

Friday, 17 June 2022

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

Administered by Hastings District Council

Ōmarunui Refuse Landfill Joint Committee Meeting

Kaupapataka

Agenda

Te Rā Hui:
Meeting date: **Friday, 17 June 2022**

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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HASTINGS DISTRICT COUNCIL
207 Lyndon Road East, Hastings 4122 | Private Bag 9002, Hastings 4156
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TE KAUNIHERA Ā-ROHE O HERETAUNGA

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

The Heads of Agreement for the Ōmarunui 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 Ōmarunui 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	Ōmarunui 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 Ōmarunui 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 Ōmarunui 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, 17 June 2022

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council

Ōmarunui Refuse Landfill Joint Committee Meeting

Kaupapataka

Agenda

Heamana

Chair: Councillor Ann Redstone (HDC)

Nga mema o te Komiti

Committee Members:

Councillors Simon Nixon, Henare O’Keefe 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 – Ngā Whakapāhatanga

- 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 Minitī

- 3.0** Minutes of the Ōmarunui Refuse Landfill Joint Committee Meeting held Friday 3 December 2021.
(Previously circulated)

- 4.0** **Nine Month Activity Report** **9**

- 5.0** **Health and Safety Report** **21**

- 6.0** **Central Government Updates Relating to the Waste Sector** **31**

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

8.0 Urgent Items – *Ngā Take Whakahihiri*

Friday, 17 June 2022

Item 4

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Ōmarunui Refuse

Landfill Joint Committee Meeting

Te Rārangi Take

Report to Ōmarunui Refuse Landfill Joint Committee

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

Te Take:
Subject: Nine Month Activity Report

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is to inform the Ōmarunui Refuse Landfill Joint Committee on landfill activities for the nine month period ending March 2022.

2.0 Recommendations – Ngā Tūtohunga

That the Ōmarunui Refuse Joint Landfill Committee receive the report titled Nine Month Activity Report dated 17 June 2022.

3.0 Finance and Tonnages

3.1 The financial position of the main accounts at 31st March 2022 is as follows:

	\$ 9 month actuals	\$ 9 month budget	\$ 9 month variation
Revenue*	6,447,082	5,949,917	497,165
Expenditure*	3,658,152	3,120,804	537,348
Net surplus from operations	2,788,930	2,829,113	-40,183

*Excludes the waste levy and ETS

3.2 The net surplus from operations as at 31st March 2022 is \$40,183 below budget.

3.3 Tonnages are currently tracking down on last year's actual total (69,059 tonnes versus 82,632).

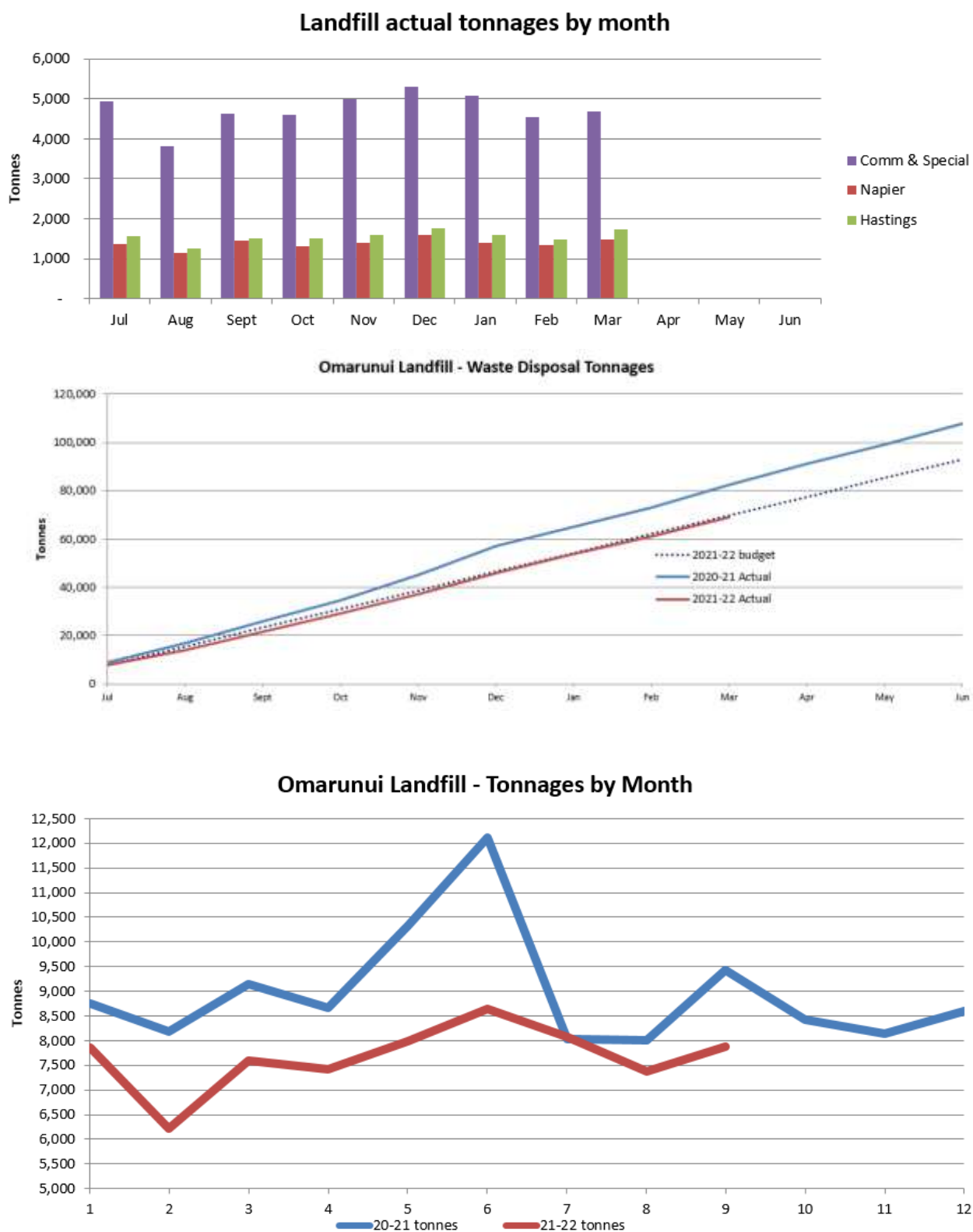
3.4 Total revenue from waste is above budget. This is mainly due to increased volumes of special waste received under the "Commercial" waste category:

	\$ 9 month actuals	\$ 9 month budget	\$ 9 month variation	\$ Annual budget
Commercial	4,228,588	3,676,500	552,088	4,902,000
HDC	1,108,769	1,140,000	(31,231)	1,520,000
NCC	953,066	967,500	(14,434)	1,290,000
Total	6,290,423	5,784,000	506,423	7,712,000

3.5 Expenditure is \$491,752 above budget due to higher costs with landfill maintenance and external plant hire.

3.6 Overall tonnages year to date are below budget by 691 tonnes or 1%.

Activity	9 month actual	9 month budget	9 month variance	Annual budget
Commercial	31,985	36,750	(4,765)	49,000 t
Special	10,613	8,250	2,363	11,000 t
HDC	13,993	12,750	1,243	17,000 t
NCC	12,468	12,000	468	16,000 t
Total	69,059	69,750	(691)	93,000 t



3.7 The budgeted volume of waste for the 2021/22 year is 93,000 tonnes.

4.0 Development update for Areas A & D

- 4.1 To date \$1,318,330 has been spent on the construction of development work. The development budget for the full year is \$1,815,735. Development costs to date are in relation to construction work on the earth liner in the northern extension (Stage 4) of Area D and the bulk earthworks at the southern extension (Stage 3) of Area D. This expenditure includes work associated with the excavation and carting of clay from offsite locations. Clay is now being sourced from other areas as the onsite supply has been exhausted at Ōmarunui. These additional costs have been recognised when running the most recent landfill Full Cost Accounting Model so that appropriate revenue is gathered to fund the work. Multiple offsite locations for clay are being investigated and consent applications are currently being sought to extract clay from two promising locations.

5.0 Development update for Area B

- 5.1 To date in the 2021/22 financial year \$536,705 has been spent on planning, legal, design and preliminary contract preparation work associated with the future development of the Area B extension of the landfill. The full year budget, which had allowed for actual construction work, is \$9,847,000.
- 5.2 The resource consent applications to extend the landfill into Area B were lodged prior to Christmas 2019. However due to the length of time required to process the application and supply additional information, combined with Covid-19 related delays, a resource consent hearing was not held until 1st of November 2021. The hearing ran for two days and involved the HDC, HBRC, the applicant (the landfill), submitters (for and against) and expert witnesses working on behalf of their clients. Due to ongoing Covid-19 travel and meeting restrictions at that time, the hearing was conducted remotely by way of Zoom (audio visual platform). As a number of people involved with the hearing were based in Auckland and were unable to travel to Hawke's Bay this was the only way they could participate.
- 5.3 The landfill required new resource consents so that it could extend into Area B of the site. This space is required so that waste can continue to be received beyond 2025. The current filling area (Area D) will be full by 2025.
- 5.4 In December 2021, a decision on the outcome of this meeting was given in favour of granting the consents. Appeals on the hearing decision were required to be lodged by 19th January 2022. No appeals were received and the resource consents have since been formalised.
- 5.5 More recently development work on Area B has included the tendering of a landscaping contract, groundwater testing and more detailed design work. The value of work being carried out in Area B over the next few years will be substantial, however these costs have been planned and budgeted for.

6.0 Proposed Education Centre and Office

- 6.1 Another project associated with the Area B development involves the construction of an education centre and office that will overlook the new landfilling area.
- 6.2 A building contractor met with officers on 27th May with a proposal on how best to utilise the materials available on site and how the cost of these materials could be deducted from building costs. The contractor also presented up to date costings for the work based on the final design plans. These costs were significantly higher than originally estimated and reported to the Committee back in December 2020. The cost of building has increased dramatically since that time and revised costs will need to be presented at the next Ōmarunui Refuse Joint Landfill Committee meeting in September.

7.0 Landfill Committee Representation and Heads of Agreement

- 7.1 The Ōmarunui Landfill operates under a Heads of Agreement (HOA) between HDC and NCC. This HOA currently allows for the representation of four HDC and two NCC Councillors on the Ōmarunui Joint Refuse Landfill Committee. This ratio of NCC and HDC councillors is reflective of the ownership percentage each council holds in the facility.
- 7.2 During the process of obtaining new resource consents to continue landfilling at Ōmarunui (Area B of the site), a relationship with the Ngāti Parau hapu was formed to answer and address the concerns that the hapu had about the landfill site and its operation. As a result of this relationship, the matter of representation on the landfill committee was raised. This was also something discussed by the hearing commissioners and referenced through the later stages of the resource consent application process. Officers are working through the necessary requirements to enable the opportunity for a full role on the landfill committee.

8.0 Operations

- 8.1 New landfill charge rates were agreed at the Ōmarunui Joint Landfill Committee meeting in December 2021 and these charges will come into effect on 1 July 2022. The charge rate for general municipal waste will increase from \$142 per tonne (excl. GST) to \$145 per tonne (excl. GST).
- 8.2 The tip area continues to be kept as small as practicable 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. Daily cover continues to be excavated from the quarry located in Area B.
- 8.3 The airspace currently available for waste is limited due to the delay in obtaining suitable clay for the extension of Area D and is therefore having to be managed carefully. It is hoped to have more airspace available later in June.
- 8.4 An upgraded deodoriser system that helps minimise and neutralise offensive odour is currently being installed at the site. While this will help with the general running of the site, it will be of particular benefit when loads of rubbish containing offensive odour are delivered to the site.

9.0 Maintenance Work

- 9.1 The site continues to be well maintained and is in good condition. A section of large litter fence that blew over during a storm has now been repaired. The work was completed by landfill staff due to difficulties in securing the services of a suitable contractor.
- 9.2 The chip seal extension of the main access road has proved to be of great benefit. That section of road previously needed constant attention to keep it user friendly and was the subject of continuous complaint. No complaints are now received about the state of the road at that location.
- 9.3 Other maintenance work of note includes the repairs to the inlet of a large 1350mm diameter pipe (culvert) under the main entrance road into the landfill. This work has been budgeted for and is currently being priced by a contractor.

10.0 Leachate

- 10.1 The leachate system is working well, however the summer weather conditions were not particularly helpful in assisting with the efficiency of our spray irrigation operations. As a result of this and late summer heavy rain events, leachate is now being carted off site for treatment and disposal. This will enable the landfill to keep leachate pond levels more manageable over the coming winter months. Costs associated with carting leachate off-site are covered by the landfill’s leachate reserve.

- 10.2 The landfill now has 56 irrigation pods connected to the leachate disposal system. This has made it easier to alternate between different irrigation areas when we are able to irrigate. This added flexibility will improve the efficiency of the system.

11.0 Landfill Gas

- 11.1 Additional vertical gas wells are planned for the site over the next two to three years. All new wells are integrated into the gas collection network. This results in more landfill gas being captured and further reduces 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 is flared off. Improvements and maintenance work has also been carried out on sections of the gas pipe network that connects the wells to the flare and plant.
- 11.2 During the reporting period maintenance work was carried out on the gas flare. Further maintenance work is planned, however this work will be coordinated with the gas to energy plant to ensure that landfill gas will be dealt by at least one of the two destruction methods on site.
- 11.3 Recently the gas to energy plant was shut down for repairs, however it is now operating again. While the gas to energy plant was being repaired the flare acted as the prime method of destroying landfill gas.

12.0 Health and Safety

- 12.1 The Ōmarunui 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"***.
- 12.2 Additional Health & Safety information relating to the landfills performance is the subject of a separate report to this committee.

13.0 Skins/Pelts/Fleshings/Tannery Waste

- 13.1 The landfill continues to receive tannery waste that includes skins, pelts, fleshings and chromate sludge. Odour and airborne contaminants such as hydrogen sulphide and ammonia, continue to be something staff need to deal with. To gain more information on the matter, independent air quality specialists have been engaged to undertake testing at the site. This has been previously undertaken, however it is something the landfill will need to carry out on a regular basis so that the extent of the issue can be monitored and managed.
- 13.2 The most recent report on the matter has only just been received (at the time of writing this report) and Council staff, including health and safety officers have not yet had an opportunity to review the report's findings.
- 13.3 Measures to manage and control the acceptance of these materials in the first instance have been introduced (as previously reported to the committee) and include limiting the amount of material coming in each day and the introduction of higher charge rates to reflect the extra costs associated with the management and impact of this waste stream.
- 13.4 In terms of protecting staff, customers, neighbours and the environment other measures have been, and are being introduced. These include the use of personal gas monitors, the logging and monitoring of data from the personal monitors, the use of respirators by staff and contractors, and the requirement that all machinery working in the tip area have cabins with air filtration systems installed. Due to the high concentration of certain contaminants, the use of respirators by machine operators will still be required even in air filtered cabins. Fixed position air quality monitoring stations are also to be installed at a number of locations at the landfill. While exact positions are still to be decided upon, locations are likely to include the tip area and points along the property boundary. The possibility of achieving a higher level of cabin air filtration on tip face machinery will also be investigated.

- 13.5 While consideration of banning tannery waste is a possibility the landfill is trying to see how it can safely operate by mitigating all the negative impacts and therefore continue to accept this waste stream, albeit under controlled conditions.

14.0 Plant Management Contract

- 14.1 The landfill's plant management contract finished on 30 June 2021. A new contract was tendered and awarded to M W Lissette Ltd. The new contract started on 1 July 2021 and has a term of 4 years with three possible extensions of one year each.

15.0 Landfill Compactor

- 15.1 The new waste is now operating on the tip face. As part of the commissioning process staff operating the compactor received training from the machines supplier (Terra Cat NZ). The old compactor is now going to be used as a backup to the new machine. At times both compactors will work on the tip face together when the situation warrants it.

16.0 Proposed Government Changes

- 16.1 On Sunday 13 March, the Ministry for the Environment announced its "Transforming Recycling" proposal and the consultation period for submissions. Key aspects of the proposal include the following items:

- Container Return Scheme
- Improvements to household kerbside recycling (including food waste and reporting)
- The separation of business food waste.
- National reporting requirements
- Proposed Duty of Care Model

Other elements of the proposed changes will potentially have a significant impact on the landfill and on what waste streams are redirected away from landfill disposal in NZ. With this in mind, a review by Council staff on the acceptance and categorisation of different wastes is currently on hold pending Government direction on the matter.


17.0 Financial Summary

- 17.1 Attached to this report is the financial summary (**Attachment 1**) for the 9 month period ending 31 March 2022.

18.0 Staffing

- 18.1 Staff turnover at the landfill has traditionally been minimal, however it is with sadness that I advise the committee of Phil Doolan's resignation and departure from his position as Solid Waste Engineer. Chris Morgan (previously the landfill's Solid Waste Operations Supervisor) has taken up Phil's position as Acting Solid Waste Engineer for the interim period.

Attachments:

- | | | |
|---|---|----------|
| 1  | Ōmarunui Landfill Joint Committee Financial Summary 31 March 2022 | CG-16-71 |
|---|---|----------|

**OMARUNUI LANDFILL JOINT COMMITTEE
FINANCIAL SUMMARY
FOR THE 9 MONTH ENDED - 31st March 2022**

LAST YEAR ACTUAL (Full Year)	LAST YEAR ACTUAL (YTD)		Notes	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	FULL YEAR BUDGET \$	PREDICTED ACTUAL \$
REVENUE								
2,882,466	2,183,067	Local Authorities		2,061,835	2,107,500	-45,665	2,810,000	2,760,000
5,750,818	4,463,107	Commercial Operations		4,228,588	3,676,500	552,088	4,902,000	5,400,000
20,293	19,871	Other		220	784	-564	1,046	2,266
9,177	8,133	Rentals (Farm & Power Strn)		9,865	6,883	2,982	9,177	15,977
20,097	-	Interest on funds		0	0	0	0	-
31,567	24,696	Sale of gas		8,456	18,750	-10,294	25,000	25,000
107,792	82,632	Tyre Processing Fund	5	69,059	69,750	-691	93,000	93,000
107,792	82,632	Leachate development	3	69,059	69,750	-691	93,000	93,000
1,077,925	826,316	Waste Levy \$10/t & \$20/t	1	1,381,183	1,395,000	-13,817	1,860,000	1,860,000
4,025,658	3,082,127	ETS \$36/t & \$46/t	2	3,176,721	3,208,500	-31,779	4,278,000	4,278,000
14,033,585	10,772,580	Total Revenue		11,004,986	10,553,417	451,569	14,071,223	14,527,243
EXPENDITURE								
786,033	543,879	Maintenance - Landfill		554,813	338,641	216,172	451,521	311,431
1,076,154	489,498	Other refuse disposal		692,441	640,975	51,467	842,766	796,966
1,108,008	874,699	External plant hire		586,503	450,000	136,503	600,000	850,000
118,620	0	External plant hire escalations		0	37,500	-37,500	50,000	0
93,690	77,491	Leachate Treatment/Disposal		148,384	81,871	66,513	109,161	109,161
19,133	10,411	Kiosk Charges		17,408	28,725	-11,317	38,300	38,300
23,371	11,265	Ground & Surface Water Testing		54,159	29,310	24,849	39,080	25,000
0	0	Gas to energy		0	750	-750	1,000	1,000
10,709	2,241	Farm operations		2,385	2,762	-377	3,683	2,385
18,098	18,098	Rates		19,631	17,550	2,081	23,400	23,400
1,048,031	796,423	Waste Levy \$10/t & \$20/t	1	1,381,183	1,395,000	-13,817	1,860,000	1,860,000
4,025,658	3,082,127	ETS \$36/t & \$46/t	2	3,176,721	3,208,500	-31,779	4,278,000	4,278,000
10,195,119	7,301,140	Total Expenditure		8,216,056	7,724,304	491,752	10,287,205	10,407,903
3,838,466	3,471,439	SURPLUS from Operations		2,788,930	2,829,113	-40,183	3,784,018	4,119,339
1,535,755	1,151,925	Add back Non Cash Depreciation		1,334,129	1,259,846	74,283	1,679,795	1,784,761
-83,651	-14,633	Less transfer to/from Plant and Property Fund		69,121	-282,057	351,178	-376,076	-473,439
130,000	101,790	Less transfer to After Care Reserve		97,500	97,500	0	130,000	130,000
107,792	82,632	Less transfer to/from Tyre Reserve		69,059	60,000	9,059	80,000	80,000
107,792	82,632	Less transfer to/from Leachate Reserve		69,059	60,000	9,059	80,000	80,000
5,112,287	4,370,944	Surplus before Capital Costs		3,818,319	4,153,516	-335,197	5,549,888	6,087,539

**OMARUNUI LANDFILL JOINT COMMITTEE
FINANCIAL SUMMARY
FOR THE 9 MONTH ENDED - 31st March 2022**

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							
197,609	160,181	Planning Advice	30,445	112,500	-82,055	150,000	120,000
-	-	Water Quality Monitoring Bores	0	0	0	0	0
-	-	Solid Waste Management	0	0	0	0	0
33,070	2,638	Gas Control	15,230	196,145	-180,915	269,695	80,000
16,324	16,324	Stormwater	0	50,000	-50,000	100,000	0
20,169	20,169	Leachate Collection System	29,004	15,780	13,224	21,040	0
264,988	239,099	Liner	161,450	300,000	-138,551	400,000	400,000
1,285,983	671,148	Earthworks	950,951	535,000	415,951	700,000	1,300,000
175,001	131,250	Overheads	131,250	131,250	0	175,000	175,000
1,993,144	1,240,810		1,318,330	1,340,674	-22,345	1,815,735	2,075,000
-1,993,144	-1,240,810	Total Development Costs	-1,318,330	-1,340,674	22,345	-1,815,735	-2,075,000
DEVELOPMENT COSTS FOR VALLEY B & C							
EXPENDITURE							
301,582	200,826	Planning Advice	520,206	243,750	276,456	325,000	655,000
3,000	3,000	Landfill Area B&C Construction	0	4,025,424	-4,025,424	9,500,000	9,500,000
22,000	16,500	Overheads	16,500	16,500	0	22,000	22,000
326,582	220,326		536,705	4,285,674	-3,748,968	9,847,000	10,177,000
-326,582	-220,326	Total Development Costs	-536,705	-4,285,674	3,748,968	-9,847,000	-10,177,000
FORESTRY COSTS (Funded from the Property Reserve)							
603	603	Other Insurance	400	0	400	0	0
1,494	1,494	Internal - HDC Rates & Charges	1,592	975	617	1,300	1,300
2,097	2,097	Total Forestry Costs	1,992	975	1,017	1,300	1,300

* YTD Actuals include accruals

Notes:

- 1 A waste Levy of \$10/t for 2019/20 & \$20/t for 2020/21 collected and paid back to the Ministry for Environment.
- 2 ETS levy of \$29/t for 2019/20 and \$36/t 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

OMARUNUI LANDFILL JOINT COMMITTEE
FINANCIAL SUMMARY
FOR THE 9 MONTH ENDED - 31st March 2022

LAST YEAR ACTUAL (Full Year)	LAST YEAR ACTUAL (YTD)	Notes	YTD ACTUAL \$	YTD BUDGET \$	YTD VARIANCE \$	FULL YEAR BUDGET \$	PREDICTED ACTUAL \$
REVENUE							
						0	
						0	
0	0		0	0	0	0	0
						0	
						0	
						0	
		5				0	
		3				0	
		1				0	
		2				0	
0	0		0	0	0	0	0
EXPENDITURE							
0	0		0	0	0	0	0
						0	
						0	
						0	
0	0		0	0	0	0	0
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
		4				0	
						0	
		1				0	
		2				0	
0	0		0	0	0	0	0
0 SURPLUS from Operations							
0	0		0	0	0	0	0
						0	
						0	
						0	
0	0		0	0	0	0	0

OMARUNUI LANDFILL JOINT COMMITTEE
FINANCIAL SUMMARY
FOR THE 9 MONTH ENDED - 31st March 2022

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							
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
0	0		0	0	0	0	0
0	0		0	0	0	0	0
DEVELOPMENT COSTS FOR VALLEY B & C							
EXPENDITURE							
						0	
						0	
0	0		0	0	0	0	0
0	0		0	0	0	0	0
FORESTRY COSTS (Funded from the Property Reserve)							
						0	
0	0		0	0	0	0	0

* YTD Actuals include accruals

Landfill Financial Summary March 2022

3

18/05/2022

Notes:

- 1 *A waste Levy of \$10/t for 2019/20 & \$20/t for 2020/21 collected and paid back to the Ministry for Environment.*
- 2 *ETS levy of \$29/t for 2019/20 and \$36/t 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*

Friday, 17 June 2022

Item 5

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Ōmarunui Refuse Landfill Joint Committee Meeting

Te Rārangi Take

Report to Ōmarunui Refuse Landfill Joint Committee

Nā:
From: Paul McClusky, Health & Safety Partner

Te Take:
Subject: Health and Safety Report

1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to inform and update the Ōmarunui Refuse Landfill Joint Committee about Health and Safety at the Ōmarunui 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 the Councils meet their legal obligations.
- 1.3 Whilst Hastings District Council's 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 as members of this Joint Committee also need to be provided with information.
- 1.4 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 nine month period 1 July 2021 – 31 March 2022.

2.0 Recommendations - *Ngā Tūtohunga*

That the Ōmarunui Refuse Landfill Joint Committee receive the report titled Health and Safety Report dated 17 June 2022.

Attachments:

1↓

Health and Safety Report to Ōmarunui Refuse
Landfill Joint Committee - 1 July 2021 - 31 March
2022

HR-03-8-2-22-194

Item 5

Ōmarunui Refuse Joint Landfill Committee Health and Safety Report 2021/2022 1 July 2021 – 31 Mar 2022

This report has been prepared for the Ōmarunui Refuse Joint Landfill Committee, and provides leading and lagging indicators in relation to health and safety practices at the Ōmarunui Landfill for the period 1 July 2021 to 31 March 2022. The data is presented alongside previous periods for comparison.

PAGE 1

A. EXECUTIVE SUMMARY

This report has been prepared for the Ōmarunui Refuse Joint Landfill Committee, and provides leading and lagging indicators in relation to health and safety practices at the Ōmarunui Landfill for the nine-month period 1 July 2021 to 31 March 2022. The data is presented alongside previous periods for comparison.

1. Health Risk Management

Exposure to Landfill Gases & Particulate:

Following health exposure monitoring carried out in March 2021, the recommended actions have been implemented across the site: venting wells have been capped, and continuous personal monitoring of all site staff is now in place. A review of the Personal Protective Equipment (PPE) provision as well as training has also been completed. Data collection from the personal gas monitors is now regularly downloaded and disseminated by site management as well as a review from the independent monitoring provider.

Monitoring of the data during March 2022 noted lower and less frequent exposures are now being recorded however health exposure to gas levels above the workplace exposure standard acceptable limits are still being recorded, this is notable when the tannery skins, pelts and chromium waste are brought to site. The new landfill technician role has allowed for more focus on the controls and management of the gas capture system is playing a vital part in managing the exposures. Use of specific PPE as well as other agreed controls will need to be maintained for the foreseeable future.

Exposure to Airborne Bio-aerosols (Bacterial & Fungi):

Bio-aerosol exposures (bacteria and fungi) for workers on the ground and in mobile plant at the tip head were noted at elevated levels and could result in adverse health effects. The results from this round of sampling indicate a high risk for workers working at the tip-face directing traffic and a moderate risk for those workers in mobile plant cabs. Current respirators used by tip-face workers are sufficient but improved in-cab filtration is necessary for mobile plant. In the meantime, respirators will be used by mobile plant operators.

Exposure Standards

Workplace Exposure Standards (WES) are set by WorkSafe New Zealand to be used as guidelines in making decisions regarding safe levels of exposure to various chemical agents found in the workplace.

It is important to note that there is an expectation from WorkSafe that worker exposure to hazardous substances will be controlled to a level as far below the relevant WES as practicable by applying the hierarchy of control required by the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016 under the Health and Safety at Work Act 2015.

The applicable Workplace Exposure Standards (WES) referred to in this assessment are presented in the table below

Substance	Workplace Exposure Standard (mg/m ³)		
	WES-TWA	WES-STEL	WES-Ceiling
Hydrogen sulphide (current)	5	10	-
Hydrogen sulphide (new levels in 2022)	1	5	-

PAGE 2

Independent exposure monitoring was conducted in March of 2021 and again in March 2022, this is part of our continued response to the landfill gas issues that we have been experiencing at the site as well as forming part of our regular health monitoring process.

2. Leading Indicators (Proactive Measures)

For the first two quarters of 2021/22 the leading indicators have been consistent with continued focus on safe operations in a Hydrogen Sulphide (H₂S) environment. Personal risk assessments utilising the "Stop, Look, Assess, Manage" (SLAM) approach, this has aided personnel to focus on the Critical Risk elements they are exposed to on a daily basis. The introduction of the Business Continuity Plans (BCP) in February 2022 to protect the critical services at Council have had an impact on reporting and involvement of staff for the 3rd quarter. Staff should be congratulated for their strict adherence to the BCP plans that were put in place which did result in very little COVID-19 impact being experienced at the site.

3. Lagging Indicators (Reactive Measures)

For the first two quarters of 2021/22 the lagging indicators have improved compared with the previous period, due to the return to normal operations post COVID-19 restrictions on activities. Quarter 3 reporting appears to have suffered from the post-Christmas malaise and the Red setting COVID-19 response. With the restrictions now eased, reporting levels should return to the expected levels both from employees and contractor. The introduction of a new Landfill Technician should also assist to actively encourage more reporting around incidents caused by employees, contractors and customers.







The recent COVID-19 outbreak and subsequent business continuity working conditions did have an effect on staff and their daily routines at site, their response to the constant changing of operational working conditions while managing genuine concerns about contracting the virus themselves was exemplary and should be applauded.

Table C1.4 summarises the significant incidents which occurred during Quarters Three and four. The significant events in this period occurred in areas identified as high risk and related Hazardous Substances

Table C2.1 An analysis of incidents during the nine month period from 01 July 2021, shows that vehicles, plant and mobile equipment and hazardous substances, continue to be the main hazard/risk classifications during the period.

B. LEADING INDICATORS

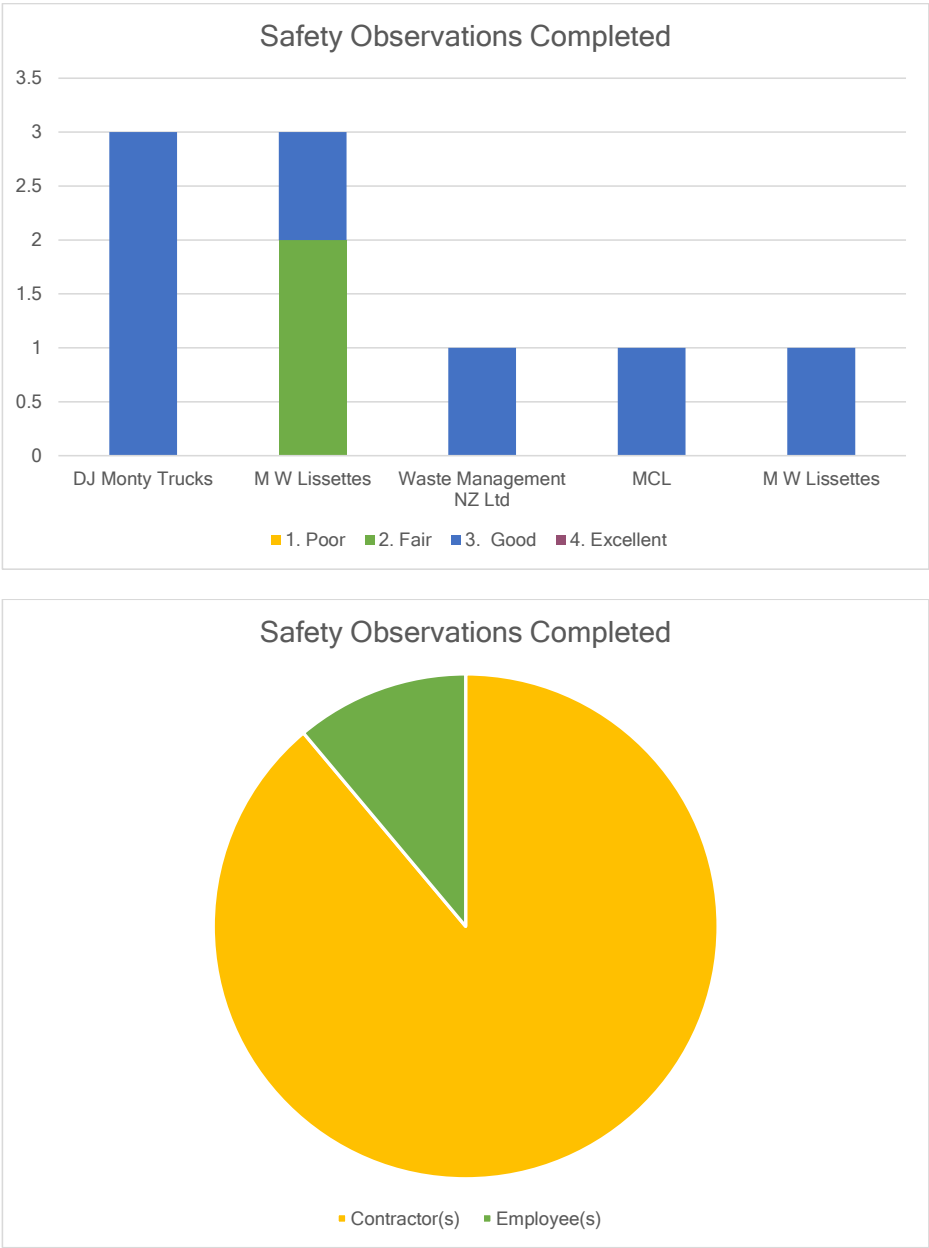
B1. Indicator Measures

Leading Indicator	FY21/22 Q3	FY21/22 Q1 & Q2	FY20/21 Q1 & Q2	FY19/20 Q3 & Q4	Trend
Hazards reported	1	17	4	1	
Toolbox Health and Safety Briefings held	71	131	156	144	
Health and Safety Risk Assessments undertaken	398	890	517	547	
Health and Safety Observations completed	11	11	20	8	
Number of staff attending Health and Safety training	0	26	10	3	
Health and Safety Recognition	0	0	0	0	

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

B2. Hazard Analysis

B2.1 Safety Observations Completed – (FY2021-22 Quarters 1-2 & 3)



C. LAGGING INDICATORS

C1. Reported Incidents

C1.1 Employee Incidents

Lagging Indicator	FY21/22 Q3	FY21/22 Q1 & Q2	FY20/21 Q1 & Q2	FY19/20 Q3 & Q4
Near Miss	2	13	1	5
Property Damage	1	5	10	7
Non Injury Incident	1	10	2	2
Injuries	1	0	0	4
• First Aid Treatment	0	0	0	3
• Medical Treatment	1	0	0	0
• Lost Time	0	0	0	1
WorkSafe Notifiable Events	0	0	0	0

C1.2 Contractor Incidents

	FY21/22 Q3	FY21/22 Q1 & Q2	FY20/21 Q1 & Q2	FY19/20 Q3 & Q4
Near Miss	2	7	4	2
Property Damage	7	7	12	2
Non Injury Incident	0	6	1	0
Injuries	1	0	0	2
• First Aid Treatment	1	0	0	2
• Medical Treatment	0	0	0	1
• Lost Time	0	0	0	0
WorkSafe Notifiable Events	0	0	0	1

C1.3 Public and Customer Incidents

	FY21/22 Q3	FY21/22 Q1 & Q2	FY20/21 Q1 & Q2	FY19/20 Q3 & Q4
Near Miss	2	6	1	0
Property Damage	0	1	5	4
Non Injury Incident	1	11	0	0
Injuries	0	0	0	0
• First Aid Treatment	1	0	0	0
• Medical Treatment	0	0	0	0
• Lost Time	0	0	0	0
WorkSafe Notifiable Events	0	0	0	0

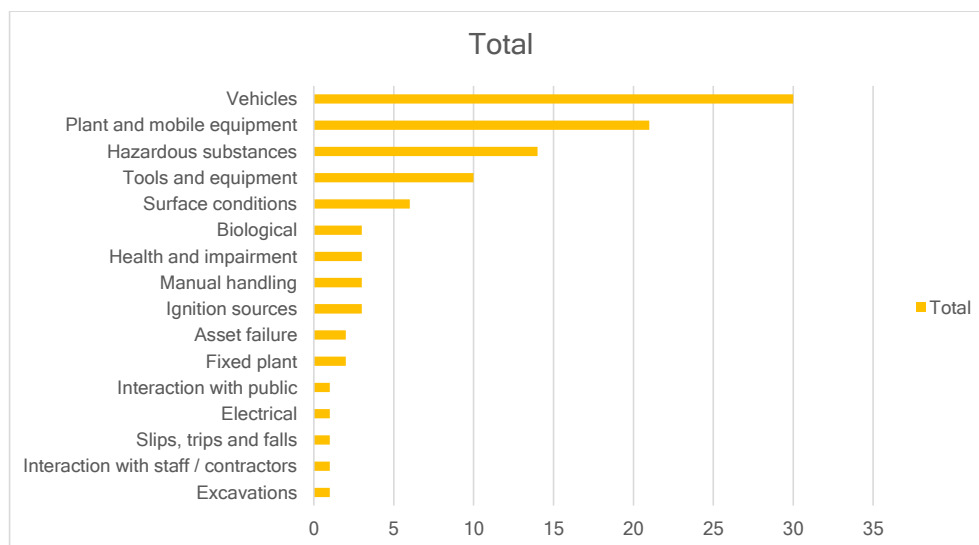
C1.4 Significant Incident Summary

‘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
Oct 2021	Customer / Employee / Contractor	Near Miss	<p>Unauthorised disposal of waste containing asbestos. Notification was made to landfill management on the 6th of October from customer, the event had occurred on the morning of the previous day. The material was not identified as containing asbestos when brought to site and was already compacted within the general waste by the time the call was received which has meant it was unable to be removed from the general rubbish area.</p> <ul style="list-style-type: none"> The incident further emphasises the need to be wearing adequate respiratory protection at tip face at all times. Landfill tips newsletter to be sent out regarding the incident and highlighting again that customers, visitors and all personnel should be wearing of a minimum of aGP2 respirator type mask onsite
March 2022	Employee	Medical Treatment	An employee sprained their wrist when tipping concrete mixer. This required medical treatment. The incident has been investigated and corrective actions have been put in place.

C2. Incident Analysis

C2.1 Incidents by Hazard/Risk Classification (FY2021-22 Quarter 1-2 & 3)



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.

Friday, 17 June 2022

Item 6

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Ōmarunui Refuse Landfill Joint Committee Meeting

Te Rārangi Take

Report to Ōmarunui Refuse Landfill Joint Committee

Nā:
From: **Angela Atkins, Waste Planning Manager**

Te Take:
Subject: **Central Government Updates Relating to the Waste Sector**

1.0 Purpose and summary - Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is to inform the Committee of the current work programme that the Ministry for the Environment is undertaking regarding waste minimisation.
- 1.2 At the end of 2021, there were three consultations; Emission Reduction Plan, Waste Minimisation Act and New Zealand Waste Strategy, Product Stewardship for large batteries and tyres.
- 1.3 In March the Transforming Recycling consultation was announced with submissions closing 22 May 2022. The feedback from this consultation will be presented to cabinet in late 2022 to inform the next steps.
- 1.4 National Adaptation Plan consultation closes 3 June 2022.
- 1.5 The waste and resource recovery sector is the only key infrastructure not identified as a “lifeline utility” in the draft national adaptation plan.
- 1.6 There are two supporting actions proposed around climate-related risk for landfills;
 - Encourage and support the evaluation of climate-related risks to landfills and contaminated sites.
 - Explore funding options to support the investigation and remediation of contaminated sites and landfills vulnerable to the effects of climate change.
- 1.7 The Emission Reduction Plan and associated emission budgets were released in May.
- 1.8 Key aspects of the Emission Reduction Plan that relate to the waste sector are;
 - Enable households and businesses to reduce organic waste.

- Encourage behaviour to prevent waste at home.
 - Enable businesses to reduce food waste.
 - Support participation in improved kerbside collections.
 - Increase the amount of organic waste diverted from landfill.
 - Improve household kerbside collections of food scraps and garden waste.
 - Invest in organic waste processing and resource recovery infrastructure.
 - Require the separation of organic waste.
 - Reduce and divert construction and demolition waste to beneficial uses.
 - Support the building and construction sector to minimise waste through Research and improved capability.
 - Invest in sorting and processing infrastructure for construction and demolition materials.
 - Enable the separation of construction and demolition materials.
 - Explore bans or limits to divert more organic waste from landfill.
 - Investigate banning organic waste from landfill by 2030.
 - Increase the capture of gas from municipal landfills.
 - Regulations will require landfill gas capture at municipal (Class 1) landfills.
 - Feasibility studies will determine the need for additional landfill gas capture requirements.
 - Improve waste data and prioritise a national waste licensing scheme.
 - Develop a national waste licensing scheme.
 - Improve information on greenhouse gas emissions from waste disposal.
- 1.9 *Councils will need to provide services, such as kerbside collections and related infrastructure, that enable us to reduce and recycle organic waste. New Zealanders should be able to recycle organic waste responsibly no matter where they live. Sustained investment will be required by Council's industry and government in the coming years.*
- 1.10 Another consultation is expected in June on a new Investment Framework
- 1.11 The second annual increase to the Waste Disposal Levy occurs on 1 July 2022, increasing by \$10 to \$30 per tonne of waste to landfill.
- 1.12 New Waste Strategy due to be released in August/September 2022. The new strategy is anticipated to set an innovative bold direction for everyone to transform the way we think about and manage waste.
- 1.13 A Long-term Infrastructure Plan and Action Investment Plan for the waste sector are expected to be released at the end of 2022.
- 1.14 A Tyre Product Stewardship Scheme is due to commence in late 2022/early 2023.
- 1.15 The Farm Plastics Product Stewardship Scheme consultation is expected in the next 12 months.
- 1.16 The development of the new waste legislation based on the consultation undertaken in late 2021 is underway. A bill is expected to be introduced to Parliament later in 2022. The new legislation is expected to go through the House during 2023.
- 1.17 The consultation regarding this new legislation undertaken in 2021 and included the following proposed aspects;
- A duty of care model - people and organisations have duties to manage waste appropriately.
 - National licensing system for the waste management system.
 - Legislative support for product stewardship schemes
 - Maximising the waste levy.

2.0 Recommendations - *Ngā Tūtohunga*

That the Ōmarunui Refuse Landfill Joint Committee Meeting receive the report titled Central Government Updates Relating to the Waste Sector dated 17 June 2022.

Attachments:

There are no attachments for this report.