

Lawrence Yule
Member of Parliament for Tukituki, National Party
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Tēnā koe Mr Yule

I refer to your official information request dated 25 July 2018 for:

"... all information held by MFE or the Minister of Environment on Waste Futures conducted by the Hastings District Council under reference Deed 20978. This request is for all reports, emails and correspondence held by MFE and the Minister of the Environment."

The attached table lists the documents which contain information in scope of your request and notes any OIA provisions that have been applied.

The following documents are to be released in part. Some information is being withheld under section 9(2)(a) of the OIA, to protect the privacy of natural persons. I do not consider that the public interest outweighs the need to withhold this information.

- A single Waste Minimisation Fund (WMF) funding application form and supplementary business plan from Hastings District Council (HDC) applying for funding for the 'Waste Futures' project.
- A letter inviting HDC to Stage II of the WMF process, and the corresponding completed form from HDC confirming their intent to proceed to Stage II.
- A single form and accompanying summary page completed by the Ministry's third party provider that completed due diligence on the 'Waste Futures'.
- Two internal memos, one requesting the approval of the Deed of Funding and the other requesting approval for a Variation to the Deed of Funding.
- A single Deed of Funding, including Annexure 1 – Project Plan, and a Deed of Variation signed by the Ministry and HDC.
- Nine project milestone deliverables submitted to the Ministry and HDC.
- Twenty-four emails and correspondence between the Ministry and HDC.

Please note that where multiple versions of a document were identified we have provided the final version for you as the final version is the most accurate and complete record.

Under section 28(3) of the OIA, 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, please feel free to email me at Shaun.Lewis@mfe.govt.nz

Naku noa, na



Shaun Lewis
Director, Mana Honohono – Partnerships and Investments

List of documents

Document no.	Document date	Content	Decisions	OIA sections applied
1	14 May 2014	Application: Waste Minimisation Fund – Application Form for Project Funding 2014: Hasting District Council – Waste Futures. Also includes supplementary Business Plan	Released in part	S9(2)(a)
2	17 July 2014	Briefing: Fund Management – Waste Minimisation Fund recommendations (14-B-01153)	Released in part	S9(2)(a)
3	31 July 2014	Letter: Waste Minimisation Fund – Invitation to proceed to Stage II	Released in part	S9(2)(a)
4	4 August 2014	Form: Waste Minimisation Fund – Confirmation of intent to proceed form	Released in part	S9(2)(a)
5	5 September 2014	Form: Waste Minimisation Fund – Due Diligence Form	Released in part	S9(2)(a)
6	13 September 2014	Summary Report: Waste Minimisation Fund – Project Summary: Hastings District Council (HDC)	Released in full	N/A
7	27 November 2014	Memo: Approval for Waste Minimisation Fund Deed of Funding with Hastings District Council for the project entitled 'Waste Futures'.	Released in part	S9(2)(a)
8	1 December 2014	Deed: Waste Minimisation Fund Deed of Funding (Deed #20978): Hastings District Council – Waste Futures. Also included the Final Project Plan	Released in part	S9(2)(a)
9	31 May 2015	Report: Waste Minimisation Fund Milestone 1 Report	Released in full	N/A
10	31 May 2015	REI: Hastings District and Napier City Councils' Joint Request for Expressions of Interest Professional Services for the Waste Futures Project	Released in part	S9(2)(a)
11	31 May 2015	RFP: Hastings District and Napier City Councils' Joint Request for Proposals Professional Services for the Waste Futures Project	Released in part	S9(2)(a)
12	31 May 2015	Contract: Hastings District and Napier City Councils' Joint CON2014024 Professional Services for the Waste Futures Project	Released in part	S9(2)(a)
13	17 December 2015	Memo: Approval for Variation to Waste Minimisation Fund Deed of Funding with Hastings District Council for the project entitled 'Waste Futures'.	Released in full	N/A
14	21 December 2015	Deed: Waste Minimisation Fund - Deed of Variation (Deed #20978-1): Hastings District Council – Waste Futures	Released in full	N/A
15	26 February 2016	Report: Waste Minimisation Fund Project Completion Report	Released in part	S9(2)(a)
16	26 February 2016	Report: Waste Futures – The Strategic Case	Released in part	S9(2)(a)
17	5 April 2016	Report: Waste Futures – The Economic Case	Released in part	S9(2)(a)
18	6 April 2016	Report: 2015 Survey of Kerbside Recycling and Refuse Collection Systems in Napier and Hastings	Released in part	S9(2)(a)
19	6 April 2016	Report: Waste to Energy Conversion Feasibility Study Omarunui Landfill - Area B Cost Estimate. Attachment included.	Released in part	S9(2)(a)

20	1 August 2014	Email: Invite to Stage II letter, confirmation of intent to proceed (see document 3 for attachment)	Released in part	S9(2)(a)
21	4 August 2014	Email: Signed confirmation of intent to proceed (see document 4 for attachment)	Released in part	S9(2)(a)
22	11 August 2014	Email: RE Meeting - HDC at 10am on Tuesday the 12 th (see document 8 for final version of the attachment)	Released in part	S9(2)(a)
23	19 August 2014	Email: New Ministry contact	Released in part	S9(2)(a)
24	8 September 2014	Email: RE_ WMF project - introductions	Released in part	S9(2)(a)
25	23 September 2014	Email: Hastings DC - Waste Futures Project Plan (see document 8 for final version of the attachment)	Released in part	S9(2)(a)
26	8 October 2014	Email: RE_ Hastings DC - Waste Futures Project Plan (see document 8 for final version of the attachment)	Released in part	S9(2)(a)
27	13 October 2014	Email: RE_ Hastings DC - Waste Futures Project Plan1	Released in part	S9(2)(a)
28	20 October 2014	Email: RE_ Hastings DC - Waste Futures Project Plan3	Released in part	S9(2)(a)
29	3 November 2014	Email: RE_TRIM_RE_ Hastings DC - Waste Futures Project Plan (see document 8 for final version of the attachment)	Released in part	S9(2)(a)
30	9 November 2014	Email: RE_ Legal review of WMF project documents - Hastings District Council	Released in part	S9(2)(a)
31	10 November 2014	Email: RE_TRIM_RE_ Hastings DC - Waste Futures Project Plan (see document 8 for final version of the attachment)	Released in part	S9(2)(a)
32	12 November 2014	Email: Amended Hastings DC - Waste Futures Project Plan V3 (see document 8 for final version of the attachment)	Released in part	S9(2)(a)
33	13 November 2014	Email: Legal review of WMF project documents - Hastings District Council	Released in part	S9(2)(a)
34	17 November 2014	Email: Waste Futures Safety Plan (see document 8 for final version of the attachment)	Released in part	S9(2)(a)
35	19 November 2014	Email: Hastings DC - Waste Futures Project Plan - Changes	Released in part	S9(2)(a)
36	29 January 2015	Email: RE_ Waste Futures - Update and Confidentiality Terms	Released in part	S9(2)(a)
37	21 May 2015	Email: RE_ WMF reporting templates	Released in part	S9(2)(a)
38	2 June 2015	Email: RE_ Waste Futures Project - Milestone 1 Reporting to MfE (see document 16 for final version of the attachment)	Released in part	S9(2)(a)
39	16 November 2015	Email: RE_ Project Update	Released in part	S9(2)(a)
40	6 April 2016	Email: Hastings District Council - Waste Futures Claim (see documents 15-19 for final versions of the attachments)	Released in part	S9(2)(a)
41	12 May 2016	Email: FW_ Hastings District Council - Waste Futures Claim	Released in part	S9(2)(a)
42	26 May 2016	Email: RE_ Hastings District Council - Milestone 2 Report	Released in part	S9(2)(a)
43	22 June 2016	Email: RE_ Hastings District Council - Milestone 2 Report	Released in part	S9(2)(a)

Released under the Official Information Act 1982

Due to file size, please email
ministerials@mfe.govt.nz for the documents
listed above

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the Official Information Act 1982