



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

Held in the Council Chamber, Civic House, 110 Trafalgar Street, Nelson

On Friday 4 December 2020, commencing at 9.33a.m.

Present: Nelson City Councillor J Edgar (Chairperson), Tasman District Councillor S Bryant, Nelson City Councillor B McGurk and Tasman District Councillor T Walker (Deputy Chairperson)

In Attendance: TDC Engineering Services Manager, (R Kirby), NCC Group Manager Infrastructure (A Louverdis), General Manager Regional Sewerage and Landfill, (N Clarke), Accountant, (A Bishop), and Governance Adviser (E Stephenson)

Apology: Mr A Stephens

1 Apologies

Resolved RLBU/2020/018

That the Nelson Tasman Regional Landfill Business Unit

1. Receives and accepts the apology from Mr A Stephens.

McGurk/Bryant

Carried

2. Confirmation of Order of Business

There was no change to the order of business.

3. Interests

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

4. Public Forum

There was no public forum.

5. Confirmation of Minutes

5.1 11 September 2020

Document number M14105, agenda pages 6 - 11 refer.

Resolved RLBU/2020/019

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 11 September 2020, as a true and correct record.

McGurk/Walker

Carried

6 Chairperson's Report

The Chair gave a verbal report acknowledging the work undertaken in the Unit regarding greenhouse gas emissions and on everyday processes with a focus on the future. She noted that the Te Taihū Intergenerational Strategy encouraged us to be good ancestors, and that this was one of the key things for the landfill. She thanked the management team for its work and Business Unit members for their input and good direction.

Councillor Bryant acknowledged the work of the Chairperson, and of all those around the table, under challenging circumstances.

Resolved RLBU/2020/020

That the Nelson Tasman Regional Landfill Business Unit

1. Receives the Chairperson's report.

Edgar/Bryant

Carried

7. Nelson Tasman Regional Landfill Business Unit 2021-2031 Activity Management Plan and 2021/22 Business Plan Feedback Report

Document number R21469, agenda pages 12 - 146 refer.

General Manager Regional Sewerage and Landfill, Nathan Clarke, presented the report. Discussion took place regarding the Terms of Reference (TOR) and the different timeframes for the Nelson Tasman

Regional Landfill Business Unit (NTRLBU) and the Nelson Regional Sewerage Business Unit (NRSBU) Activity Management/Business Plans. It was noted that despite differing timeframes, officers endeavoured to provide the Activity Management Plans (AMPS) to the councils in a timely, aligned manner to meet all Long Term Plan (LTP) timelines.

An action from this discussion was that a review of the TOR be programmed into the two councils' work programmes, however, noting that this was not urgent at this point in time

Both councils' feedback on the Business Plan and AMP and the differences in how the two councils formed their LTPs were discussed.

The Chair noted that from the Board's perspective, the development of the Business Plan and AMP had been a robust process.

Resolved RLBU/2020/021

That the Nelson Tasman Regional Landfill Business Unit

- 1. Receives the Nelson Tasman Regional Landfill Business Unit 2021-2031 Activity Management Plan and 2021/22 Business Plan Feedback Report (R21469) and its attachments (A2511191 and A2495934); and***
- 2. Approves the Nelson Tasman Regional Landfill Business Unit 2021-2031 Activity Management Plan (A2511191) and 2021/22 Business Plan (A2495934) for submission to Nelson City Council and Tasman District Council for inclusion in their Long Term Plans, with delegation of all minor amendments to the Nelson Tasman Regional Landfill Business Unit Chairperson.***

Bryant/McGurk

Carried

Recommendation to Nelson City Council and Tasman District Council

Resolved RLBU/2020/022

That the Nelson City Council and Tasman District Councils

- 1. Adopts the 2021/2022 Nelson Tasman Regional Landfill Business Unit Business Plan (A2495934) for inclusion in their Long Term Plans; and***
- 2. Adopts the Nelson Tasman Regional Landfill Business Unit Activity Management Plan 2021-2031 (A2511191) for inclusion in their Long Term Plans.***

Bryant/McGurk

Carried

8. Nelson Tasman Regional Landfill Business Unit Quarterly report

Document number R21487, agenda pages 147 - 171 refer.

General Manager Regional Sewerage and Landfill, Nathan Clarke, presented the report, noting a concern regarding health and safety on site. There had been a number of small fires at the landfill from batteries, discussion took place regarding progress on the thermal imaging and water storage tanks. There had been one incident of staff injury, resulting from a falling board when opening the back door on a waste container. He advised that he was looking into safe work procedures and had asked for support from Council's Health and Safety staff to conduct an audit.

Discussion took place regarding health and safety obligations and Operations Manager Regional Services, Brad Nixon, advised that in response to the Business Unit's safety concerns, Downer had made some changes and clarified expectations of staff when unloading waste containers which had reduced the residual risk, however the only way to remove the risk was to remove people from undertaking this task and this was not an option in the short term. Mr Nixon confirmed that all the investigation and results from Downer were in writing, and the NRSBU still needed to response in writing.

It was suggested that the landfill should be aiming to have fully mechanised processes, however as the bins were not all owned by the councils, the only way to move to an automated process was to change the rules of use at the landfill. A conversation with the manufacturer regarding options was suggested.

Concern was expressed at the length of time the new compactor had been out of service for. It was also noted that the compactor supplier had agreed to allow modification of the wheels without voiding the warranty.

Mr Clarke noted that the landfill was running smoothly at a profit, partly because the reduction in waste anticipated as an outcome of COVID had not occurred and waste generation was back to previous levels.

The management of lithium ion battery disposal, which was an ongoing issue, was discussed. It was noted that several ideas were being considered, including a free battery drop off, better advertising and a rebate for returned batteries.

Following discussion on reporting back on waste minimisation activities it was requested that a summary of waste minimisation activities be provided to the NTRLBU Board annually.

Resolved RLBU/2020/023

That the Nelson Tasman Regional Landfill Business Unit

- 1. Receives the report Nelson Tasman Regional Landfill Business Unit Quarterly report (R21487) and its attachment (A2532146).***

Walker/McGurk

Carried

9. Exclusion of the Public

Resolved RLBU/2020/024

That the Nelson Tasman Regional Landfill Business Unit

- 1. Excludes the public from the following parts of the proceedings of this meeting.***
- 2. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:***

Bryant/McGurk

Carried

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	Landfill Gas System Due Diligence Report	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(h) To enable the local authority to carry out, without prejudice or disadvantage, commercial activities
2	Regional Landfill Options in York Valley Catchment	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(h) To enable the local authority to carry out, without prejudice or

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		information for which good reason exists under section 7	disadvantage, commercial activities

The meeting went into confidential session at 10.33a.m. and resumed in public session at 11.41a.m.

RESTATEMENTS

It was resolved while the public was excluded:

1	CONFIDENTIAL: Landfill Gas System Due Diligence Report
	<p><i>That the Nelson Tasman Regional Landfill Business Unit</i></p> <p>4. <i><u>Agrees</u> that the report (R21463) and decision remain confidential at this time.</i></p>

2	CONFIDENTIAL: Regional Landfill Options in York Valley Catchment
	<p><i>That the Nelson Tasman Regional Landfill Business Unit</i></p> <p>2. <i><u>Agrees</u> that the report (R21489) remain confidential at this time.</i></p>

There being no further business the meeting ended at 11.41a.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date