



6 March 2024

OIAD-1476

9(2)(a)

Tēnā koe 9(2)(a)

Thank you for your email of 7 February 2025 making the following request under the Official Information Act 1982 (the Act) of the Ministry for the Environment (the Ministry):

*I would like to request the full board meeting minutes and agendas for the Waste Advisory Board from 1st Jan 2024, to the present. Additionally, please include any associated reading materials or presentations sent to board members prior to the meetings or presented during the meetings.*

The Ministry has identified 25 documents in scope of your request, as listed in the attached document schedule.

I am releasing 18 of these documents to you in full.

I am releasing three documents to you in part, with some information withheld under the following sections of the Act:

- 9(2)(b)(ii) to protect information where the making available of the information would likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
- 9(2)(f)(iv) to maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials.

I am withholding one document in full under section 9(2)(g)(i) of the Act to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to Ministers of the Crown or members of an organisation or officers and employees of any public service agency or organisation in the course of their duty.

I am withholding three documents in full under section 9(2)(f)(iv) of the Act to maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials.

In terms of section 9(1) of the Act, I am satisfied that, in the circumstances, the withholding of this information is not outweighed by other considerations that render it desirable to make the information available in the public interest.

Please note that Ministry officials have an agreement with the Chair of the Waste Advisory Board to recoding high-level minutes only in order to facilitate open discussion amongst members.

You have the right to seek an investigation and review by the Office of the Ombudsman of my decisions relating to this request, in accordance with section 28(3) of the Act. The relevant details can be found at: [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz).

Please note that due to the public interest in our work the Ministry for the Environment publishes responses to requests for official information on our [OIA responses page](#) shortly after the response has been sent. If you have any queries about this, please feel free to contact our Ministerial Services team: [ministerials@mfe.govt.nz](mailto:ministerials@mfe.govt.nz).

Nāku noa, nā

**Glenn Wigley**  
**General Manager – Waste & HSNO Policy**  
Ministry for the Environment | Manatū Mō Te Taiao

Document schedule

Meeting date	#	Title	Decision	Grounds	Notes
Various	01	Waste Advisory Board Strategic Plan 2024-26	Released in full		
21 May 2024	02	Waste Advisory Board Minutes (21 May 2024)	Released in full		There was no agenda for this meeting.
	03	Letter to the Waste Advisory Board – Strategic Plan and Terms of Reference (9 May 2024)	Released in full		
12 June 2024	04	Waste Advisory Board Agenda (12 June 2024)	Released in full		
	05	Waste Advisory Board Minutes (12 June 2024)	Released in full		
	06	Letter to Waste Advisory Board – Waste Minimisation Act and Regulations Update (30 May 2024)	Released in full		
21 June 2024	07	Waste Advisory Board Minutes (21 June 2024)	Released in full		There was no agenda for this meeting. An overview of the meeting can be found in the minutes.
16 August 2024	08	Waste Advisory Board Agenda (16 August 2024)	Released in full		
	09	Waste Advisory Board Minutes (16 August 2024)	Released in part	9(2)(b)(ii)	
	10	Letter to Waste Advisory Board – Seeking advice on draft report reviewing the effectiveness of the levy (8 July 2024)	Released in full		
	11	Letter to Waste Advisory Board – Request for advice on setting gazette criteria for the Contaminated Sites and the Vulnerable Landfill Fund and varying criteria for the Waste Minimisation Fund (30 July 2024)	Released in full		
	12	Appendix 1 Proposed variations to the gazetted Eligibility and Assessment Criteria for projects applying to the Waste Minimisation Fund	Released in full		
	13	Appendix 2 Proposed gazetted eligibility and assessment criteria for projects applying to the Contaminated Sites and Vulnerable Landfills Fund	Released in full		
	14	Draft document – Review of the effectiveness of the waste disposal levy	Released in full		The final version is available at: <a href="https://environment.govt.nz/assets/publications/Waste/Review-of-effectiveness-of-waste-levy.pdf">https://environment.govt.nz/assets/publications/Waste/Review-of-effectiveness-of-waste-levy.pdf</a>
20 September 2024	15	Waste Advisory Board Agenda (20 September 2024)	Released in full		
	16	Waste Advisory Board Minutes (20 September 2024)	Released in full		
	17	Letter to Waste Advisory Board – request for advice on amending the implementation date in the Waste Minimisation (Plastic and Related Products) Regulations 2022 in relation to requirements for produce labels (16 September 2024)	Released in full		
3 October 2024	18	Waste Advisory Board Agenda (3 October 2024)	Released in full		
	19	Waste Advisory Board Minutes (3 October 2024)	Withheld in full	9(2)(g)(i)	
16 December 2024	20	Seeking feedback on 2024 Waste Legislation proposals & Waste Strategy	Withheld in full	9(2)(f)(iv)	There were no agenda or minutes on this date as the meeting was a webinar with Ministry staff.
15 January 2025	21	Waste Advisory Board Agenda (15 January 2025)	Released in full		No minutes were taken at this meeting.
	22	Responses to levy questions raised at the Waste Reform Stakeholder Engagement webinar to the Waste Advisory Board	Withheld in full	9(2)(f)(iv)	
	23	Design – Written Content – Waste Strategy	Released in part	9(2)(f)(iv)	
	24	Projected levy of all TAs from 2024-2030	Withheld in full	9(2)(f)(iv)	
	25	Projected levy from 2024-2030	Released in part	9(2)(f)(iv)	