



Hastings District Council

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OPEN MINUTES

OMARUNUI REFUSE LANDFILL JOINT COMMITTEE

Meeting Date: Friday, 30 September 2016

**Minutes of a Meeting of the Omarunui Refuse Landfill Joint Committee held on
30 September 2016 at 1.00pm**

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HASTINGS DISTRICT COUNCIL

MINUTES OF A MEETING OF THE OMARUNUI REFUSE LANDFILL JOINT COMMITTEE HELD IN THE LANDMARKS ROOM, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON FRIDAY, 30 SEPTEMBER 2016 AT 1.00PM

PRESENT: Councillor Bradshaw (Chair)
Councillors Lyons and Roil (HDC)
Councillors Pyke and Hamilton (NCC)

IN ATTENDANCE: Group Manager: Asset Management (Mr C Thew)
Waste and Data Services Manager (Mr M Jarvis)
Waste Minimisation Planner (Ms H Ludlow)
Solid Waste Engineer (Mr P Doolan)
Strategic Financial Adviser (Ms C Thomson)
Accountant (Mr R Hinde)
Health and Safety Advisor (Ms J Kuzman)
Committee Secretary (Mrs C Hunt)

Councillor Sye was elected in 2013 and appointed by the Napier City Council to the Landfill Committee. In July 2016 Councillor Sye resigned his position as a Napier City Councillor and a school principal, to take on a new role as director of education for the Hawke's Bay/Tairāwhiti region.

The Napier City Council alternate, Councillor Hamilton would continue as a member of the Omarunui Refuse Landfill Joint Committee until after the Local Authority elections in October 2016.

1. APOLOGIES

Councillor Bradshaw/Councillor Heaps

That apologies for absence from Councillor Heaps and alternate Councillor Kerr be accepted.

CARRIED

2. CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

3. CONFIRMATION OF MINUTES

Councillor Bradshaw/Councillor Pyke

That the minutes of the Omarunui Refuse Landfill Joint Committee Meeting held Friday 15 April 2016, including while the public were excluded be confirmed as a true and correct record and be adopted.

CARRIED

4. HEALTH AND SAFETY UPDATE REPORT

(Document 16/987)

The Health and Safety Advisor, Ms Kuzman spoke to her report providing an overview of Health and Safety Management at the Omarunui Landfill. The Landfill operated under the Hastings District Council's Health and Safety Policy and Procedures.

With the new Health and Safety legislation the following processes had been improved upon at the Landfill:

- Regular meetings with Staff and Contractors
- Personal risk assessments – commonly referred to as “step back 5x5 hazard observation” and continuously completed by staff
- Safe operating procedures for plant and machinery
- Hazard/ Risk register
- Promotion of Hazard and Near Miss incident reporting
- Health and Safety Plans for Contractors
- Regular audit and inspection programme

Councillor Roil/Councillor Pyke

- A) That the report of the Health and Safety Advisor titled “Health and Safety Update Report” dated 30/09/2016 be received.**
- B) That the proposed six-monthly Health and Safety Reporting timeframes be approved.**

CARRIED

5. OMARUNUI JOINT LANDFILL ANNUAL REPORT FOR THE YEAR ENDING 30 JUNE 2016

(Document 16/394)

The Waste and Data Services Manager, Mr Jarvis presented his report updating the Omarunui Joint Refuse Landfill Committee on landfill activities for the 2015/16 financial year.

Mr Jarvis advised that Chandler Fraser Keating Ltd (CFK) had assisted with the preparation of tender and contract documents for the harvesting and selling of the forest. The Tender closed on 16 September and CFK would be involved with the evaluation of tender submissions and any ensuing negotiations. A harvest date would be determined once a Harvesting & Marketing Agent had been appointed and market conditions were deemed favourable for a sale.

It was noted that after eight years of declining waste volumes, slight increases were recorded in the 2013/14 and 2014/15 years. Waste volume for last year (2015/16) totalled 75,357 tonnes and this represented an increase of 2,616 tonnes (or 3.6%) on the previous year's total of 72,741 tonnes. The increase could possibly be attributed to increased economic activity in Hawke's Bay. If waste volumes continue at the 75,000 tonne level it would need to be taken into account when the Landfill's full cost accounting model was reviewed later in the year.

The outcome of the Waste Futures project may have an impact on the Omarunui Landfill whether it resulted in a reduction in landfill waste or not. Planning and development work on Area B or C would need to commence in the 2016/17 year if landfill disposal of residual waste remain the preferred disposal method.

Councillor Roil left the meeting at 1.15pm.

Councillor Roil rejoined the meeting at 1.20pm.

The Strategic Financial Advisor, Ms Thomson presented the financial report and advised that the Landfill ended the year with an operating surplus of \$2.365m against a budgeted surplus of \$1.357m which was \$1m favourable to budget. After adjusting for depreciation and capital costs the total surplus distributed to the Councils was \$2.3m. This almost mirrored the result for the previous year.

Prior to Councillor Roil leaving the meeting at 1.50pm, the Chair acknowledged and thanked Councillor Roil for his valuable contribution and input to the Landfill Committee during his two terms on Council. Councillor Roil was not standing for re-election in the 2016 local authority elections.

Total expenditure (including waste levy and Emissions Trading Scheme (ETS)) was below budget by \$207,000. This favourable variance consisted mainly of savings in the refuse disposal area and was mainly due to efficiencies gained in the integration of development and operational work.

Overall development costs were \$640,000 below budget. Work that was not undertaken in 2015/16 would now be undertaken in 2016/17 and the underspend had been carried forward into 2016/17.

In summary, Mrs Thomson advised that overall the landfill had had another excellent year end result and for the seventh consecutive year a distribution had been made to the Councils for their share of the annual surplus.

Tonnages were above budget by 8,357 tonnes for the year and up on the previous year by 2,616 tonnes. The latest information available for July and August showed the tonnages were tracking above budget year-to-date and above last year's actuals for the same time.

Circulated at the meeting was a graph showing a comparison of gate charges and the volume/price trend (CG-13-27-00086). The budget for 2016/17 was to receive 67,000 tonnes.

Councillor Lyons/Councillor Hamilton

A) That the report of the Waste and Data Services Manager titled "Omarunui Joint Landfill Annual Report for the year ending 30 June 2016" dated 30/09/2016 be received.

B) That the unaudited Omarunui Joint Landfill Financial Statements for the year ended 30 June 2016 and attached as Appendix 1 be received.

CARRIED

6. ADDITIONAL BUSINESS ITEMS

There were no additional business items.

7. EXTRAORDINARY BUSINESS ITEMS

There were no extraordinary business items.

8. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEM 9

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Pyke/Councillor Lyons

THAT the public now be excluded from the following parts of the meeting, namely;

9. Emissions Trading Scheme Update Report

The general subject of the matter to be considered while the public is excluded, the reason for passing this Resolution in relation to the matter and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this Resolution is as follows:

<i>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</i>	<i>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED</i>	<i>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION</i>
<p>9. Emissions Trading Scheme Update Report</p>	<p>Section 7 (2) (h) The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. Commercially sensitive.</p>	<p>Section 48(1)(a)(i) Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.</p>

CARRIED

The meeting closed at 2.25pm

Confirmed:

Chairman:

Date:

Chief Executive _____ Date: _____
 RB McLeod