



Waitakere City Council
Te Taiao o Waitakere

NOTICE OF MEETING

KAY ROAD BALEFILL SITE MANAGEMENT COMMITTEE

I hereby give notice that a meeting of the Kay Road Balefill Site Management Committee will be held on:-

DATE: Tuesday, 4 November 2008 **TIME:** 5.30 pm

MEETING ROOM Waitemata Room

VENUE: Waitakere Central, 6 Henderson Valley Road, Henderson, Waitakere

to consider the business as set out herein and to take any necessary action connected therewith.

31 October 2008

Desiree Tukutama
COMMITTEE SECRETARY

Telephone (09) 836 8000 extn 8815

MEMBERSHIP

Councillors	PA	Hulse	
	PG	Mitchell	
Ms	CA	Shepherd	(Waitakere Community Board representative)
Mrs	B	Giese	(Swanson Community representative)
Mr	I	Hutchinson	(Swanson Community representative)
Mr	J	Jacka	(Swanson Community representative)

(Quorum 3 members)

★★★★★★★★★★

(Meeting Room could be subject to change)

(The reports and recommendations contained in all agendas are reports and recommendations only and are not to be construed, in any way, as Council policy until adopted.)



**AGENDA FOR A MEETING OF THE KAY ROAD BALEFILL SITE MANAGEMENT COMMITTEE
TO BE HELD IN THE WAITEMATA ROOM AT WAITAKERE CENTRAL, 6 HENDERSON
VALLEY ROAD, HENDERSON, WAITAKERE, ON TUESDAY, 4 NOVEMBER 2008,
COMMENCING AT 5.30 PM**

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In accordance with Clause 21 (4) of Schedule 7, as read with Section 54(2), of the Local Government Act 2002, the meeting shall be chaired by the Chief Executive or his/her nominee until the election of the Chairman required by Clause 21 of Schedule 7 of that Act.

1 OPENING

The Chief Executive Officer or his/her nominee will open the meeting and call for apologies.



2 APOLOGIES



3 ELECTION OF A CHAIRMAN

Pursuant to Clause 25, as read with Clause 26(3) of Schedule 7 of the Local Government Act 2002, the Kay Road Balefill Site Management Committee is required to elect a Chairman from its members at its first meeting. The election shall be on the basis of open voting as required under Clause 24 of Schedule 7 of the Local Government Act 2002 with one vote by each member (and no person having a casting vote).

Clause 25, as read with Clause 26(3), of Schedule 7, Local Government Act 2002 requires that the Council must determine by resolution that a person be elected or appointed by using one of the following systems of voting:

- “(a) the voting system in sub clause (3) (**system A**)*
- (b) the voting system in sub clause (4) (**system B**)”*

described as follows:

- “(3) System A -*
 - (a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and*
 - (b) has the following characteristics:*
 - (i) there is a first round of voting for all candidates;*
and
 - (ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and*

- (iii) *if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, at each time, the candidate with the fewest votes in the previous round is excluded; and*
- (iv) *in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot”.*

“(4) System B -

- (a) *requires that a person is elected or appointed if he or she receives more votes than any other candidate; and*
- (b) *has the following characteristics:*
 - (i) *there is only 1 round of voting; and*
 - (ii) *if 2 or more candidates tie for the most votes, the tie is resolved by lot.”*

The Chief Executive Officer or his nominee will call for nominations for the position of Chairman. In the event that more than one nomination is received the Council will be asked to determine the basis of voting (ie. as provided by either System A in subclause (3) or System B in subclause (4) above) and preferred method of lot:

Preferred Method (one of):

- Dice - Highest score determines successful candidate;
- Cards - Ace of Hearts, Ace of Diamonds, Ace of Clubs, Ace of Spades;
 - Ace of Hearts determines successful candidate;
- Coin - Call heads or tails. Heads determines the successful candidate.

The Committee is then requested to elect a Member to be Chairman.



4 CONFLICTS OF INTEREST

The Council has acknowledged in its Code of Conduct that Elected 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 check that no such conflicts arise in relation to any items on this agenda.



5 REVIEW OF THE PROPOSED FUTURE USE OF THE KAY ROAD BALEFILL SITE

GLOSSARY

Kay Road Balefill Site Management Committee	(the Committee)
Kay Road Balefill	(the balefill)
Swanson Reserves Management Plan	(Management Plan)

EXECUTIVE SUMMARY

The purpose of this report is to consult with the Kay Road Balefill Site Management Committee (the Committee) on the possible future use of the Kay Road Balefill (the balefill) site following decommissioning of the flare and removal of the above ground pipes.

The Swanson Reserves Management Plan (Management Plan) includes a number of development options for the balefill. This report seeks feedback and confirmation from the Committee on the options and in particular those options which reflect current community and Council desires. These will be further investigated in a design that addresses the future of the balefill as public open space.

RECOMMENDATIONS

It is recommended that the Kay Road Balefill Site Management Committee resolve to:

1. **Receive** the Review of the Proposed Future Use of the Kay Road Balefill Site report.
2. **Approve** that the recommended options for the Kay Road Balefill site development included in the Swanson Reserves Management Plan are appropriate for further investigation for the future use of the land as public open space.
3. **Invite** the Waitakere Community Board to comment on the recommended options for development of the Kay Road Balefill site, in conjunction with recommendations and comments from the Kay Road Balefill Site Management Committee.

BACKGROUND

1. The balefill site has been closed for some time but it has not been possible to permit public access due to the above ground flare pipework. The primary reason for installation of the gas extraction and flare system was to capture and control landfill gas to prevent odour and the migration of gas off the site.
2. The flare has been turned off as part of a trial shutdown with extensive emission monitoring being undertaken. Should results continue to be favourable the flare and associated pipework can be decommissioned after 11 June 2009. This will then allow development leading to public access.
3. The process to establish the Management Plan began in 2003 and encompasses thirteen reserves in Swanson. It proposes an integrated network of walkways and complimentary reserves to serve the Swanson community into the future. The balefill will one day form an integral part of this network.
4. The balefill's inclusion in the Management Plan process was to review the direction of development, assess community expectations for access and Parks input into its management and development. This was done with a view to its eventual handover as a reserve and operational management by the Parks section.
5. The Management Plan was adopted by the Waitakere Community Board in August 2004.
6. The Committee at its meeting dated 27 May 2003 resolved:

"1. That the Kay Road Balefill Site Management Committee approves the provisions of the draft Swanson Reserves Management Plan that pertains to Kay Road.

999/2003

2. That the Kay Road Balefill Site Management Committee recommends the draft Swanson Reserves Management Plan go before the Waitakere Community Board for approval before being publicly notified for submissions.

1000/2003

3. *That the Review of the Swanson Reserve Management Plan by the Kay Road Balefill Site Management Committee be forwarded to the Waitakere Community Board."*

1001/2003

DECISION MAKING

7. Previous consultation has been undertaken with the Committee, the Waitakere Community Board and the public through a formal notification process.

Options Identified

- A1
8. The Management Plan recommends that the balefill be classified as a recreation reserve under the Reserves Act 1977 and that it be developed and managed in a holistic fashion with the adjoining reserves, Crows Park and the Billy Joe Site. The concept plan for the balefill included in the Management Plan is attached at page A1.
9. Options for the balefill identified within the Management Plan are as follows:
- Investigate options for the development of a 'mainland island' type ecological restoration project.
 - Investigate options for the future development of a mountain bike trail through the balefill and the Billy Joe Site.
 - Investigate options for the future development of a bridle trail through the balefill and the Billy Joe Site.
 - Investigate the possibility of developing the balefill into a unique recreational reserve of ecological and cultural educational significance that highlights the causes and effects of landfill waste disposal, and where the data can be collected for research into future balefill restoration projects.
 - Ensure that options for the development of future walking/cycling/pony trails through the balefill are considered in terms of their ability to compliment and link to the overall Swanson Walkways network.
 - Wherever possible and appropriate, retain features of the balefill and its remediation infrastructure in order that they might be incorporated into the future reserve as unique educational and historical site features.

Assessment of Options

10. These options will require more detailed analysis which will also take into account feedback received from the Committee.

Consideration of Community Views

11. Community views have been previously addressed by way of the formal notification process and through input from the Waitakere Community Board and the Committee.
12. Community views were addressed through the process of developing the Management Plan, as required under the Reserves Act 1977.

STRATEGIC CONTEXT

13. The Management Plan was prepared in the context of the Draft Parks and Open Space Strategy 1999, which provides guidelines on the management of parks within the City.

14. The Management Plan was prepared in the context of the Swanson Reserves and Public Access Plan, part of Swanson Structure Plan. This identified the best possible future reserves network for Swanson. It also identified the land that would need to be acquired by Council through the subdivision process or direct purchase in order to implement this network.

CONSULTATION

15. The Management Plan was developed with input from Council's Aftercare section on the balefill site.
16. Consultation was undertaken with the Waitakere Community Board, the Committee and with the public through the formal notification process.
17. Both Te Kawerau a Maki and Ngati whatua were consulted as part of the development of the Management Plan.

RESOURCES

18. Aftercare responsibilities are ongoing and subject to funding through the Long Term Council Community Plan.
19. Works proposed through the Management Plan are subject to funding through the Long Term Council Community Plan.

IMPLEMENTATION ISSUES

20. There are no implementation issues foreseen at this stage of the process.

Report prepared by: Carol Drinnan, Reserve Management Planner and David Nelson, Manager: Water Projects.



6 MEETING SCHEDULE

As the Kay Road Balefill Site Management Committee has the opportunity to determine its own meetings schedule, it is suggested upon consideration of the Review of the Proposed Future Use of the Kay Road Balefill Site report, the Committee determine a cycle sufficient to carry out the Committee's responsibilities. This cycle should be in line with the Planning and Regulatory Committee, the parent Committee, which will allow for efficient reporting.

