
Friday, 26 March 2021

He hui e whakahaeretia nei e Te Kaunihera ā-Rohe o Heretaunga

Administered by Hastings District Council

Omarunui Refuse Landfill Joint Committee Meeting

Kaupapataka

Open Agenda

Te Rā Hui:
Meeting date: **Friday, 26 March 2021**

Te Wā:
Time: **1.00pm**

Te Wāhi:
Venue: **Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Te Hoapā:
Contact: **Democracy and Governance Services
P: 06 871 5000 | E: democracy@hdc.govt.nz**

Te Āpiha Matua:
Responsible
Officer: **Waste & Data Services Manager - Martin Jarvis**

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OMARUNUI REFUSE LANDFILL JOINT COMMITTEE HEADS OF AGREEMENT – Terms of Reference

The Heads of Agreement for the Omarunui Refuse Landfill Joint Committee have been adopted by Council for the 2019-2022 Triennium and are incorporated into the Committee & Rural Community Board Register of Delegations.

1.	Parties	Hastings District Council and Napier City Council (the Councils)
2.	Nature of Relationship	A Joint Committee between the Councils who already own a property at Omarunui as tenants in common in the following shareholding percentages for refuse disposal purposes: Hastings District Council: 63.68% Napier City Council: 36.32%
3.	Objectives	To jointly develop and operate generally for the benefit of the Councils a refuse disposal facility (including any ancillary activities) in compliance with resource and regulatory consents.
4.	Participation of each Council	Each Council shall participate on the basis of the following shareholding percentage: Hastings District Council: 63.68% Napier City Council: 36.32% (subject to any specific provisions following)
5.	Joint Committee	
5.1	Omarunui Refuse Landfill Joint Committee (Joint Committee):	This Committee shall comprise four elected members of the Hastings District Council and two elected members of the Napier City Council or the alternates of those elected members and an alternate when acting in the place of an elected member shall be deemed to be an elected member. The functions of this Joint Committee shall be to determine policies to ensure the objectives are achieved and to monitor the implementation of those policies by obtaining reports from the Facility Manager or any other persons involved in the refuse disposal operation.
5.2	Administering Authority	The Hastings District Council shall be the Administering Authority. It shall provide technical, financial and secretarial services and shall be the employing authority for staff required in the administration and conduct of the refuse disposal operation. The Administering Authority shall make any information required by the Joint Committee available to that Committee.
6.	Joint Committee General Powers	<p>1.1 Subject to Clause 6.2 the general powers of the Joint Committee shall be:</p> <ul style="list-style-type: none"> a) Except as provided in Clause 6.3 all such powers as shall be necessary to develop and operate the refuse disposal facility in compliance with the resource and regulatory consents already obtained including, if necessary, the power to seek further resource and regulatory consents. b) To construct buildings, purchase and dispose of plant, equipment and materials. c) Arrange insurance cover to ensure that there is comprehensive insurance in respect of the establishment and operation of the refuse disposal facility. d) To indemnify any Council or Council representative acting on behalf of the Councils pursuant to this agreement in connection with the development or operation of the refuse disposal operation after the execution hereof. e) To fix and recover fees and charges payable by landfill users. f) The licensing of users. g) To recommend to the Councils the raising of loans. For the purpose of loan raising the 'Administering Authority' shall undertake all loan raising on behalf of the Councils. h) To enter into contracts within the estimates it being acknowledged by each of the Councils for the purposes of the Local Government Act 2002 that the Joint Committee shall be delegated power to enter into any contract limited to such an amount as may be fixed by the Councils from time to time unless the prior written approval of each Council shall have been obtained. i) To use any part of the Omarunui property not required for refuse disposal for any lawful purpose including leasing thereof. j) Such further specific powers as may be delegated to it as agreed by the Councils. <p>1.2 The Joint Committee shall operate within budgets approved by the Councils. In the event that over expenditure is anticipated or incurred the Joint Committee shall immediately report that fact to the Councils.</p> <p>1.3 The powers delegated to the Joint Committee shall not entitle that Committee to sell or otherwise dispose of on behalf of any Council any asset owned by that individual Council or to sell the Omarunui land or any other land administered by the Joint Committee for refuse disposal purposes.</p> <p>1.4 Subject to Clause 6.2 and 6.3 all decisions made by the Joint Committee pursuant to its delegated powers shall without confirmation of the Councils bind each of the Councils as if it had been done in the name of each Council.</p>
7.	Joint Committee Procedural Matters	<p>7.1 Each elected member or the alternate of such member shall have one vote.</p> <p>7.2 The elected members shall elect a Chair and Deputy Chair.</p>

	7.3	Quorum at meetings shall be four elected members including at least one elected member from each Council. The parties note that this conflicts with the provisions in clause 30 (9) (b) of schedule 7 of the Local Government Act 2002. To avoid any possible doubt the parties shall operate the committee based on the specific requirements in this agreement at all times.
	7.4	All meetings may be attended by officers of the Councils but officers shall not be entitled to vote.
	7.5	Meetings may be requisitioned by any two elected members who shall state the nature of the business and the Administering Authority shall convene a meeting (giving notice of the business) and Councils shall ensure that at least one of their elected members attends.
	7.6	Annual meetings shall be held within three months of the end of the financial year and the business of such meeting shall include the financial accounts for the previous year.
	7.7	Budget estimates for the following financial year shall be prepared and supplied to the Councils no later than 31 January in each year for their approval.
	7.8	Meeting procedures shall be in accordance with NZS 9202: 2003, or such other version of standing orders as mutually agreed between the parties, except to the extent that specific provision is contained herein and is not contrary to law.
8.	Joint Committee Financial Provisions	
	8.1	The Joint Committee shall provide financial and management accounting records and reports which provide sufficient detail to enable the committee and the Councils to assess performance of each separate business activity within the Landfill.
	8.2	The administering authority shall circulate a draft budget prior to the meeting at which the Joint Committee is to consider the estimates for recommendation to the Councils.
	8.3	Surpluses and deficits shall be received and borne by the Councils in the following shareholding percentage: Hastings District Council: 63.68% Napier City Council: 36.32%
	8.4	All amounts payable by each Council shall be paid within one calendar month of notification of the amount payable. If any Council shall consistently fail to make payments as required by this clause the Joint Committee may impose a penalty on the defaulting Council which shall be met by such Council.
9.	Duties of the Individual Councils	
	9.1	To comply with the resource and regulatory consents relating to the operation.
	9.2	The Councils shall make bylaws to ensure the efficient operation of the refuse disposal facility and set and adopt fees and charges and licensing procedures.
	9.3	To establish and operate transfer stations and to adopt charges in relation to such transfer stations.
10.	Changes in Participation	
	1.1	The establishment and operating costs of the Councils up to the time of any Change in Participation shall be safeguarded as far as possible.
	1.2	The addition or withdrawal of any party shall require agreement of the Councils.
11.	Staff Appointments	
	11.1	Where any Council is involved in the provision of staff or services, such Council shall be reimbursed for the cost of such persons or services.
	11.2	It is recognised that it will be desirable for the staff required to be employed by one of the Councils.
12.	Facility Manager	
	12.1	The Facility Manager appointed by the Administering Authority shall be a suitably qualified person who shall report to the Joint Committee and attend its meetings and will be responsible for the day to day operations at the landfill site.
	12.2	During any further development the Facility Manager, as appointed by the Administering Authority, shall be considered to be the officer responsible for all development activities unless otherwise directed by the Joint Committee.
13.	Secretarial Services	
	13.1	Secretarial and Accounting services shall be provided by the Administering Authority.
	13.2	The functions to be fulfilled shall include: a) Convening of meetings. b) Keeping of minutes. c) Preparation of estimates and accounts. d) Keeping the Joint Committee informed. e) The recovery of fees and charges. f) Such further specific powers as may be delegated by agreement of the Councils.
	13.3	All documents to be signed on behalf of the Joint Committee shall be signed by the Chair (or in his absence one elected member of that Committee) together with such other person authorised by the Administering Authority.
14.	Commencement and Duration	
	14.1	This Joint Committee shall commence from the date of this agreement and shall continue thereafter until terminated by agreement of the Councils.
	14.2	On termination of this agreement the assets shall be applied, first, in the repayment of all debts, second, in the repayment of any capital contributions, advances or sums of money that may have been made or may be due to any of the Councils, third, the surplus, if any, shall be distributed between the Councils in the following shareholding percentage:

		Hastings District Council: 63.68% Napier City Council: 36.32%
	14.3	In the event of a short-fall on the termination of this agreement the Councils shall contribute in the following shareholding percentage: Hastings District Council: 63.68% Napier City Council: 36.32% To such short-fall, with any necessary adjustments being made to reflect any amounts due by or to any individual Council at termination.
15. Arbitration	15.1	In the event of any dispute relating to this agreement the same shall be referred to arbitration pursuant to the Arbitration Act 1996 and each Council who is a party to the dispute shall be entitled to appoint an Arbitrator.
	15.2	The Arbitrators before embarking on the Arbitration shall appoint an umpire whose decision shall be final in the event that the Arbitrators are unable to agree.

Friday, 26 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council

Omarunui Refuse Landfill Joint Committee Meeting

Kaupapataka

Open Agenda

Heamana

Chair: Councillor Ann Redstone (HDC)

Nga mema o te Komiti

Committee Members:

Councillors Damon Harvey, Simon Nixon and Sophie Siers (HDC)

Councillors Richard McGrath and Api Tapine (Deputy Chair) (NCC)

HDC Alternate: Councillor Eileen Lawson

NCC Alternate: Deputy Mayor Annette Brosnan

Tokamatua:

Quorum:

4 - including at least one elected member from each Council

Apiha Matua

Officer Responsible:

Waste and Data Services Manager - Martin Jarvis

Te Rōpū Manapori me te

Kāwanatanga

Democracy &

Governance Services

Christine Hilton (Ext 5633)

Te Rārangi Take

Order of Business

Apologies & Leave of Absence – Ngā Whakapāhatanga me te Wehenga ā-Hui

- 1.0** At the close of the agenda no apologies had been received.
At the close of the agenda no requests for leave of absence had been received.
-

2.0 *Conflict of Interest – He Ngākau Kōnatunatu*

Members need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to scan the agenda and assess their own private interests and identify where they may have a pecuniary or other conflict of interest, or where there may be perceptions of conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the relevant item of business and withdraw from participating in the meeting. If a Member thinks they may have a conflict of interest, they can seek advice from the General Counsel or the Manager: Democracy and Governance (preferably before the meeting).

It is noted that while Members can seek advice and discuss these matters, the final decision as to whether a conflict exists rests with the member.

Confirmation of Minutes – Te Whakamana i Ngā Miniti

- 3.0** Minutes of the Omarunui Refuse Landfill Joint Committee Meeting held Friday 4 December 2020.
(Previously circulated)
-

- 4.0** **Health and Safety Report Quarter 1 & 2** **9**
-

- 5.0** **Six Month Activity Report** **19**
-

- 6.0** *Minor Items – Ngā Take Iti*
-

- 7.0** *Urgent Items – Ngā Take Whakahihiri*
-

Friday, 26 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Omarunui Refuse
Landfill Joint Committee Meeting**

Item 4

Te Rārangi Take

Report to Omarunui Refuse Landfill Joint Committee

Nā: Nikola Bass, Health & Safety Partner
From: Paul McClusky, Health & Safety Partner

Te Take:
Subject: Health and Safety Report Quarter 1 & 2

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopotanga

- 1.1 The purpose of this report is to inform and update the Joint Committee about Health and Safety at the Omarunui Refuse Landfill.
- 1.2 The Health and Safety at Work Act 2015 (HSWA) requires HSWA Officers (Elected members and Chief Executives) to exercise due diligence by taking reasonable steps to understand the organisation's operations and Health and Safety risks, and to ensure that they are managed so that Councils meet their legal obligations.
- 1.3 Whilst Hastings District Council HSWA Officers are provided with regular health and safety reports in order to assist them in meeting their governance obligations. It is recognised that Napier City Council's Elected Members are also members of this Joint Committee and therefore the attached report (**Attachment 1**) provides information to enable all Joint Committee Members to undertake due diligence, by providing leading and lagging statistical information in relation to Health and Safety for the period 1 July 2020 to 31 December 2020.

2.0 Recommendations – Ngā Tūtohunga

- A) That the Omarunui Refuse Landfill Joint Committee receive the report titled Health and Safety Report Quarter 1 & 2 dated 26 March 2021.

Attachments:

- 1  Health and Safety Report to Omarunui Refuse Landfill Joint Committee - 1 July to 31 December 2020 HR-03-01-21-344

Omarunui Refuse Joint Landfill Committee Health and Safety Report 2020/2021 01 July – 31 December 2020

This report contains information that was reported during the period 1 July 2020 to 31 December 2020 and is current as at 24 February 2021.

PAGE 1

GLOSSARY OF TERMS

Leading Indicators

- **Hazards Reported** – reports of newly identified hazards (in HDC facilities/worksites).
- **Health and Safety Risk Assessments** – documented risk assessments for HDC tasks/projects.
- **Health and Safety Observations** - documented conversations/ or task observations undertaken by Managers/Supervisors with HDC employees or Contractors.
- **Health and Safety Inspections** - documented inspections (usually a check of a site or facility using set criteria) undertaken by Managers/Supervisors with HDC employees or Contractors.
- **Health and Safety Audits** - documented health and safety system or contract audits undertaken by Managers/Supervisors with HDC employees or Contractors.
- **Health and Safety Discussions** – documented meetings in which health and safety matters are discussed with HDC employees in attendance (e.g. Monthly team meetings).
- **Health and Safety Training** - documented records of employees who have undertaken safety training for the month (both internal and external training).
- **Health and Safety Recognition** - documented recognition of excellence by HDC in regards Health and Safety.
- **Toolbox Briefings** – job planning / start-up meetings held daily or weekly at a job site before work begins where health and safety hazards and control measures are discussed.

Lagging Indicators

- **Near Misses** - Close call events - i.e. no injury or property damage sustained.
- **Property Damages** – reported damage to HDC property/plant/equipment.
- **Non Injury Incident** - incident which can't be classified as injury or property damage e.g. chemical spill, fire, or conflict situation with member of the public.
- **First Aid Injuries** - Injuries treated onsite by HDC Employees and no further treatment required.
- **Medical Treatment Injuries** - Injuries treated by Registered Medical Professionals e.g. nurse, doctor, physiotherapist, dentist.
- **Lost Time Injuries** - Injuries resulting in time off work.
- **WorkSafe Notifiable Events** - Any incidents which were legally required to be reported to WorkSafe NZ.

A. EXECUTIVE SUMMARY

This report has been prepared for the Omarunui Refuse Joint Landfill Committee, and provides leading and lagging indicators in relation to health and safety practices at the Omarunui Landfill for the period 1 July 2020 to 31 December 2020. The data is presented alongside previous periods for comparison.

Leading Indicators (Proactive Measures)

For the six months to 31 December 2020, leading indicators have increased as a result of the return to normal operations following the COVID-19 pandemic. Safety observations are being completed for employees, contractors and customers, recording proactive conversations regarding health and safety matters, for example communications around the tip-face or prestart checks of equipment. These interactions are designed to reinforce positive behaviours and help to prevent incidents from occurring. Customer observations have been separated from contractors as shown on B2.2 graphs (page 5) which shows who have been observed.

Lagging Indicators (Reactive Measures)

For the first two quarters of 2020/21 the lagging indicators have improved compared with the previous period, due to the return to normal operations post COVID-19 restrictions on activities. The team have continued to actively encourage more reporting around incidents caused by employees, contractors and customers to understand where it is occurring onsite and if there are any patterns of behaviour.

An analysis of incidents during the six month period to 31 December 2020, shows that vehicles, plant and mobile equipment, tools and equipment, ignition and asset failure were the main hazard/risk classifications during the period.

Table C1.3 on page 7 summarises the significant incidents which occurred during Quarters One and Two. The significant events in this period occurred in areas identified as high risk and related to plant and mobile equipment and weather conditions.

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B. LEADING INDICATORS

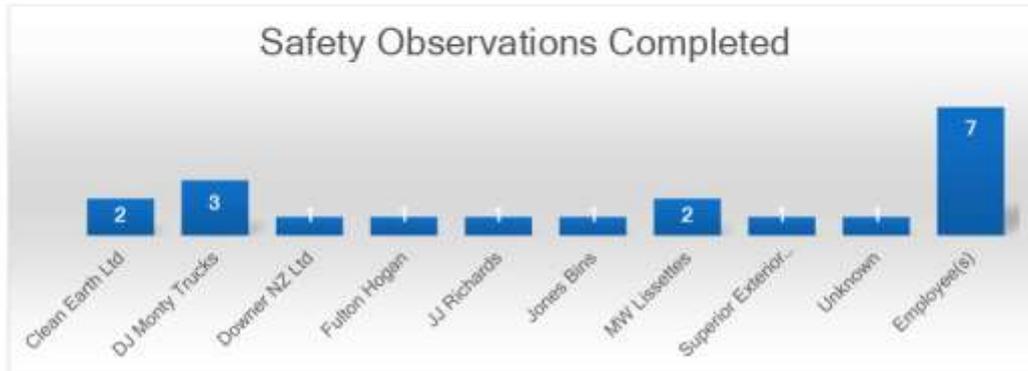
B1. Indicator Measures

Leading Indicator	FY20/21 Q1 & Q2	FY19/20 Q3 & Q4	FY19/20 Q1 & Q2	FY18/19 Q3 & Q4	FY18/19 Q1 & Q2	Trend
Hazards reported	4	1	4	4	0	●
Toolbox Health and Safety Briefings held	156	144	139	66	142	●
Health and Safety Risk Assessments undertaken	517	547	947	658	603	●
Health and Safety Observations completed	20	8	30	18	0	●
Number of staff attending Health and Safety training	10	3	35	10	15	●
Health and Safety Recognition	0	0	0	0	0	●

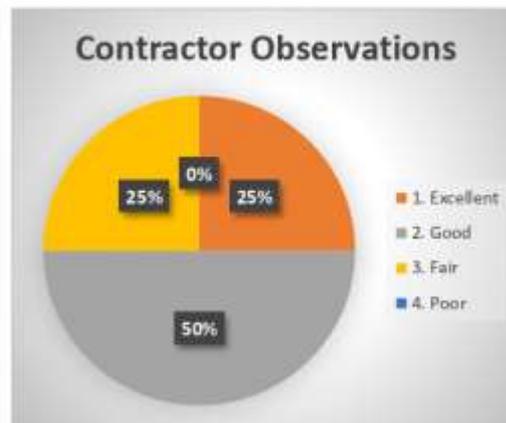
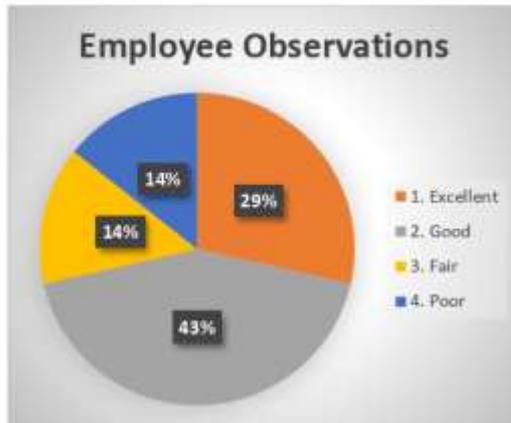
Key: ● Positive Movement / No Change ● <20% Negative Movement ● >20% Negative Movement

B2. Hazard Analysis

B2.1 Safety Observations Completed – (FY2020-21 Quarters 1-2)



B2.2 Safety Observations Outcomes – (FY2020-21 Quarters 1-2)



RESULTS CRITERIA

- **Excellent** (All work being performed safely and safety leadership being demonstrated)
- **Good** (Work generally being performed safely. Only minor improvement opportunities identified)
- **Fair** (A couple of unsafe practices and/or conditions were observed)
- **Poor** (Many unsafe practices and/or conditions were observed)

C. LAGGING INDICATORS

C1. Reported Incidents

C1.1 Employee Incidents

Lagging Indicator	FY20/21 Q1 & Q2	FY19/20 Q3 & Q4	FY19/20 Q1 & Q2	FY18/19 Q3 & Q4	FY18/19 Q1 & Q2
Near Miss	1	5	10	5	2
Property Damage	10	7	11	21	5
Non Injury Incident	2	2	0	0	0
Injuries	0	4	2	1	1
• First Aid Treatment	0	3	1	0	0
• Medical Treatment	0	0	0	0	1
• Lost Time	0	1	1	1	0
WorkSafe Notifiable Events	0	0	0	0	1

C1.2 Contractor Incidents

	FY20/21 Q1 & Q2	FY19/20 Q3 & Q4	FY19/20 Q1 & Q2	FY18/19 Q3 & Q4	FY18/19 Q1 & Q2
Near Miss	4	2	1	0	1
Property Damage	12	2	9	6	1
Injuries	1	2	0	1	3
• First Aid Treatment	0	2	0	0	1
• Medical Treatment	0	1	0	0	0
• Lost Time	0	0	0	1	2
WorkSafe Notifiable Events	0	1	1	0	0

C1.3 Public and Customer Incidents

	FY20/21 Q1 & Q2	FY19/20 Q3 & Q4	FY19/20 Q1 & Q2	FY18/19 Q3 & Q4	FY18/19 Q1 & Q2
Near Miss	1	0	1	0	0
Property Damage	5	4	9	7	0
Non Injury Incident	6	0	0	0	0
Injuries	0	0	0	0	0
• First Aid Treatment	0	0	0	0	0
• Medical Treatment	0	0	0	0	0
WorkSafe Notifiable Events	0	0	0	0	0

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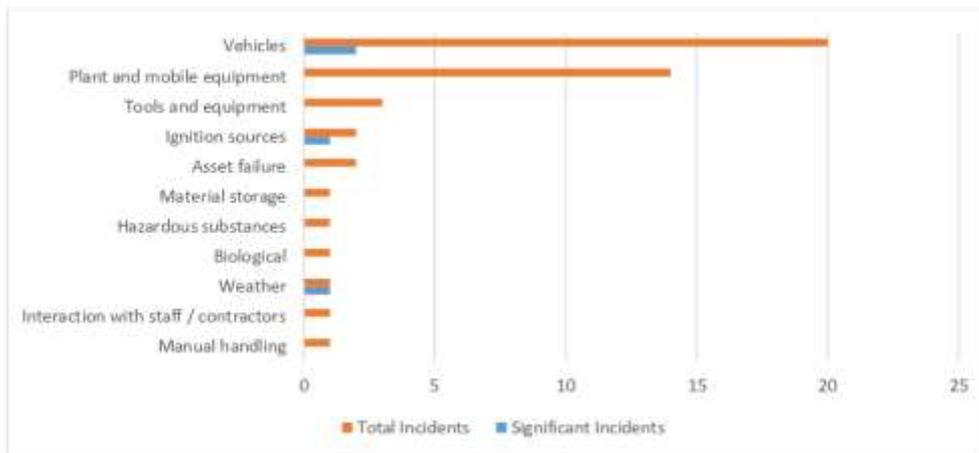
C1.3 Significant Incident Summary

'Significant Incidents' refer to any incidents which required medical treatment or resulted in significant property damage or WorkSafe notifiable events.

Month	Relationship	Type	Incident Description
Jul 2020	Employee	Near Miss	High wind at the tip face made operating high risk and resulted in materials being blown about the site. This incident has been investigated and corrective actions implemented.
Dec 2020	Contractor	Property Damage	A contractor was operating a vehicle at the tip face and rolled it. Reported in February 2021 and is currently being investigated.

C2. Incident Analysis

C2.1 Incidents by Hazard/Risk Classification (FY2020-21 Quarter 1-2)



'Significant Incidents' refer to any incidents which required medical treatment or resulted in significant property damage or WorkSafe notifiable events.

Friday, 26 March 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Omarunui Refuse
Landfill Joint Committee Meeting**

Item 5

Te Rārangi Take

Report to Omarunui Refuse Landfill Joint Committee

Nā: Martin Jarvis, Waste and Data Services Manager
From: Jeff Tieman, Management Accountant

Te Take: Six Month Activity Report
Subject:

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to inform the Omarunui Refuse Landfill Joint Committee on landfill activities for the three month period ending December 2020.

2.0 Recommendations – *Ngā Tūtohunga*

- A) That the Omarunui Refuse Joint Landfill Committee receive the report titled Six Month Activity Report dated 26 March 2021.

3.0 Finance and Tonnages

- 3.1 The financial position of the main accounts at 31st December 2020 is as follows:

	\$ 6 month actuals	\$ 6 month budget	\$ 6 month variation
Revenue*	4,769,056	3,015,596	1,753,460
Expenditure*	2,290,016	2,062,281	227,735
Net surplus from operations	2,479,040	953,315	1,525,725

*Excludes the waste levy and ETS

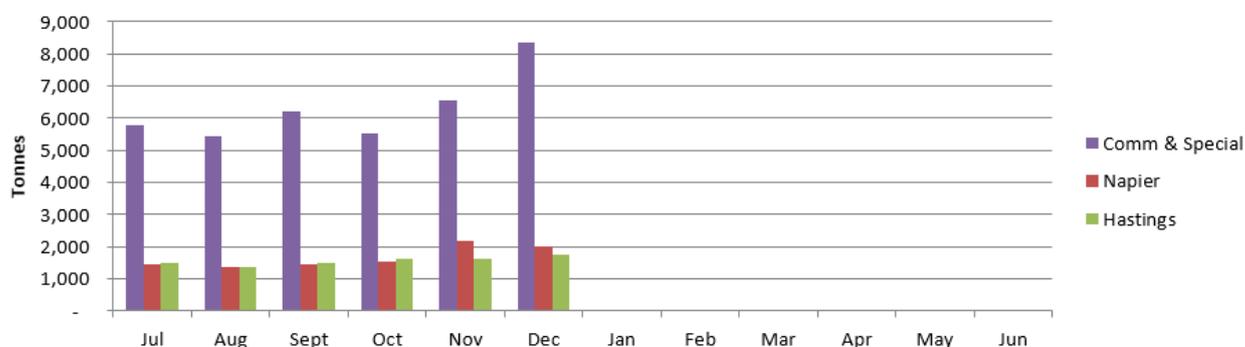
- 3.2 The net surplus from operations as at 31st December is \$1,525,725 above budget. The increase in revenue is principally due to higher special waste tonnage.
- 3.3 Tonnages are currently tracking up on last year's actual total (57,171 tonnes versus 47,767 tonnes).
- 3.4 Total revenue from waste is above budget. This is mainly due to increased volumes of special waste received under the "Commercial" waste category:

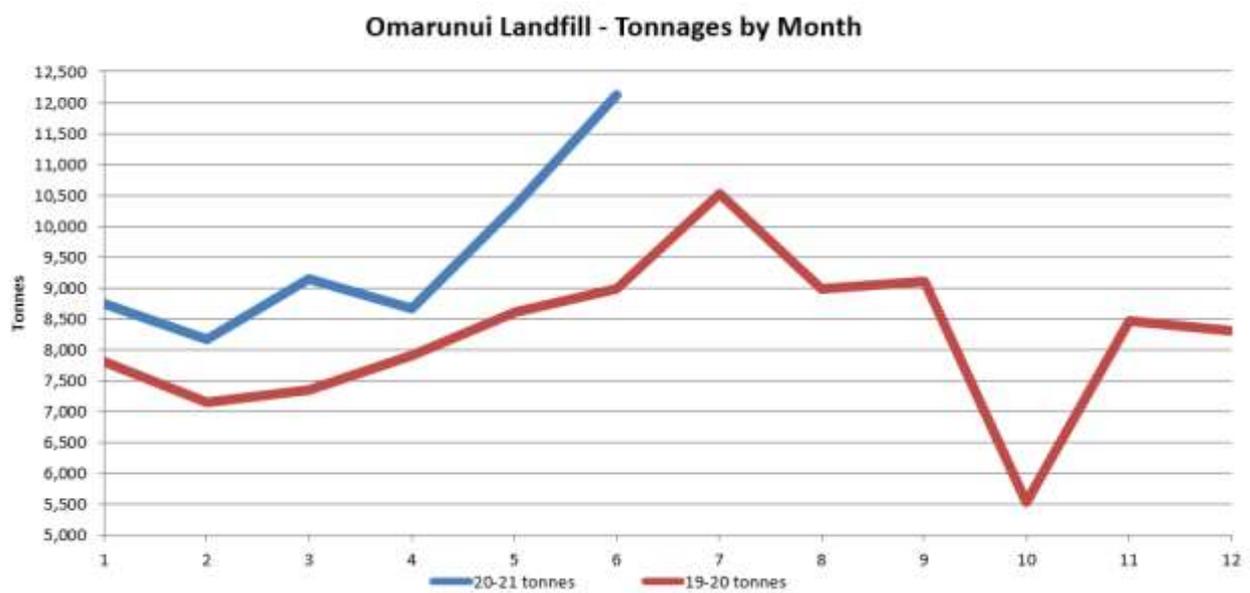
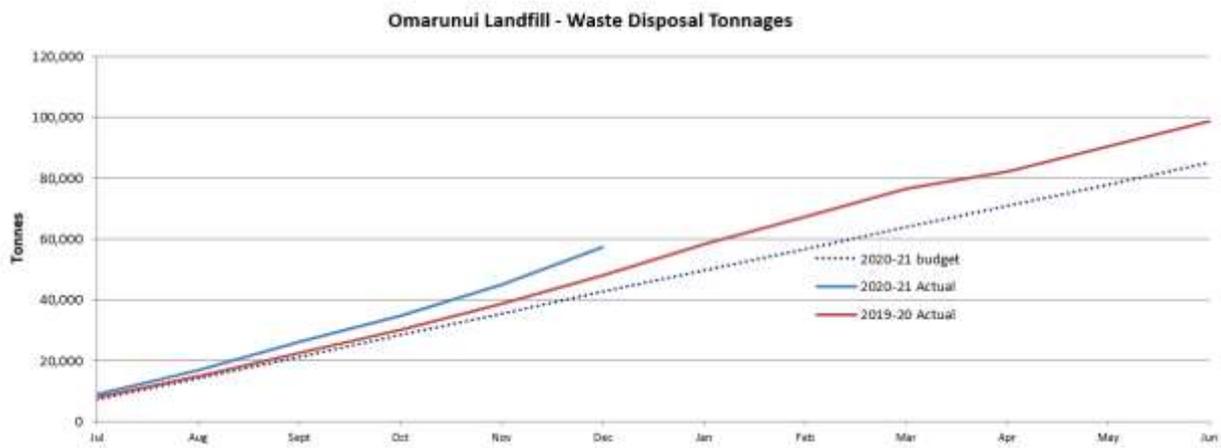
	\$ 6 month actuals	\$ 6 month budget	\$ 6 month variation	\$ Annual budget
Commercial	3,138,831	1,933,982	1,204,849	3,867,963
HDC	760,413	417,384	343,029	834,768
NCC	710,951	556,512	154,439	1,113,024
Total	4,610,195	2,907,878	1,702,317	5,815,755

- 3.5 Expenditure is \$931,081 above budget due to higher cost with ETS (due to higher tonnage YTD) and external plant hire.
- 3.6 Overall tonnages year to date are above budget by 12,171 tonnes or 27%.

Activity	6 month actual	6 month budget	6 month variance	Annual budget
Commercial	22,989	24,500	(1,511)	49,000 t
Special	14,818	4,000	10,818	8,000 t
HDC	9,380	8,500	880	17,000 t
NCC	9,984	8,000	1,984	16,000 t
Total	57,171	45,000	12,171	90,000 t

Landfill actual tonnages by month





3.7 The budgeted volume of waste for the 2020/21 year is 90,000 tonnes.

4.0 Development update for Areas A & D

4.1 To date \$756,299 has been spent on the construction of development work. Development costs to date have related to work on the final cap at the southwestern end of Area D and earthworks at the northern extension of Area D. The majority of this work has been carried out over the summer months when construction work is more easily carried out. Other development work has included improvements to the leachate treatment system. The development budget for the full year is \$1,827,468.

5.0 Development update for Area B

5.1 To date \$134,154 has been spent on planning, consent application and design work associated with the future development of the landfill site and in particular the area designated as Area B.

5.2 The landfill has lodged “resource consent” and “alteration of designation” applications with the Hawke’s Bay Regional Council and Hastings District Council respectively and that these applications have been publically notified. Submissions to the Hawke’s Bay Regional Council concerning the

necessary resource consents closed on 17 February and submissions to the Hastings District Council concerning the “alteration of the designation” closed on 22 February.

- 5.3 The next steps involve the setting of a hearing date and the appointment of independent commissioners who will hear the submissions (for and against) before making a decision on the landfill’s application. Prior to the hearing Council staff, with the support of the consultants assisting with the application, intend to meet with those persons/groups objecting to the landfill extension. The intention is to address the concerns raised by objectors if at all possible prior to the formal hearing.
- 5.4 It is important to note that the commissioners’ decision can be appealed and the matter can potentially proceed to the Environment Court. Assuming that the decision is not appealed, and that it is in favour of the landfill, it is hoped to start construction in Area B prior to the end of the 2020/21 financial year. To ensure continuity of available landfill airspace Area B will need to be open for refuse disposal by late 2024.
- 5.5 From a business continuity perspective it would be considered prudent for the HDC, NCC and licenced users to at least consider alternatives to the Omarunui Landfill should consent not be granted. This could involve considering options to reduce waste volumes sent to landfill and other disposal options, either local or outside of the region.

6.0 Operations

- 6.1 The landfill endeavours to keep the tip area as small as possible in size so that spreading and compacting operations can run as efficiently as possible. This also reduces the chance of rubbish blowing away and the amount of “food” available for seagulls to feed on. Unfortunately the tip area has at times been larger than desired. This was firstly at the time of the Napier floods (due to extra refuse entering the site) and more recently due to the maintenance work being carried out on the compactor and the need to operate two bulldozers at the tip face as a replacement.

7.0 Special Waste - Pelts

- 7.1 Over the past year the landfill has received (and continues to receive) significant volumes of animal pelts (namely sheep pelts). The volumes are much higher than received in preceding years and this is creating operational issues for the landfill. The pelts are not easily compacted and can give off a strong odour. These loads need to be dealt with promptly to reduce any odour issues and to be mixed in with general municipal rubbish so that it can all be compacted and covered. At times it’s difficult to keep up with the volume of pelts entering the site and have enough general rubbish to blend in with the pelts.
- 7.2 Landfill staff have asked that those operators delivering pelts to the landfill to minimise the volumes presented by finding alternative disposal sites/methods and ensuring that the pelts are not emitting a strong odour at the time of delivery. While some improvement has been noted the issue is still a significant one for the landfill and one that needs addressing.
- 7.3 The increase in pelts (and offal) being received by the landfill is clearly demonstrated by comparing the 2020 January/February period to the 2021 January/February period. This is shown in the table below:

	2020	2021
January	224 tonnes (42 truck movements)	1,100 tonnes (143 truck movements)
February	172 tonnes (35 truck movements)	1,102 tonnes (190 truck movements)
Total	396 tonnes (77 truck movements)	2,202 tonnes (333 truck movements)

- 7.4 In the short term, and as a temporary way of managing the problem, the landfill has requested that pelts don't enter the site after 2pm (Monday to Friday) so that landfill staff have sufficient time to deal with them prior to closing time. Additionally the landfill is limiting the number of loads entering the site on Saturday mornings. Unfortunately these measures have met with limited success and the landfill continues to be pressured to accept more pelts on Saturdays.
- 7.5 Landfill staff are now considering other options to manage the problem. These include banning pelts from the site altogether, through to charging a higher disposal rate in order to reflect the cost of dealing with the pelts either by way of the current onsite method or an alternative method.
- 7.6 Landfill staff will update the Committee in due course on potential solutions to the problem.

8.0 Maintenance Work

- 8.1 The site is in relatively good condition and there are no major maintenance issues to report. There is however repair work still to be carried out on some of the stormwater drains damaged during the Napier flood event. The silt ponds at the bottom of Area A and Area D also need to be cleared of excess silt. These items of work form part of the current work programme being undertaken by the landfill's plant management contractor.
- 8.2 The main access road from Omarunui Road through to the compound (near Area A) was re-sealed (chip seal) late last year and is now in excellent.

9.0 Leachate

- 9.1 The two leachate ponds (both HDPE lined) are working well together and the system is certainly more robust and effective as a result of the improvements made over the last two years.
- 9.2 The landfill now has 56 irrigation pods connected to the leachate disposal system. This has made it easier to alternate between different irrigation areas. This added flexibility will continue to improve the efficiency of the system.
- 9.3 Work on the leachate ponds and irrigation system has been funded by the landfill's leachate reserve.

10.0 Landfill Gas

- 10.1 LMS (owners of the gas to energy plant) continue to achieve good generation rates. However the warmer summer temperatures have resulted in lower generation rates due to the plant overheating. A new cooling system has been ordered and will be installed as soon as it becomes available.
- 10.2 Additional vertical gas wells are planned for the site over the next two years. All new wells will be integrated into the existing gas collection system. This will result in more landfill gas being captured and will further reduce the opportunity of odour escaping into the atmosphere from the compacted rubbish. The additional landfill gas will in turn provide the gas to energy plant with more gas to process. Any excess gas will be flared off.
- 10.3 Due to the capping work currently being carried out on the southern end of Area D some of the existing wells have been disconnected from the network. It is hoped to reconnect these wells as soon as possible to ensure as much gas as possible is being captured at the site.
- 10.4 As previously reported to the Committee, the landfill and LMS have agreed to jointly fund a full time staff member to manage landfill gas at the site. This is seen as the best way to efficiently manage the gas field, flare and gas-to-energy plant. The coordination of these activities is seen as extremely important to both parties for the whole system to run well and by having one person responsible for that work is seen as the best way forward. A suitably qualified and experienced person has now been appointed to the position and they commenced work in February.

11.0 Health and Safety

- 11.1 The Omarunui Landfill operates under the Hastings District Council's Health and Safety Policy. The Council's commitment under this policy is ***"to keep employees, volunteers, contractors and the community safe through living a strong safety culture"***.
- 11.2 Additional Health & Safety information, and matters relating to the performance of the landfill, are the subject of a separate report to this committee.

12.0 Waste Levy

The waste levy was collected at a rate of \$10 per tonne during the 2019/20 year. The \$10 rate continues to be applied in the current 2020/21 year but will increase to \$20 per tonne next financial year (starting 1st July 2021). The NZ Government has decided to increase the levy from \$10 to \$60 per tonne over the 4 years. The new increased rates that will need to be charged at the landfill gate are as follows:

- 1st July 2020 = \$10 per tonne (current rate being charged)
- 1st July 2021 = \$20 per tonne
- 1st July 2022 = \$30 per tonne)
- 1st July 2023 = \$50 per tonne)
- 1st July 2024 = \$60 per tonne

It is however important to note that these changes are still to be ratified through Parliament. The rate will remain at \$10 per tonne until the ratification process is completed.

13.0 Plant Management Contract

- 13.1 The current plant management contract is scheduled to finish on 30 June 2021. A new contract has been advertised and the tender period closed 3 March 2021. Tender submissions will be evaluated before a recommended tenderer is identified.
- 13.2 A tender recommendation letter will then be sent to the chief Executive of the Hastings District Council requesting the preferred tenderer be awarded the contract. If the contract is awarded prior to the 26th March, landfill officers will be in a position to verbally advise the Committee members of the outcome.

14.0 New Landfill Compactor

- 14.1 As the current compactor is coming to the end of its useful life a replacement is now required. The contract for a replacement was tender late last year and the tender period closed on the 16th December 2020. Landfill staff have now evaluated the tender submissions and recommended that a preferred tenderer be awarded the contract. On 23 February 2021 the HDC Asset Management Manager approved the recommendation to award the contract to Terra Industries for the supply of a Caterpillar 826K 41 tonne compactor.
- 14.2 The compactor has since been ordered and delivery is expected to take approximately 16 weeks. Consideration is also been given to keeping the existing compactor as a backup for the new machine. Landfill staff will assess the merits of this option and report back to the Committee in due course.

15.0 Resource Consent Compliance

- 15.1 The Omarunui Landfill was graded as "Fully Compliant" for all resource consents for the period 1st July 2019 to 31st October 2020.

- 15.2 The landfill's objective is to comply with all consent requirements. Any non-compliance issues are reported to the Hawke's Bay Regional Council (HBRC) as per consent instructions and dealt with accordingly if they arise.

16.0 Napier Flood Event

- 16.1 The Napier flood event that occurred on the 9th and 10th of November 2020 resulted in an increase of over 2,200 tonnes (or 21%) of waste more than the same month in the previous year.
- 16.2 To assist with the clean-up effort the landfill extended its opening hours, despite receiving flood damage itself. As a result of these circumstances the tip face ended up being larger than usual and it became more difficult to apply daily cover. This unfortunately created an odour issue and the HBRC received a complaint from a neighbouring property on Swamp Road. The complaint was upheld and subsequently the landfill has been issued with a written warning by the HBRC. Since that time landfill staff have been conducting regular odour checks along Swamp Road to ascertain if any landfill odour is escaping and moving in the Swamp Road direction. The residents of three properties on Swamp Road have indicated that they believe there is an odour issue, however this has not been substantiated by the HBRC (who receive and follow up on such complaints) and the regular odour checks carried out by landfill staff along Swamp Road.

17.0 Financial Summary

- 17.1 Attached to this report is the financial summary (**Attachment 1**) for the 6 month period ending 31 December 2020.

Attachments:

- | | | |
|-------------------|---|-----------|
| 1 | Omarunui Refuse Landfill Financial Summary
December 2020 | CG-14-152 |
|-------------------|---|-----------|

OMARUNUI LANDFILL JOINT COMMITTEE
 FINANCIAL SUMMARY
 FOR THE 6 MONTH ENDED - 31st December 2020

LAST YEAR ACTUAL (Full Year)	LAST YEAR ACTUAL (YTD)	Notes	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	FULL YEAR BUDGET \$	PREDICTED ACTUAL \$
REVENUE							
2,073,177	1,047,379		1,471,364	973,896	497,468	1,947,792	2,876,812
5,430,135	2,533,823		3,138,631	1,933,982	1,204,649	3,867,963	5,749,479
26,074	16,617		18,761	523	18,238	1,046	24,285
9,177	7,088		7,088	4,696	2,393	9,391	9,177
59,971	-		0	0	0	0	-
18,833	10,709		18,969	12,500	6,169	25,000	35,660
98,718	47,797	5	57,171	45,000	12,171	90,000	108,196
98,718	47,797	3	57,171	45,000	12,171	90,000	108,196
987,163	477,966	1	571,714	450,000	121,714	900,000	1,081,960
3,015,398	1,462,287	2	2,141,525	1,530,000	611,525	3,060,000	4,057,448
11,817,384	5,651,463		7,482,295	4,995,596	2,486,699	9,991,192	14,051,213
EXPENDITURE							
834,336	378,222		390,133	334,498	55,635	668,996	371,096
667,262	339,021		324,706	372,837	-48,131	745,674	724,399
642,648	300,647		545,088	285,000	260,088	570,000	824,139
70,177	40,490		0	12,500	-12,500	25,000	0
93,811	33,457		58,505	42,081	16,424	84,161	113,670
23,238	9,551		6,906	18,500	-11,594	37,000	15,373
18,996	11,764		8,960	19,540	-10,580	39,080	25,243
0	0		0	500	-500	1,000	0
2,143	2,143		2,241	1,841	400	3,883	3,776
17,343	17,343		18,098	11,700	6,398	23,400	18,098
285,664	143,827	4	162,030	155,000	7,030	310,000	320,057
1,409,998	708,768		773,350	808,285	-34,935	1,616,569	1,494,710
1,042,542	477,965	1	541,821	450,000	91,821	900,000	997,067
3,015,398	1,462,287	2	2,141,525	1,530,000	611,525	3,060,000	3,787,448
8,123,555	3,925,485		4,973,362	4,042,281	931,081	8,084,563	8,695,078
3,693,829	1,725,978		2,508,933	953,314	1,555,618	1,906,629	5,356,135
1,409,998	708,768		773,350	808,285	-34,935	1,616,569	1,494,710
30,136	15,390		-22,926	80,235	-103,161	160,470	160,470
132,860	66,430		67,860	65,000	2,860	130,000	130,000
420	47,797		57,171	40,000	17,171	80,000	80,000
242,634	47,797		57,171	40,000	17,171	80,000	80,000
5,183,883	2,257,333		3,123,006	1,536,364	1,586,641	3,072,729	6,400,375

OMARUNUI LANDFILL JOINT COMMITTEE
 FINANCIAL SUMMARY
 FOR THE 6 MONTH ENDED - 31st December 2020

LAST YEAR ACTUAL (Full Year)	LAST YEAR ACTUAL (YTD)	Notes	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	FULL YEAR BUDGET \$	PREDICTED ACTUAL \$
DEVELOPMENT COSTS FOR VALLEY A & D							
EXPENDITURE							
84,502	37,651	Planning Advice	128,653	75,000	53,653	150,000	150,000
-	-	- Water Quality Monitoring Bores	0	0	0	0	0
2,594	2,594	Solid Waste Management	0	0	0	0	0
88,326	6,767	Gas Control	2,838	259,848	-257,010	519,695	519,695
0	0	Stormwater	15,577	40,000	-24,423	80,000	80,000
462,392	920	Leachate Collection System	20,169	10,520	9,650	21,040	21,040
44,206	44,206	Liner	475	337,500	-337,025	675,000	675,000
903,251	121,879	Earthworks	507,876	103,367	404,509	206,733	506,733
158,410	79,205	Overheads	80,910	87,500	-6,590	175,000	175,000
<u>1,724,681</u>	<u>293,221</u>		<u>756,299</u>	<u>913,734</u>	<u>-157,435</u>	<u>1,827,468</u>	<u>2,127,468</u>
-1,724,681	-293,221	Total Development Costs	-756,299	-913,734	157,435	-1,827,468	-2,127,468
DEVELOPMENT COSTS FOR VALLEY B & C							
EXPENDITURE							
181,069	58,181	Planning Advice	122,280	162,500	-40,220	325,000	325,000
-	-	- Landfill Area B&C Construction	3,000	803,000	-800,000	8,576,000	8,576,000
17,989	8,887	Overheads	8,874	11,000	-2,126	22,000	22,000
<u>199,058</u>	<u>66,868</u>		<u>134,154</u>	<u>976,500</u>	<u>-842,346</u>	<u>8,923,000</u>	<u>8,923,000</u>
-199,058	-66,868	Total Development Costs	-134,154	-976,500	842,346	-6,923,000	-6,923,000
FORESTRY COSTS (Funded from the Property Reserve)							
272	272	Other Insurance	629	200	429	400	796
-	-	- Planning Advice	0	2,500	-2,500	5,000	2,500
-	-	- Contracted Services	0	7,500	-7,500	15,000	0
1,436	1,436	Internal - HDC Rates & Charges	1,494	650	844	1,300	2,036
<u>1,708</u>	<u>1,708</u>	Total Forestry Costs	<u>2,123</u>	<u>10,850</u>	<u>-8,727</u>	<u>21,700</u>	<u>5,332</u>

* YTD Actuals include accruals

Notes:

- 1 A waste Levy of \$101 collected and paid back to the Ministry for Environment
- 2 ETS levy of \$294 for 2019/20 and \$361 for 2020/21
- 3 \$1/t collected for leachate development
- 4 The overhead costs have been agreed with NCC at budget time
- 5 \$1/t collected for Tyre Processing Fund