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**MINUTES**  
of the  
**NELSON-TASMAN REGIONAL LANDFILL BUSINESS UNIT**  
**MEETING**  
held  
**9.30 am, Friday, 22 June 2018**  
at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

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**Present:** Councillor S Walker (Chair), Nelson City Council  
Councillors S G Bryant and C M Maling, Tasman District Council

**In Attendance:** Group Manager Works & Infrastructure (A Louverdis), Senior Asset Engineer – Solid Waste (J Thiar), Management Accountant (A Bishop), Nelson City Council

Senior Project Manager (J Robinson), Asset Engineer – Waste Management and Minimisation (D Stephenson), Management Accountant (M McGlinchey) and Executive Assistant (R L Scherer), Tasman District Council

Acting General Manager (D Clifford), Beca

**1 OPENING, WELCOME**

The Chairman welcomed the new Acting General Manager Don Clifford to the meeting. He also acknowledged and thanked Jeff Robinson for his input to both the Nelson Tasman Regional Landfill Business Unit (RLBU) and the Nelson Regional Sewerage Business Unit over the past few months.

**2 APOLOGIES AND LEAVE OF ABSENCE**

**Moved Walker/Cr Maling**  
**RLBU18-06-1**

**That apologies from Cr Ian Barker be accepted.**  
**CARRIED**

**3 PUBLIC FORUM**

Nil

**4 DECLARATIONS OF INTEREST**

Nil

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## 5 CONFIRMATION OF MINUTES

**Moved Cr Maling/Bryant  
RLBU18-06-2**

**That the minutes of the Nelson-Tasman Regional Landfill Business Unit meeting held on Friday, 9 March 2018, be confirmed as a true and correct record of the meeting.**

**CARRIED**

## 6 PRESENTATIONS

Nil

## 7 REPORTS

### 7.1 General Manager's Update

The Chairman invited Mr Robinson and Mr Clifford to contribute to the update report as required.

Mr Louverdis and Mr Stephenson confirmed that the recent health and safety incidents at the Eves Valley Landfill had been logged in the respective councils' H&S databases. Cr Bryant also noted that both incidents had been reported to the recent Tasman District Council Engineering Services Committee.

Mr Robinson reported that a workshop to discuss the asset management plan (AMP) had been held on 18 May 2018. The AMP covering page included in the agenda will be added to the draft AMP which will be forwarded to the two councils for approval. The approved AMP will be updated during the 2018/2019 year with the findings/outcomes of the key topics in the covering page. Mr Robinson noted that the covering page included further commentary on a number of issues including:

- Emissions Trading Scheme – Mr Robinson suggested that ETS costs are likely to increase. Management Accountant, Andrew Bishop advised that the RLBU had pre-purchased 68,586 ETS units and two further tranches of 20,000 units will be purchased in June and July 2018. These pre-purchases have been made within the current budget.
- Development of Eves Valley Stage 3 – Mr Robinson said that staff had used an assumption of 2032 when it is likely that the York Valley will be full and thus, closed. Consequently staff have developed a timeline to prepare for the construction of the next stage of the landfill at Eves Valley. This timeline is different than the one used in both the Business Plan and the AMP. A comprehensive strategy and timeline will be developed and the next Business Plan and the revised AMP will need to reflect any changes.

In response to a question, Mr Thiart reported that contingency funding is available in the current budget to develop this earlier timeline for work associated with the Eves Valley Landfill Stage 3.

The Committee asked that the Acting General Manager, Mr Clifford report back to the next meeting on funding requirements and available budget for the Eves Valley Landfill Stage 3.

### **Joint Landfill Contract**

The Committee agreed to move into committee to discuss this item.

**Moved Cr Maling/Bryant****RLBU18-06-3**

That the public be excluded from the following part(s) of the proceedings of this meeting.

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 follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

**7.1 General Manager's Update Report – Joint Landfill Contract**

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

**CARRIED****Moved Cr Maling/Bryant****RLBU18-06-4**

That the meeting resume in open session.

**CARRIED****Financial Update**

Management Accountant, Andrew Bishop spoke to the financial update included in the General Manager's Update Report which was taken as read. He noted that rubbish volumes at the York Valley Landfill were significantly above what was budgeted and consequently provided additional income for the Unit. He suggested that this growth in income will continue in the new financial year.

Mr Bishop spoke about valuations for landfill assets and noted that the eventual closure of the York Valley landfill could result in a significant impairment to the financial results.

In response to a question regarding a recent landslip below the access road at the York Valley Landfill, Mr Clifford reported that Tonkin & Taylor have been engaged to investigate the slip and advise on potential remedies such as how the water runoff can be better controlled on the site.

**Moved Cr Maling/Bryant  
RLBU18-06-5**

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

- 1. receives the General Manager's Update report, NTRLBU18-06-01; and**
- 2. agrees that the 2018/19 Joint Landfill Asset Management Plan be forwarded to Nelson City Council and Tasman District Council for approval; and**
- 3. agrees the NTRLBU 2018/19 Business Plan be accepted as final and operative subject to approval of minor matters by the Chairman.**

**CARRIED**

## **7.2 NTRLBU - Draft Treasury Policy**

Mr Bishop spoke to the report contained in the agenda which was taken as read. He noted that it is good practice for the NTRLBU to have a Treasury Policy which will ensure equity between the two councils. He advised that both council's Treasury Advisers had reviewed the draft policy.

The Committee discussed the draft policy and agreed that the wording around 1.1 in the document should be amended to include the words "General Manager's responsibility".

Management Accountant, Matt McGlinchey agreed to provide a report to the Tasman District Councillors regarding how Tasman District Council manages the post-closure provision referred to in the draft Treasury Policy.

**Moved Cr Maling/Bryant  
RLBU18-06-6**

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

- 1. receives the NTRLBU - Draft Treasury Policy report; and**
- 2. approves submission of the Draft NTRLBU Treasury Policy 2018 to the Nelson City Council and Tasman District Council for approval with minor wording changes as agreed at the meeting.**

**CARRIED**

The meeting concluded at 10.55 am.

Date Confirmed:

Chair: