

Notice of the ordinary meeting of the

Nelson Tasman Regional Landfill Business Unit
Tira ā-Rohe Pakihi Ruapara o Whakatū,
o Te Tai o Aorere

Date:	Friday 12 June 2020
Time:	10.30a.m.
Location:	Council Chamber Floor 2A, Civic House 110 Trafalgar Street, Nelson

Agenda

Rārangi take

Chair	Nelson City Cr Judene Edgar
Deputy Chair	Tasman District Cr Trindi Walker
Members	Tasman District Cr Stuart Bryant Nelson City Cr Kate Fulton Andrew Stephens (Iwi Representative)

Quorum: 3

Pat Dougherty
Chief Executive

Nelson City Council Disclaimer

Please note that the contents of these Council and Committee Agendas have yet to be considered by Council and officer recommendations may be altered or changed by the Council in the process of making the formal Council decision.

Nelson Tasman Regional Landfill Business Unit – Delegations

The Nelson Tasman Regional Landfill Business Unit (NTRLBU) is a joint committee of Nelson City and Tasman District Councils. The NTRLBU is governed by a Terms of Reference (A1983272).

Areas of Responsibility

- Matters relating to the operation and use of the York Valley and Eves Valley landfills as regional landfill facilities, and the timing of their use.

Powers to Decide

- Setting of fees and charges for waste disposal at the regional landfill facilities by 30 June each year; including the power to apply discounted fees and charges for the disposal of waste in bulk; and to determine other circumstances where discounted fees and charges may be applied.
- Decisions to accept (or not accept) waste that is generated outside the Nelson-Tasman region.

Power to Recommend to Councils:

- Any other matters under the area of responsibility of the Business Unit
- All recommendations to Council will be subject to adoption of an equivalent resolution by the other Council, unless it is a matter specific to one Council only.

Quorum:

- The Memorandum of Understanding governing the NTRLBU allows for either four or five members to be appointed. The quorum at a meeting is either two (if four members are appointed), or three (if five members are appointed), including at least one from each local authority.

Procedure:

- The Standing Orders of the Council providing administration to the committee shall be applied at each meeting
- The Chairperson will not have a casting vote
- Copies of minutes of meetings of the Nelson Tasman Regional Landfill Business Unit will be retained by each Council for record keeping purposes

Nelson Tasman Regional Landfill Business Unit

12 June 2020

Page No.

1. Apologies

Nil

2. Confirmation of Order of Business

3. Interests

3.1 Updates to the Interests Register

3.2 Identify any conflicts of interest in the agenda

4. Public Forum

5. Confirmation of Minutes

5.1 13 March 2020

5 - 8

Document number M7775

Recommendation

That the Nelson Tasman Regional Landfill Business Unit

1. Confirms the minutes of the meeting of the Nelson Tasman Regional Landfill Business Unit, held on 13 March 2020, as a true and correct record.

5.2 Extraordinary Meeting - 1 May 2020

9 - 10

Document number M9832

Recommendation

That the Nelson Tasman Regional Landfill Business Unit

1. Confirms the minutes of the extraordinary meeting of the Nelson Tasman Regional Landfill Business Unit, held on 1 May 2020, as a true and correct record.

6. Chairperson's Report 11 - 13

Document number R18051

Recommendation

That the Nelson Tasman Regional Landfill Business Unit

- 1. Receives the report Chairperson's Report (R18051).***

7. General Manager Update 14 - 20

Document number R18045

Recommendation

That the Nelson Tasman Regional Landfill Business Unit

- 1. Receives the report General Manager Update (R18045).***

8. Nelson Tasman Regional Landfill Business Unit Disposal Fees Consultation 21 - 24

Document number R18047

Recommendation

That the Nelson Tasman Regional Landfill Business Unit

- 1. Receives the report Nelson Tasman Regional Landfill Business Unit Disposal Fees Consultation (R18047); and***
- 2. Confirms that the York Valley landfill disposal fees be increased by 5% (from \$163 to \$171 including GST) to take effect 1 July 2020.***



Minutes of a meeting of the Nelson Tasman Regional Landfill Business Unit

Held in Rūma Waimārama, Floor 2A, Civic House, 110 Trafalgar Street, Nelson

On Friday 13 March 2020, commencing at 9.30a.m.

Present: Councillor J Edgar (Chairperson), Nelson City Councillor K Fulton, Tasman District Councillors S Bryant and T Walker, and Mr A Stephens

In Attendance: Manager NTRLBU (N Clark), Group Manager Infrastructure (A Louverdis) Acting Manager NTRLBU (D Clifford) and Team Leader Governance (R Byrne)

Apologies : Nil

1. Confirmation of Order of Business

There were no changes to the order of business

Attendance: Councillor Fulton joined the meeting at 9.35a.m.

2. Interests

There were no updates to the Interests Register, and no interests with items on the agenda were declared.

3. Public Forum

There was no public forum.

4. Confirmation of Minutes

4.1 13 December 2019

Document number M6639, agenda pages 5 - 7 refer.

Resolved RLBU/2020/001

That the Nelson Tasman Regional Landfill Business Unit

- 1. Confirms the minutes of the meeting of the Nelson Tasman Regional Landfill Business Unit, held on 13 December 2019, as a true and correct record.***

Bryant/Walker

Carried

5. Nelson Tasman Regional Landfill Business Unit Acting General Manager's Update

Document number R15884, agenda pages 8 - 15 refer.

The Chairperson welcomed Nathan Clark, the recently appointed General Manager for the Regional Landfill and Regional Sewerage Business Units.

Acting General Manager, Don Clifford, presented his report and answered questions on timing for reviewing the Asset Management Plan, changes to waste makeup, education and emissions. There was discussion about how the Board will input into the Joint Waste Minimisation Management Plan and it was noted that a report would come to a future meeting.

In discussing the 2020/21 budget Mr Clifford noted he would add a comment on road surface renewal.

Mr Clifford advised that Tasman District Council and Nelson City Council had separately made a submission on the Government's consultation on the Landfill Levy.

Resolved RLBU/2020/002

That the Nelson Tasman Regional Landfill Business Unit

- 1. Receives the report Nelson Tasman Regional Landfill Business Unit Acting General Manager's Update (R15884).***

Bryant/Fulton

Carried

6. Nelson Tasman Regional Landfill Business Unit Revised Business Plan 2020/2021

Document number R15890, agenda pages 18 - 31 refer.

Acting General Manager, Don Clifford, presented the report and answered questions. It was agreed to update the Business Plan as follows:

- 5. Strategic Goals – include *Greenhouse gas emissions are monitored, managed and mitigated in a responsible manner.*

- KPI 1 – Landfill Capacity - it was noted as this was one year business plan items 2 and 3 should be amended to *Progresses*
- KPI 3 – Risks associated with services – include *Contingency Plan being triggered* and amend Landfill Activity Management Plan
- KPI 4 - Performance monitoring – amend to *Joint Committee regularly reviews the performance of the business unit*
- KPI 5 – remove *where this is economically viable*
- KPI 6 – Climate Change –include *the Board understands its mitigation responsibility*. Include a section on mitigation and measure being through current ETS
- KPI 7 - Good relationships - include *education opportunities are utilised*
- New Objectives:
 - Regularly engages with iwi, customers and owners - measurement being *meets with iwi on an annual basis*
 - Identify opportunities for collaboration through the business unit.

The meeting adjourned from 11.08a.m. until 11.20a.m.

- P24 - Landfill Charges - included a sentence referring to Government consulting on h landfill levy increases. Add *based on \$10 levy per tonne*. Remove reference to HAIL survey.

Resolved RLBU/2020/003

That the Nelson Tasman Regional Landfill Business Unit

- 1. Receives the report Nelson Tasman Regional Landfill Business Unit Revised Business Plan 2020/2021 (R15890) and its attachment (A2355972); and***
- 2. Approves the amended Nelson Tasman Regional Landfill Business Unit Business Plan 2020/2021 (A2355972); and***
- 3. Approves that the Chairperson and General Manager be delegated the authority to approve any final amendments required to the Business Plan, prior to sending to Nelson City and Tasman District Councils for approval.***

Bryant/Fulton

Carried

Recommendation to Council RLBU/2020/004

That the Nelson City and Tasman District Councils

1. Accept the revised Nelson Tasman Regional Landfill Business Unit Business Plan 2020/2021 (A2355972).

Bryant/Fulton Carried

The Chairperson thanked Mr Clifford for his work as Acting General Manager for the Regional Landfill Business Unit and the Regional Sewerage Business Unit.

There being no further business the meeting ended at 11.42a.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date



Minutes of an extraordinary meeting of the Nelson Tasman Regional Landfill Business Unit

Held via Audio- Visual (Zoom) on Friday 1 May 2020, commencing at 1.00p.m.

Present: Nelson City Councillors J Edgar (Chairperson) and K Fulton; Tasman District Council Councillors S Bryant and T Walker; and Mr A Stephens

In Attendance: NTRLBU General Manager (N Clark), NCC Group Manager Infrastructure (A Louverdis), TDC Engineering Services Manager (R Kirby), NCC Team Leader Governance (R Byrne)

Apologies : Nil

1. Confirmation of Order of Business

There was no change to the order of business

2. Interests

There were no updates to the Interests Register, and no interests with items on the agenda were declared.

3. Public Forum

There was no public forum.

4. Nelson Tasman Regional Landfill Business Plan (NTRLBU) 2020-2021

Document number R16987, agenda pages 4 - 41 refer.

NTRLBU General Manager, Nathan Clark, presented the report and advised members that the extraordinary meeting was called as the changes to the Business Plan were more than minor and therefore not covered by the resolution that allowed the Chair to approve minor changes to finalise the Business Plan.

Attendance: Councillor Fulton joined the meeting at 1.10p.m.

Mr Clark explained that when the annual return for the unique emission factor savings was accepted, it was backdated to January 2019 and provided a total of approximately \$1.2m savings. The savings would be allocated to pay off accumulated debt, therefore future budgets no longer included paying that debt.

Attendance: Mr Stephens left the meeting at 1.15p.m.

Mr Clark answered questions on overall landfill life and increasing gas extraction for the hospital boiler.

Responding to a question on what effect increasing the 20/21 budget for the three year capital works programme on NCC's Annual Plan (currently out for consultation) would be, Accountant, Andrew Bishop, advised that, while it would flow through to Councils Annual Plans, the quantum was not significant as it was a closed account and the costs were shared with Tasman District Council.

Attendance: Mr Stephens returned to the meeting at 1.26p.m.

Resolved RLBU/2020/005

That the Nelson Tasman Regional Landfill Business Unit

- 1. Receives the report Nelson Tasman Regional Landfill Business Plan 2020-2021(RR16987) and its attachments (A2375357 and A2375131); and***
- 2. Receives and approves the Nelson Tasman Regional Landfill Draft Business Plan 2020/21 (A2375131) subject to minor changes approved by the Chairperson; and***
- 3. Recommends the Nelson Tasman Regional Landfill Draft Business Plan 2020/21 be presented to the Tasman District Council and Nelson City Council.***

Bryant/Fulton

Carried

There being no further business the meeting ended at 1.46p.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Chairperson's Report

1. Chair's foreword

- 1.1 My Chair's report provides an update on matters relating to the regional landfill.

2. Recommendation

***That the Nelson Tasman Regional Landfill
Business Unit***

- 1. Receives the report Chairperson's Report
(R18051).***

3. COVID-19

- 3.1 The regional landfill was fully operational during the COVID-19 lock down and I wish to thank Downer (the regional landfill operator), the General Manager and NCC officers for all their work in maintaining this essential service during unprecedented times.
- 3.2 In addition to maintaining this essential service, the additional time put in to prepare Provincial Growth Fund applications is also acknowledged, along with the success of two applications totalling \$350,000.

4. Waste Minimisation

- 4.1 At the last Regional Landfill Board workshop, expanding the remit of the business unit to include waste minimisation was discussed. As the Board are aware, that responsibility currently sits with the two councils and falls under the umbrella of the NCC/TDC Joint Waste Management and Minimisation Plan (JWMMP).
- 4.2 The JWMMP was first developed in 2012 following a joint waste assessment in 2010 that identified future demands for waste management and minimisation services. A waste composition study was also undertaken in 2012. A subsequent joint waste assessment was undertaken in 2017 which informed the 2019 review of the JWMMP.

Item 6: Chairperson's Report

- 4.3 Waste assessments are a legal requirement of the Waste Minimisation Act (2008). WMMPs must be reviewed at least every six years, and accordingly, a waste assessment is undertaken prior to each review.
- 4.4 One of the key priorities within the 2012 JWMMP was an investigation into a joint landfill solution as running two separate landfills was identified as the biggest impediment to waste minimisation initiatives. After joint and separate studies by the two councils, a Statement of Proposal for the implementation of a regional landfill was released for consultation July 2014. The Nelson Tasman Regional Landfill Business Unit (business unit) was subsequently established 1 July 2017.
- 4.5 As outlined in the terms of reference, the regional landfill business unit's core purpose is the management and operation of a regional landfill facility in accordance with:
- 4.5.1 The Joint Waste Plan;
 - 4.5.2 The Long Term Plans and Annual Plans of each Council;
 - 4.5.3 The NTRLBU Asset Management Plan (that the business unit is required to prepare);
 - 4.5.4 The NTRLBU Business Plan (that the business unit is required to prepare);
 - 4.5.5 Resource consent conditions of each landfill; and
 - 4.5.6 The Solid Waste Activity Management Plans of the Councils.
- 4.6 The business unit is also required to ensure sufficient landfill space for future needs and that the landfill is operated in an environmentally sustainable manner. It is also required to be both self-funding and to generate income for the Councils to implement the Joint Waste Plan.
- 4.7 There was a purposeful separation between landfill and waste minimisation activities in the establishment of the business unit. It is considered that there is a degree of discord between the two activities as the landfill has financial and operating imperatives it must meet that could be seen to be in conflict with the minimisation of waste.
- 4.8 Further, successful delivery of waste minimisation activities will result in reduced volumes to landfill. With a high level of fixed costs this is likely to see increased costs for the landfill and a resultant increase in landfill charges.
- 4.9 The mechanics of changing the delegations to this Joint Committee will, as a minimum, require reports to both Councils to change the relevant agreement under clause 30A, Schedule 7 of the Local Government Act 2002 that established the joint committee, the terms of reference and the Councils' respective delegation registers.

Item 6: Chairperson's Report

- 4.10 In addition, any change to the delegations may require restructuring within NCC and depending on the extent of the delegation changes it could also require the transfer of TDC staff to NCC (as the employer of the NTRLBU staff).
- 4.11 Public acceptance of the Councils abdicating their waste minimisation responsibilities would need to be tested along with the public perception of the appropriateness of the landfill business unit running waste minimisation activities.
- 4.12 The purpose of the Waste Assessment is to gather sufficient background information regarding levels of waste, existing services and future needs to enable the councils to determine if their existing Joint Waste Management and Minimisation Plan (JWMMP) continues to meet the councils' waste minimisation aspirations or if it needs to be amended, or completely revoked and a new plan substituted. Accordingly, there is already a review mechanism to ascertain where waste minimisation activities are best located.
- 4.13 It is noted that the key concern that drove these enquiries was an absence of reporting to Council and accountability of the waste minimisation objectives, policies and methods within the JWMMP. Accordingly, NCC officers have been asked to report on Nelson's progress relating to the JWMMP outcomes to the NCC Infrastructure Committee (under whose delegation this falls) as part of their regular Quarterly Report. It would be beneficial if TDC officers were able to provide their councillors with feedback on Tasman's progress. The Business Unit could write to each Council to confirm our desire for regular reporting on waste minimisation activities and outcomes. It is considered that this will then enable greater public accountability and oversight and input by all councillors on the respective councils.
- 4.14 With resourcing and budgetary constraints driven by COVID-19 within each Council, this is considered a good outcome with both shorter term and longer term options proposed.

Author: **Judene Edgar, Chairperson**

Attachments

Nil

General Manager Update

1. Purpose of Report

- 1.1 This report is a three monthly update by the General Manager (GM) on activities undertaken over the last three month by the Nelson Tasman Regional Landfill Business Unit (NTRLBU)

2. Recommendation

***That the Nelson Tasman Regional Landfill
Business Unit***

- 1. Receives the report General Manager Update
(R18045).***

3. Summary

- 3.1 The NTRLBU Operations have experienced significant changes over the last three months. These changes include:
- 3.1.1 COVID 19 and its effects on waste volumes being received;
 - 3.1.2 Unique Emission Factor acceptance and resulting savings;
 - 3.1.3 Revised Business Plan prepared and accepted to reflect the above;
 - 3.1.4 Applications for funding to the Provincial Growth Fund for a number of project on NTRLBU's behalf, and acceptance of two projects totalling \$350,000;
 - 3.1.5 New staff have signed employment contracts with NCC, to act as Operations Manager and Activity Engineer on behalf of the NTRLBU.

Item 7: General Manager Update

4. Background

- 4.1 This report is the GM update for 3 months to 31 May 2020 for activities and 30 April 2020 for finances. It outlines the activities, issues and opportunities that have occurred during the last 3 months.

5. Health And Safety

- 5.1 There were no significant health and safety issues notified by the Operations and Maintenance Contractor during the period.
- 5.2 Speed of some vehicles at the landfill is a concern, NTRLBU will work with the Contractor to increase monitoring of speeds on site.
- 5.3 A site inspection at the stage 2 area identified potential health and safety concerns from landfill gas. Additional signage is to be installed and a gate erected at the entrance to stage 2 to reduce risk. Further work will be undertaken to quantify the level of risk and options for mitigation of the risk and whether or not this gas can be used for a beneficial purpose.

6. Landfill Operations

- 6.1 This 3 month period has been very busy and has posed a number of unique challenges.
- 6.2 The GM commenced working on behalf of the NTRLBU on 9 March 2020.
- 6.3 COVID 19 lockdown required changes to operations and maintenance and also created additional challenges for the GM to get up to speed with the activities of the NTRLBU.
- 6.4 Operations were managed well during the COVID 19 lockdown, and only minor additional costs for increased personal protective equipment and a pressure washer for disinfecting the machinery were incurred.
- 6.5 The Operations and Maintenance contract has been operating effectively, our landfill volumes have regularly been higher than 7500 tonnes/ month resulting in a higher landfill operational fee.
- 6.6 Waste mass received during lockdown was reduced to 50% of normal and a significant reduction in landfill income occurred.
- 6.7 Landfill mass post lockdown has recovered, but is still down compared to pre-lockdown mass. A watching brief will be kept on waste mass and its effect on the NTRLBU income.
- 6.8 Reduced quantities of cover material are being received at the landfill. This was occurring prior to COVID 19 and has not changed during COVID 19. This has led to significant increase in material being used from the borrow pit at the landfill. Cover material in May 2020 (post COVID 19) lockdown has recovered back the levels similar to pre COVID levels, however these are still down on average compared to 2018/2019.

Item 7: General Manager Update

- 6.9 The Unique Emission Factor (UEF) application submitted in January 2020 was accepted by the emission register on 27 March. This new UEF was backdated to January 2019 resulting in a significant reduction in NTRLBU Emissions. This resulted in a significant reduction in emission offsets that needed to be surrendered.
- 6.10 NTRLBU surrendered carbon emission credits to the emission register as required by the new UEF in April.
- 6.11 The NTRLBU 20/21 Business Plan was updated to reflect the savings from the UEF, to allow for additional capital expenditure for the storm water system renewal, and to compensate for reduced waste flows that are expected as a result of the predicted economic downturn. This resulted in the current landfill income remaining the same as previously projected in the business plan for the 20/21 year.
- 6.12 An extraordinary meeting was held to consider the changes to the 2020/2021 NTRLBU Business Plan, and the revised 2020/2021 Business Plan was approved and submitted to both councils.
- 6.13 The Activity Management Plan has been developed, in preparation for the NTRLBU workshop scheduled prior to this meeting.
- 6.14 During the lockdown the GM applied for Provincial Growth Funding for a number of projects as part of COVID 19 economic stimulus.
- 6.15 Two projects were accepted which relate to NTRLBU. The two projects accepted are \$250,000 to assist with the cost of resurfacing of the York Valley landfill road, and \$100,000 for planting screening trees at Eves Valley stage 3. The PGF funding is a grant, and these projects are not currently covered by existing budgets.
- 6.16 These projects must be undertaken rapidly, and NTRLBU has obtained project management support from NCC to manage these projects.
- 6.17 Good progress is being made with Maintenance, Renewals and new Capital projects, however the budgets will not be fully spent this year due to delays in works associated with COVID 19. This money will be carried over to the 20/21 year.
- 6.18 The weighbridge weigh cells were changed during COVID 19 to mitigate failures that had been occurring previously.
- 6.19 An opportunity has been identified which could lead to a significant increase in landfill airspace. This opportunity involves relocating the landfill access road. A concept review is being developed, with tentative estimates that this could allow around 1 additional year of landfill life. This concept review will ideally be completed prior to the September 2020 NTRLBU board meeting so that any activity that would exceed the current 20/21 Business Plan capital and renewal budgets can be included in the NTRLBU 21/22 business plan. There is currently up to \$250,000 for this road realignment and resurfacing in the 20/21 business plan.

Item 7: General Manager Update

- 6.20 Recruitment was undertaken for the two additional staff for NTRLBU, and the GM is pleased that two staff were successfully recruited for the roles.
- 6.21 The new NTRLBU Operations Manager is Brad Nixon, who started on 8 June 2020.
- 6.22 The new Activity Engineer is Iain Satterthwaite, who will commence on 29 June 2020.
- 6.23 Currently the York Valley airspace is approximately 1,080,000m³, which equates to around 9 - 10 years volume at pre COVID 19 waste volumes. The York Valley resource consent expires in 2034. It is therefore likely that the landfill capacity will be exceeded prior to the end of the resource consent.
- 6.24 A submission has been received by NCC in relation to NTRLBU landfill fees. The submission supports the increase in landfill fees, but also expresses concerns regarding waste minimisation and better education. These are the responsibility of Nelson City Council and Tasman District Councils, and which have been addressed in the NCC response to the submission.
- 6.25 The submission also refers to a need for better knowledge around the York Valley landfill, and a separate report has been prepared to consider the fees and whether NTRLBU should have additional education information available to the public.

7. Potential Issues Identified

- 7.1 During lockdown the site has experienced an increase in litter being caught and carried by the wind due to increased recycling being dumped. The contractor has done a good job collecting this material and returning the site to a tidy condition. The contractor has indicated that since the restriction on single use plastic bags, windblown litter has increased.
- 7.2 The Downer Project Manager (the O & M contractor's contract manager for NTRLBU) has indicated that she will be leaving the role, and that an alternative person will take over. No further details are available regarding this at this time.
- 7.3 Similarly there has been an indication that other operations and maintenance staff at the facility will be changing. The NTRLBU GM has been in discussion with the Contractor, and has indicated that NTRLBU would like any new personnel to have the same drive for quality and safety, and to maintain the proactive relationship with the NTRLBU that we currently experience.
- 7.4 The operations and maintenance contractor has requested that the NTRLBU consider an improvement to the facilities onsite. This would include an expansion of the current building, with a heating system being installed. The GM believes this is appropriate, and will develop a plan for funding approval in the 21/22 financial year.

8. Emissions Management

- 8.1 The UEF application was accepted by the emission register, and this was backdated to January 2019. This resulted in a saving for the 2018/2019 year, and for a saving in the accrued emissions for the start of the 19/20 year. The nett result was a saving in the order of 1.2 million in total, with future savings of around \$500,000 per year.
- 8.2 Quotations have been received for undertaking two SWAP analysis on the incoming waste to York Valley landfill. The SWAP analysis will be used to further refine the UEF. The first of the SWAP studies will be undertaken in July/August 2020 with a second being undertaken in November 2020. This timing is to ensure that sufficient time is available to process the findings and submit a revised UEF by the end of January 2021.
- 8.3 Data from the SWAP studies will be made available to NCC and TDC staff for their activities.
- 8.4 NTRLBU have begun discussion with Tonkin and Taylor for a report outlining options for increasing the gas collection, removal and conveyance to the hospital boiler to further reduce the UEF. The work will also would look at ways to increase gas use at the hospital to reduce coal consumption if additional gas production is possible.

9. Finances

- 9.1 The NTRLBU finances to 30 April are shown in Table 1 and Table 2 below.
- 9.2 Table 1 shows the income and expenditure for the NTRLBU till 30 April 2020. The April month under recovered \$276,000 compared to the budget from landfill waste disposal fees due to COVID 19, however this was more than compensated by the approximately \$1.2 million reduction in emission UEF costs.
- 9.3 The accounts show that to April NTRLBU has a surplus of \$1.095 million. It is expected that this surplus will reduce to around \$1 million by Year End 2019/2020, compared to a budgeted surplus of \$3,882.
- 9.4 Table 1 – NTRLBU Income Account to April 2020

Item 7: General Manager Update

Nelson Tasman Regional Landfill Business Unit

Income Account for the period to 30 April 2020

	Actual Month	Budget Month	Actual YTD	% YTD	% Year	2019/20 Budget	
						YTD	Annual
Income							
Landfill Fees	543,513	816,812	8,260,913	101%	84%	8,168,124	9,801,749
Other recoveries	4,105	4,250	41,476	98%	81%	42,500	51,000
Interest	3,834	6,914	38,326	55%	46%	69,143	82,972
Total Income	551,452	827,976	8,340,715	101%	84%	8,279,767	9,935,721
Less Expenses							
Staff and Administration	39,695	31,556	322,030	102%	85%	315,564	378,676
York Valley Expenses							
Landfill Operation	172,939	163,464	1,737,671	106%	89%	1,634,641	1,961,568
ETS Levy	71,523	168,583	770,017	46%	38%	1,685,833	2,023,000
Depreciation	17,832	18,189	178,302	98%	82%	181,889	218,266
Aftercare provision	5,695	11,085	56,947	51%	43%	110,849	133,019
Contingency and Advice	-	13,743	101,116	52%	43%	195,832	235,000
Eves Valley Expenses							
Holding Costs	-	867	2,196	25%	21%	8,667	10,400
Depreciation	1,267	1,267	12,669	100%	83%	12,669	15,202
Aftercare provision	6,450	13,059	64,500	49%	41%	130,590	156,708
Total Expenses	301,657	427,652	3,245,448	76%	63%	4,276,534	5,131,839
Net Surplus before levy	249,795	400,324	5,095,268	127%	106%	4,003,233	4,803,882
Local Disposal Levy	400,000	400,000	4,000,000	100%	83%	4,000,000	4,800,000
Net Surplus (Deficit) after Levy	(150,205)	324	1,095,268			3,233	3,882

9.5 The balance sheet for NTRLBU reflects the savings made through the UEF savings. Equity is up by \$1 million due to reduced expenditure.

9.6 During month redeemed units 65643 emission units worth ~\$1.4 million.

9.7 Table 2 – NTRLBU Balance Sheet to 30 April 2020

Nelson Tasman Regional Landfill Business Unit

Balance Sheet as at 30 April 2020

	Current	Last Month	30 June 2019
Equity			
Equity 1 July	6,504,327	6,504,327	6,285,296
Plus Net Income	1,095,268	1,245,473	219,031
Closing Equity	7,599,594	7,749,800	6,504,327
Which was invested as follows -			
Current Assets			
NCC Current Account	1,710,984	1,745,359	651,312
Debtors	6,043	5,641	549,376
NZETS units	1,979,862	3,308,194	2,584,194
Total Current Assets	3,696,889	5,059,194	3,784,882
Fixed Assets	5,612,450	5,631,549	5,801,173
Investments	3,432,441	3,428,607	3,394,115
Total Assets	12,741,781	14,119,351	12,980,170
Less Liabilities			
Current Liabilities			
Sundry Creditors	153,611	136,082	62,794
NCC Creditor	31,407	31,407	838,849
ETS Accrual	438,992	1,695,801	997,307
Aftercare provision - Current	115,175	115,405	295,340
Total Current Liabilities	739,185	1,978,694	2,194,289
Term Liabilities	4,403,002	4,390,857	4,281,555
Net Assets	7,599,594	7,749,800	6,504,327

Item 7: General Manager Update

Author: Nathan Clarke, General Manager Regional Sewerage and
Landfill

Attachments

Nil

Nelson Tasman Regional Landfill Business Unit Disposal Fees Consultation

1. Purpose of Report

- 1.1 This report is to consider submissions made to Nelson City Council (NCC) and Tasman District Council (TDC) in relation to the Nelson Tasman Regional Landfill Business Unit (NTRLBU) Disposal fees for the 2020/2021 financial year.

2. Summary

- 2.1 The NCC and TDC have consulted the community in regard to the Disposal Fees for the NTRLBU. One consultation response was received from a submitter to NCC and no submissions were received by TDC.
- 2.2 This report outlines the submission and recommends confirming the fee increase of 5% (from \$163 to \$171 including GST).

3. Recommendation

That the Nelson Tasman Regional Landfill Business Unit

- 1. Receives the report Nelson Tasman Regional Landfill Business Unit Disposal Fees Consultation (R18047); and***
- 2. Confirms that the York Valley landfill disposal fees be increased by 5% (from \$163 to \$171 including GST) to take effect 1 July 2020.***

4. Background

- 4.1 One submission has been received from a submitter to the Nelson City Council. This submission was made by the Nelson Youth Council, and was

Item 8: Nelson Tasman Regional Landfill Business Unit Disposal Fees Consultation

supportive of the 5% landfill fee increase. The submission text is included for reference.

"We support the proposed 5% cost increase of residual waste in Nelson. This may disadvantage some of our more vulnerable members of the community, hence we see the need for further education around preventing, minimising and reusing waste. We urge Council for further education to Nelson residents around how to decrease waste usage cost effectively, and better knowledge around the York Valley Landfill. We see this as highly important, as youth in Nelson deeply care about sustainability."

5. Discussion

- 5.1 The submission supports the increase in landfill fees. It raises concerns regarding waste minimisation and better education. Waste minimisation and education are the responsibility of Nelson City Council and Tasman District Councils.
- 5.2 The submission also refers to supporting better knowledge around the York Valley landfill. A performance measure already exists as part of the NTRLBU 2020/2021 business plan as below:

"Up to date information on activities and achievements are publically available."

- 5.3 In line with the performance measure officers will develop a website that will better inform the public on the landfill. NTRLBU will fund this from existing budgets if possible. Specific requirements for the website content, website maintenance, and update frequency will be documented as part of the website development.

6. Conclusion

- 6.1 One submission was received supporting the landfill fee increase of 5%.
- 6.2 To address providing information to the public relating to all aspects of the landfill, officers will look at developing a website to achieve this, funded from current budgets.

Author: Nathan Clarke, General Manager Regional Sewerage and Landfill

Attachments

Nil

Item 8: Nelson Tasman Regional Landfill Business Unit Disposal Fees
Consultation

Important considerations for decision making

1. Fit with Purpose of Local Government

The Nelson Tasman Regional Landfill Business Unit is a joint committee constituted pursuant to the provisions of Schedule 7 to the Local Government Act 2002 and contributes to the four Local Government well-beings of social, economic, environmental and cultural.

2. Consistency with Community Outcomes and Council Policy

The Nelson Tasman Regional Landfill Business Unit Disposal Fees feed into Council's 2020/21 Annual Plan.

3. Risk

This report notes the community had opportunity to comment on the Nelson Tasman Regional Landfill Business Unit's fees through NCC community consultation processes. These comments will be considered by the Joint Committee. The risk of not approving the fees is that this could delay the Nelson Tasman Regional Landfill Business Unit implementing their Business Plan for 2020/21 or Council feeding the information into their 2020/21 Annual Plan.

4. Financial impact

The Nelson Tasman Regional Landfill Business Unit 2020/21 fee reflects an increase in essential renewals expenditure and the commencement of the landfill including storm water upgrades.

5. Degree of significance and level of engagement

The Nelson Tasman Regional Landfill Business Unit is a Joint Committee of the two Councils and its activities are included in the Long-term Plans and Annual Plans of each Council. Consultation is undertaken by both Councils in the preparation and adoption of these plans.

6. Climate Impact

A key feature of the Nelson Tasman Regional Landfill Business Unit Business Plan which has been used to develop the fee for the 20/21 year is the inclusion of a long-term objective of greenhouse gas emissions with the commitment to measure and reduce greenhouse gas emissions from the facility.

7. Inclusion of Māori in the decision making process

No engagement with Māori has been undertaken in preparing this report but iwi have representation on the Board.

Item 8: Nelson Tasman Regional Landfill Business Unit Disposal Fees
Consultation

8. Delegations

The Joint Committee has the following delegations to consider the Nelson Tasman Regional Landfill Business Unit :

5.6.1 Relevant Areas of responsibility:

- *Landfill, including York Valley landfill and Eves Valley landfill.*

5.6.2 Delegations:

The NTRLBU may without the need to seek any further authority from the councils:

- (i) Set fees and charges for waste disposal at the regional landfill facilities by 30 June each year; including the power to apply discounted fees and charges for the disposal of waste in bulk; and may determine other circumstances where discounted fees and charges may be applied. For clarity, the fees and charges shall be included in the draft annual Business Plan that is submitted for Council approval each year.*