up to four new business members in the Ashburton District. **\$23,500.**

5. Free Materials – web based waste exchange

Free Materials www.freematerials.co.nz is an automated system enabling registered suppliers and collectors to supply and collect re-usable materials.

- (a) The service is available to businesses, education providers, charities, community groups and local or national government organisations. It is not available for individuals.
- (b) All materials must be supplied free. Collectors may not on-sell material collected.
- (c) Collectors contact the supplier expressing an interest in collecting amounts of material. Suppliers choose from up to three potential collectors. Suppliers can re-list their materials.
- (d) Suppliers are required to record each collection on the website.
- (e) The following materials are prohibited from this service: hazardous materials, carpet, liquids, compost / manure, non-operational electronic equipment.

The \$4,000 is the remaining cost from a two year programme for contributions from the following seven districts to use the Free Materials service for 10 months through to 30 June 2012: Kaikoura District Council, Hurunui District Council, Waimakariri District Council, Selwyn District Council, Ashburton District Council, Timaru District Council, McKenzie District Council.

6. E-Scrap

Project	E-SCRAP RECYCLING
Total Cost	Year 2 \$19,9150 GST exl
Time Frame	2011/12 is the second year of a two year project.
Region	Year 2 – Canterbury-wide rollout
Supervisor	Ruth Clarke, Timaru District Council
Outline	To evaluate the Timaru trial and roll-out the infrastructure and advertising across Canterbury.
Deliverables	Infrastructure for collection systems Dissemination and editing of generic media

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Costs Breakdown Year 2	Fadge holders	1,950
	Woolsack	180
	Kleensakholder	2,009
	Shelves	2,340
	Tables	10,000
	Table signage	4,500
	Crates	450
	Editing of generic media	2,000
TOTAL		\$23,429

7. E- Book

Project	E-BOOK
Total Cost	\$14,600 GST exl
Time Frame	June 2011 to July 2012
Supervisor	Ruth Clarke and Briony Woodnorth, Timaru District Council
Region	CWJC region wide
Outline	<p>To add links for other councils in Canterbury, to each of their Solid Waste web pages .</p> <p>Format pages for a more interesting look-add graphics, images and change font colour and sizes.</p> <p>E-book Hosting</p> <p>Add more information, particularly educational resources.</p>
Benefits	<p>Ease of access to information about waste that is relevant to the entire district, instead of searching each Council's website.</p> <p>A brief survey of the 9 Councils shows real gaps in information provided to communities. This project would consolidate and update all information.</p> <p>A large range of generic information can be presented in an attractive on-line format. This saves duplication of effort to produce similar information, has a one-off set up cost, and would mean we are all 'reading from the same page', as it were. The book can be expanded as required.</p> <p>The only pages each Council would be responsible for updating would be the ones relevant to each district (fees, charges, opening</p>

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	<p>hours etc), and as this is already done annually, it would require no extra work.</p> <p>Video links can also be added along with graphics and animation to enhance information.</p> <p>The E-Book can be an educational tool for schools.</p> <p>It can link to a range of websites offering more detailed information.</p>																		
Deliverables	<p>E-book hosting</p> <p>All councils linked in to the E-book</p> <p>Better graphic design element</p> <p>More information.</p>																		
Costs Breakdown	<p>GST ECLUSIVE</p> <table> <tr> <td>Add links for councils</td> <td>\$3,000</td> </tr> <tr> <td>Add 5 videos</td> <td>\$600</td> </tr> <tr> <td>Reformat pages (edits and restyle, add graphics)</td> <td></td> </tr> <tr> <td>Currently 88 pages</td> <td>\$8,000</td> </tr> <tr> <td>Add children's information section</td> <td></td> </tr> <tr> <td>More information –layout (20 pages)</td> <td>\$1,000</td> </tr> <tr> <td>More information-production (20 pages)</td> <td></td> </tr> <tr> <td>(if contracted)</td> <td>\$2,000</td> </tr> <tr> <td>TOTAL</td> <td>\$14,600</td> </tr> </table>	Add links for councils	\$3,000	Add 5 videos	\$600	Reformat pages (edits and restyle, add graphics)		Currently 88 pages	\$8,000	Add children's information section		More information –layout (20 pages)	\$1,000	More information-production (20 pages)		(if contracted)	\$2,000	TOTAL	\$14,600
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Other info	<p>Annual hosting cost is \$50. 2011/12 has been prepaid</p> <p>TDC will pay this annual cost on an ongoing basis.</p> <p>TDC will be provided with both high and low resolution PDF files for backup.</p> <p>To make even a basic amendment requires a series of processes and renderings. The rendering and file transfers take longer given the size, complexity and video content.</p> <ol style="list-style-type: none"> 1. Locating and opening design file 2. Make the change/addition 3. Render to compatible file, 4. Importing new file into dedicated software 5. Testing and previewing 6. Upload to site. <p>The above process takes roughly 60-minutes (without design). Design time is additional.</p>																		

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8. Commercial Organics Collection

Project	Feasibility Study for Commercial Organics Collection in Ashburton
Total Cost	<p>Year 1</p> <p>Administration/Supervision met by Ashburton</p> <p>Consultant's costs –</p> <p>Feasibility Study</p> <p>(approx 40 hours @ \$80.00 pr hr) \$3,200</p> <p>Issues and Options report \$3,200</p>
Time Frame	One year project.
Region	<p>Year 1 – Feasibility Study for the Ashburton District</p> <ul style="list-style-type: none"> – Issues and options report to recommend suitable services and technology for the Ashburton district – The issues faced by the Ashburton district regarding commercial organics collection are similar in other Canterbury districts and the recommendations from the above report would have potential to be applied in those areas.
Supervisor	Cheryl Coombs Ashburton District Council
Outline	<p>Ashburton District Council does not currently have services or facilities available for the collection and suitable processing of commercial organic material. We have a number of businesses within the district including supermarkets, meat and seed processing plants, hotels, ski resorts and a ski field that potentially contribute considerable tonnage of organic materials to Kate Valley landfill each year.</p> <p>We propose to engage a suitable consultant to carry out a feasibility study on the issues and options available for collection and processing of organic material in the Ashburton District. We envisage that the outcomes of the feasibility study will form the basis of an issues and options report with a recommendation for the most appropriate service and technology.</p> <p>This project could provide a commercial organics collection solution for businesses in the Ashburton district. This directly links to the objective of the Target Sustainability programme currently funded by the committee to reduce business waste being sent to landfill.</p>
Deliverables	<ul style="list-style-type: none"> • Feasibility study completed • Issues and options report completed with recommendations

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Costs	Consultant	\$6,400
	Staff Cost	met by ADC
	TOTAL for CWJC	\$6,400 excluding GST

9. Remote Rural Transfer Stations

Selwyn District Council gets requests to offer refuse, recycling and organic collections to parts of the district that do not have access to them already. This is a common theme for rural councils that have a large area to service with a dispersed population often in small remote townships.

But how to provide this service? It is usually a balance between the services you can provide versus the cost to provide that service. The costs can be quite complex, as sometimes you can spread the costs across the community, but how does one apportion costs fairly and how far does one go to provide services for the few?

Selwyn District Council wants to provide a good service that gives the people the opportunity to minimise their waste being sent to landfill.

This project will be desktop based and will be carried out by Gavin Sole with input from Chris Hopman. There will be no consultants required for this project. The project will include the following:

- (a) A survey of similar councils throughout New Zealand using:
 - (i) WasteMINZ members
 - (ii) Phone contact
- (b) The survey will include:
 - (i) Services provided
 - (ii) Approximate costs
 - (iii) Feedback from council staff on the advantages/disadvantages of providing or
 - (iv) Not providing the service
 - (v) Customer satisfaction
- (c) A report outlining the results from the survey.
- (d) Start September 2011.
- (e) Finish February 2012.

STAFF RECOMMENDATION

That the Committee approves the projects identified in the report for the 2011/12 year.