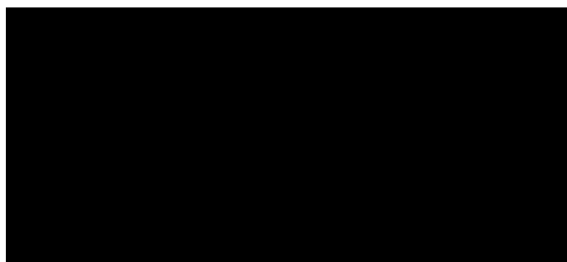


Euan Kyle

From: Philip Matthews
Sent: Wednesday, 13 May 2020 7:51 AM
To: Euan Kyle
Subject: FW: LGOIMA Request

From: Contact
Sent: Tuesday, 12 May 2020 8:53 p.m.
To: Corporate Records
Subject: LGOIMA Request

Name
Organisation
Address
Telephone
Mobile
Email



Response By
Information
requested

Email

Information is requested covering the closure of the Silverstream Landfill to the general public during Covid-19 Level 3 and 4 with particular reference to any efforts / consideration made to keep access available during this time. Information requested should include communication with third parties, emails, meeting minutes, records of telephone conversations. High level costings of any alternatives considered should be included.

File upload
Urgency
Reason

Invisible
CAPTCHA

2020-05-12 20:48:05|

Euan Kyle

From: Euan Kyle
Sent: Wednesday, 13 May 2020 10:49 AM
To: [REDACTED]
Subject: RE: LGOIMA Request

13/05/2020

[REDACTED]

Dear [REDACTED]

REQUEST FOR INFORMATION - LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987: ACKNOWLEDGEMENT OF REQUEST

I am writing to acknowledge receipt of your official information request dated 12 May 2020 for information regarding the closure of the Silverstream Landfill.

We received your request on 13 May 2020. Given the current Covid-19 pandemic and the steps taken to mitigate it we will be endeavouring to respond to your request as soon as possible. However in some cases we may need to ask for an extension of the timeframe or further clarification to ensure we are responding efficiently and correctly. If this is the case we will keep in contact with you throughout the process and advise you of this.

If you have any queries, please feel free to contact me at ewan.kyle@huttcity.govt.nz. If any additional factors come to light which are relevant to your request, please do not hesitate to contact us so that these can be taken into account.

Yours sincerely,

Euan Kyle
Senior Advisor, Official Information and Privacy

Hutt City Council, 30 Laings Road, Private Bag 31912, Lower Hutt 5040, New Zealand
T 04 570 6702 W www.huttcity.govt.nz

Euan Kyle
Senior Advisor, Official Information and Privacy

Hutt City Council, 30 Laings Road, Private Bag 31912, Lower Hutt 5040, New Zealand
T 04 570 6702, M 022 4155438, W www.huttcity.govt.nz

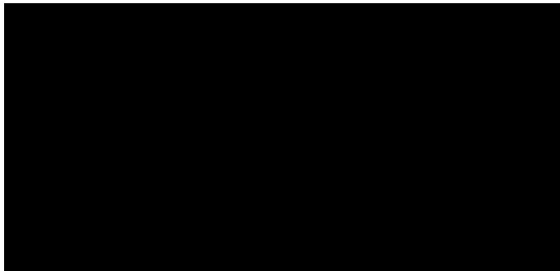


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From: Philip Matthews
Sent: Wednesday, 13 May 2020 7:51 AM
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Name
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Response By Email

Information requested Information is requested covering the closure of the Silverstream Landfill to the general public during Covid-19 Level 3 and 4 with particular reference to any efforts / consideration made to keep access available during this time. Information requested should include communication with third parties, emails, meeting minutes, records of telephone conversations. High level costings of any alternatives considered should be included.

File upload

Urgency Reason

Invisible CAPTCHA 2020-05-12 20:48:05|

Euan Kyle

From: Toni Stevens
Sent: Thursday, 11 June 2020 12:43 PM
To: Euan Kyle
Cc: Dave Dews; Helen Oram
Subject: FW: Scan-to-Me from 10.19.11.5 2020-06-11 123145
Attachments: Scan-to-Me from 10.19.11.5 2020-06-11 123145.pdf

Attached is OIA to [REDACTED] regarding Silverstream Landfill operation during Covid-19 alert Levels 3 and 4.

I have put it in tonight's mail.

The letter to [REDACTED] is on TRIM but not the attachments.

Toni

From: Toni Stevens
Sent: Thursday, 11 June 2020 12:32 PM
To: Toni Stevens
Subject: Scan-to-Me from 10.19.11.5 2020-06-11 123145

11 June 2020



Dave Dews
Environment and Sustainability
021686749
Dave.dews@huttcity.govt.nz
Our reference:82948.018

Dear [REDACTED]

Request for Information – Local Government Official Information and Meetings Act 1987

We refer to your official information request dated 12 May 2020 for information requesting covering the closure of the Silverstream Landfill to the general public during Covid-19 Level 3 and 4 with particular reference to any efforts/consideration made to keep access available during this time.

The information you have requested is below.

1.Assessment of keeping access for domestic waste at Silverstream Landfill
Alert level 4

Following the NZ Government's announcement that Covid-19 alert level 4 would be implemented from 11:59pm on 25 March 2020. Hutt City Council's Solid Waste Manager, its Landfill Consultants (Tonkin and Taylor) and the landfill operator, Waste Management, as to how it could keep access to Silverstream Landfill available to the public the extent possible while also complying with the Government's guidelines.

The Government's guidelines provided that businesses must close except for "essential services". Essential services needed to implement the highest level of protection for workers and the public, including ensuring appropriate health, hygiene and safety measures are in place. An assessment of landfill operations against the Government's requirements was undertaken and the outcome copied below.

Requirement	Source of requirement	How this can be satisfied for commercial account holders drop offs	Why this cannot be satisfied for domestic drop offs
People are instructed to stay home in their bubble other than for essential personal	https://covid19.govt.nz/alert-system/covid-19-alert-system/#alert-level-3-%E2%80%93-restrict	Account holders will be dropping off waste as part of their work, rather than as	Domestic waste drop off is personal movement. It is not essential given there are alternative means for domestic waste to be

Requirement	Source of requirement	How this can be satisfied for commercial account holders drop offs	Why this cannot be satisfied for domestic drop offs
<p>movement – including to go to work, school if they have to or for local recreation</p>		<p>‘personal’ movement.</p>	<p>collected. I.e. Via regular weekly kerbside collection or if urgent, an application can be made for the Council to arrange for collection by Waste Management.</p>
<p>Businesses can open premises, but cannot physically interact with customers.</p> <p>Physical distancing of two metres outside home (including on public transport), or one metre in controlled environments like schools and workplaces</p>	<p>https://covid19.govt.nz/alert-system/covid-19-alert-system/#alert-level-3-%E2%80%93-restrict</p>	<p>Account holders pay through their existing account which negates the need for kiosk payment interaction.</p> <p>Account holders regularly drop off waste and are unlikely to require landfill staff assistance to do so.</p>	<p>Domestic drops off would likely require physical interaction with customers. For example, payment would need to be taken at the kiosk which requires some physical interaction.</p> <p>Domestic disposers may be less familiar with how and where to dispose of waste and are more likely to require the direction/assistance and contact of landfill staff.</p>
<p>Businesses can only use or establish drive-through facilities if they can meet the public health requirements. This would include ...contact tracing</p>	<p>https://www.business.govt.nz/covid-19/workplace-operations-covid-19-alert-levels</p>	<p>All account holder contact detail records are held. Contact tracing would be achievable should the need arise.</p>	<p>Obtaining sufficient identification records of each domestic drop off disposer may require some physical interaction with kiosk staff to get names and contact phone numbers etc correct.</p> <p>Recording number</p>

Requirement	Source of requirement	How this can be satisfied for commercial account holders drop offs	Why this cannot be satisfied for domestic drop offs
			plates will not necessarily ensure that timely contact tracing is possible should it be needed. For example, the car may not be registered or contact details for the owner may not be up to date.
Limit visitors to site where ever possible.	New Zealand COVID-19 Construction Protocols T produced by Construction Health and Safety New Zealand (CHASNZ) in collaboration with government agencies, WorkSafe, Construction Sector Accord member groups and client organisations https://www.chasnz.org/covid19	There are a known and limited number of account holders.	There would likely be a large number of domestic disposers who would seek to drop off waste if permitted.

To achieve the Government’s requirement in respect of landfill operation HCC decided to:

- Continue to accept waste drop offs at the landfill from existing commercial users (account holders) only (for example waste collection companies);
- Close the landfill for all other drop offs;
- Close the Earthlink recycling facility;
- Continue to collect household waste (e.g curbside collection) as normal.
- Set up an application system which allowed for assessment and possible collection by Waste Management of any other urgent domestic waste (either putrescible or a threat to human health if not disposed of); and

This information was made available on Hutt City Council’s face book page, website and any email enquiries were responded to individually. Signage was also erected at the Landfill entrance.

Alert level 3

Following the NZ Government’s announcement that Covid-19 alert level 3 would be implemented from 11:59pm on 27 April 2020, Hutt City Council (HCC) made further assessments in consultation with the landfill operator, Waste Management, as to how it could keep access to Silverstream Landfill available to the public the extent possible while also complying with the Government’s updated guidelines.

The government’s guidelines provided that:

- Businesses can open premises, but cannot physically interact with customers
- Businesses can only use or establish drive-through facilities if they can meet the public health requirements, including contact tracing.
- Limit visitors to site where ever possible.

To achieve this, HCC decided to open Silverstream landfill's operation further as follows:

- As of 4 May 2020, applications were accepted from non-account holders for the disposal of general, commercial solid waste to Silverstream Landfill during Covid-19 alert level 3. The application required the provision of the disposer's contact details for contact tracing purposes, should it be required.
- Access for domestic waste drop offs to Silverstream landfill was provided on two consecutive Sundays (10th and 17th of May). Payment was only be accepted by Paywave credit or debit cards and physical distancing of at least 2 m was required at all times.

This Covid-19 alert level 3 information was made available on Hutt City Council's face book page and website. In addition, an email was circulated to members of the public who had enquired by email about domestic waste disposal during alert level 4.

2. Communications

We enclose copies of relevant attachments.

3. Costings

No high level costings undertaken of the impact of limiting access to the landfill.
We trust that this provides the information that you are seeking.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

If you wish to discuss this decision with us, please feel free to contact [details of contact person].

Yours sincerely



Dave Dews

SOLID WASTE MANAGER

Update to Silverstream landfill waste disposal:

In response to the evolving Covid-19 situation, the following changes are required to Silverstream landfill's operation.

From 25 March 2020:

- 1 Hutt City Council's Silverstream landfill is not be accepting domestic waste drop offs.
- 2 The landfill be closed on Saturday afternoons and all Sunday

The Earthlink recycling facility at Silverstream is now closed.

However, if you are not an existing account holder **and** need to urgently dispose of waste which is:

- of a quantity that is not suitable for general curbside collection; **and**
- is either putrescible or a threat to human health if not disposed of,

please email wlg@tonkintaylor.co.nz with a description of the waste, the waste volume, the extent to which the waste is in solid form, whether the waste contains anything hazardous or leachable.

Please be assured that:

- Street and city collections of household waste and recyclables (e.g curbside collection) will operate as normal.
- Waste will continue to be accepted at the landfill from existing account holders.

1.1 Silverstream Landfill

At Alert level 3 (from 28 April 2020):

- The Earthlink recycling facility at Silverstream remains closed.
- The landfill is closed on Saturday afternoons and all Sunday.
- **Domestic waste**
 - Hutt City Council's Silverstream landfill is not accepting domestic waste drop offs. The interaction required (including payment at the kiosk and identity recording should contact tracing be required) poses too great a health risk to both domestic disposers and landfill staff under Covid19 Alert Level 3. This approach is consistent with other city councils in the Region.
 - We encourage you to dispose of domestic waste via Council rubbish bags (which can be purchased at the supermarket) for weekly kerbside waste collection or using wheelie bins from another provider.
 - If you need to urgently dispose of domestic waste which is of a quantity that is not suitable for general kerbside collection **and** is either decaying or a threat to human health, please email: wlg@tonkintaylor.co.nz
- **Commercial waste**
 - Existing commercial account holders can still take waste to the landfill Disposal by existing account holders does not require direct contact with landfill staff. Contact details of all account holders are already recorded should contact tracing be necessary.
 - If you are not an existing account holder, you may arrange through a commercial operator to obtain for a bin to be dropped to you for later collection. Commercial operators include:
 - Abbott Bin Hire Ltd (www.abbottbinhire.co.nz)
 - Bin Hire Upper Hutt Ltd (binhireupperhutt.co.nz)
 - Bin Waste Ltd (www.binwaste.co.nz)
 - Low Cost Bins (lowcostbins.co.nz)
 - Waste Management (www.wastemanagement.co.nz)
 - Woods Waste (woodswaste.co.nz)
 - [REDACTED]
 - [REDACTED]

1.2 Wainuiomata Cleanfill

At Alert level 3 (from 28 April 2020):

- Existing commercial account holders can still take cleanfill material to Wainuiomata Cleanfill. Please contact dimac@dmac.co.nz for more information.

Comment [NP1]: I have not yet had confirmation from these companies as to whether they are ok to be listed on HCC's website



An Alert Level 1 update is now available with some facilities and services still being evaluated. Fu

You are here: [Home](#) > [Services](#) > [Rubbish and recycling](#) > [Disposing of your waste](#)

Disposing of your waste

We're all responsible for disposing our rubbish with the environment in mind.

On this page:

- ⇒ [Weekly rubbish collection](#)
- ⇒ [When will my rubbish be collected?](#)
- ⇒ [What rubbish bags do I use?](#)
- ⇒ [How to safely use Council rubbish bags](#)
- ⇒ [Household recycling](#)
- ⇒ [Garden waste](#)
- ⇒ [Whiteware and electronics](#)
- ⇒ [Fridges and freezers](#)
- ⇒ [Hazardous waste](#)
- ⇒ [Silverstream Landfill](#)
- ⇒ [Disposing of listed special waste](#)

Weekly rubbish collection

We offer a weekly kerbside collection service for household waste. You'll need to use an official Hutt City Council rubbish bag or it won't be collected.

Setting up a new build residence or are you new to the area? [Get in touch with us](#) so we can add your property to our rubbish collection list.

You can choose to contract your own provider for rubbish collection instead. This involves rubbish bins that are collected weekly. Contact a provider in the area for pricing and collection times.

When will my rubbish be collected?

Make sure your rubbish is correctly bagged and on the kerbside by 7.30am on collection day. Collection days for the five areas are:

Day of the week Suburbs

Monday	Eastbourne, Eastern Bays, Seaview, Gracefield, Waiwhetu, Waterloo, Epuni East, Fairfield, Moera
Tuesday	Petone, Alicetown, Hutt Central, Woburn, Epuni West
Wednesday	Western Hills (excluding Kelson). Includes: Korokoro, Maungaraki, Normandale, Harbour View, Tirohanga and Belmont, Hebden Crescent, Liverton Road, Haywards Hill, Belmont Domain, Manor Park, Boulcott, Avalon
Thursday	Naenae, Taita, Pomare, Stokes Valley
Friday	Wainuiomata, Moores Valley Road, Kelson

What rubbish bags do I use?

You need to use an official Hutt City Council rubbish bag.

You can buy official rubbish bags from:

- Your local dairy or supermarket (prices may vary)
- Council's main building at 30 Laings Road, Lower Hutt

Bags cost:

- \$13.75 for a packet of five
- \$27.50 for a packet of 10
- \$137.50 for a packet of 50 - only available from [our offices](#).

This price covers the cost of collection and landfill disposal.

How to safely use Council rubbish bags

Make sure:

- Your rubbish bag is no heavier than 15kg
- All sharp objects (eg. broken glass) are wrapped in newspaper before you put them in the rubbish bag - otherwise they could injure the rubbish collector.

- You don't dispose of:
 - Hot ashes
 - Unwrapped broken glass
 - Paints
 - Chemicals
 - Liquids
 - Sharp objects (including twigs and branches).

Household recycling

[Kerbside recycling](#) is collected on the same day as the council rubbish collection service. This service is funded by targeted rates, and available to all residential houses.

Items collected as part of this service include aluminium and tin cans, glass bottles and jars, cardboard and paper, and plastics numbered 1 and 2.

Garden waste

Small amounts of green waste can be put into a compost bin. If you have larger quantities that you want converted into compost you can:

- purchase a regular kerbside service for garden waste from [Waste Management NZ](#), or
- take it to [Composting New Zealand](#) at 45 Park Street, Upper Hutt, or
- take it to the [Seaview Transfer Station at 27 Seaview Road](#), Lower Hutt.

Whiteware and electronics

Whiteware and electronics that are in usable condition can be dropped off at the following locations:

- [Earthlink](#): 25 Peterkin Street, Lower Hutt
- [E-Waste Services](#): 26 Waiu Street, Wainuiomata

OfficeMax retailers offer [TechCollect](#), an e-waste collection and recycling programme for certain products. You can drop off items for free at any of their [retail locations](#).

If you're replacing an item, your retailer may take back your old equipment.

Fridges and freezers

Whiteware and other equipment containing refrigerants will need to be degassed prior to recycling or disposal. Many refrigerants are powerful greenhouse gases or have ozone-depleting characteristics, and need special treatment to avoid accidental release.

To ensure your old fridge or freezer is degassed and managed responsibly, you can:

- take it to [Macaulay Metals](#) in 45 Seaview Road, or
- take it to our dedicated drop off point at the Silverstream landfill transfer station (landfill fees apply).

In addition, if you're replacing an item, your retailer may take back your old equipment and take care of its degassing.

Hazardous waste

Don't put [hazardous waste](#) in your black rubbish bag or refuse bin. This includes:

- Motor oil
- Paints and solvents
- Medication, sharps and needles
- Garden and household chemicals
- Gas bottles
- Certain types of batteries.

Silverstream Landfill

- Silverstream landfill will be accepting:
 - Domestic waste drop offs from Sunday 17 May 2020 onwards.
 - General (non-hazardous) commercial waste drop offs from Monday 18 May 2020 onwards.

- Opening hours will be:
 - Mondays to Fridays: 7:30am - 5pm
 - Saturdays: 8am - 5pm
 - Sundays: 9am - 5pm
- You will only be able to pay by card (no cash).
- Physical distancing of at least 2m will be required at all times.
- The Earthlink recycling facility at the Silverstream landfill will be open from Monday 18 May.
- Please do not attend the landfill if you have symptoms of a cold, the flu or Covid19 (including dry cough, temperature or shortness of breath)

Domestic waste disposal - Sunday 17 May onwards

We're expecting that on Sunday 17 May the landfill will be very busy and there may be long queues. If your waste is not urgent, please postpone attending the landfill.

General (non-hazardous) commercial waste disposal - Monday 18 May onwards

From Monday 18 May, the landfill will be open to both account holders and non-account holders to drop off general (non-hazardous) commercial waste.

Hire a bin

You can also arrange for a bin to be dropped off to you for later collection from one of the following commercial operators:

- [Abbott Bin Hire Ltd](#)
- [Bin Hire Upper Hutt Ltd](#)
- [Bin Waste Ltd](#)
- [Low Cost Bins](#)
- [Waste Management](#)
- [Woods Waste](#)

Location

[Silverstream Landfill](#), on Reynolds Bach Drive accessed from Eastern Hutt Road in Silverstream.

Opening hours

Silverstream Landfill is open every day except for Christmas Day, New Year's Day and Good Friday.

Monday to Friday	All year	7.30am - 5pm
Saturday	NZ standard time	8am - 5pm
	Daylight saving time	8am - 6pm
Sunday and public holidays	NZ standard time	9am - 5pm
	Daylight saving time	8am - 6pm
Closed	Christmas Day, New Year's Day and Good Friday	

Cost

View our [landfill costs](#).

Disposing of listed special waste

Special waste needs to be handled, buried, pre-treated or tested before it can be disposed of at the landfill. You need to make an application if you want to dispose of special waste.

What is listed special waste?

- Asbestos
- Commercial products or chemicals
- Empty containers that once had hazardous substances in them
- Commercial, construction and demolition waste
- Industrial and commercial waste

- Commercially sensitive materials that require witness burials
- Dead animals
- Dust, sludge and sewage treatment plant waste
- Bulky items and loads over 10 tonnes.

[How do I dispose of listed special waste?](#)

To dispose of listed special waste you need to:

1. Fill out the [listed special waste disposal declaration form](#) (PDF 244 KB)
2. Let the landfill know at least 24 hours before disposal.
You can contact the landfill by phone on 04 563 6952 or fax 04 563 6038
3. Give your completed form to the landfill kiosk attendant along with the [relevant fee](#).