



**AGENDA FOR AN EXTRAORDINARY MEETING OF THE KAY ROAD BALEFILL SITE
MANAGEMENT COMMITTEE TO BE HELD IN THE CIVIC CENTRE, 6 WAIPAREIRA
AVENUE, LINCOLN, WAITAKERE CITY, MONDAY, 21 FEBRUARY 2005,
COMMENCING AT 6.00 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 nominee until the election of the Chairperson required by Clause 21 of Schedule 7 of that Act.

1 OPENING

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



2 APOLOGIES



3 ELECTION OF CHAIRPERSON

Pursuant to Clause 25, as read with Clause 26(3) of Schedule 7 of the Local Government Act 2002, Kay Road Balefill Site Management Committee is required to elect a Chairperson 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 Chairperson. 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 Chairperson.

RECOMMENDATIONS

1. That the information be received.
2. That the Kay Road Balefill Site Management Committee elect one member to be Chairperson of the Kay Road Balefill Site Management Committee.



4 **MEETING SCHEDULE**

As the Committee has the opportunity to determine its own meetings schedule, it is suggested that a six weekly meeting cycle will be 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.

RECOMMENDATIONS

1. That the Meeting Schedule report be received.
2. That the next meeting of the Kay Road Balefill Site Management Committee be held on a date to be determined by the Committee.

Report prepared by: Owena Schuster, Committee Secretary.



5 **KAY ROAD BALEFILL FLARE SHUTDOWN TRIAL**

PURPOSE OF THE REPORT

The purpose of this report is to inform the Kay Road Balefill Site Management Committee of the status of the gas generation on site and the flaring issues associated with the decline in gas production and propose a course of action.

BACKGROUND

The primary reason for installation of the gas extraction and flare system was to capture and control landfill gas to prevent off site odour. The initial estimate for landfill gas production was that it would be generated in sufficient quantities to flare for a further 10 - 30 years, after filling of the landfill was ceased in 1996. However, monitoring shows that gas production has significantly reduced since the landfill closure.

STRATEGIC CONTEXT

In 1995 Council adopted a prioritised plan for the investigation and resolution of aftercare issues on closed landfill and baleful sites within Waitakere City. A strategic objective for waste, under the Zero Waste platform, is that all former waste sites are clearly identified and managed in a safe and environmentally acceptable manner.

Council's strategy is underpinned by the fact that landfill aftercare has statutory requirements under the Resource Management Act and the Proposed Regional Plan: Air, Land and Water. There is also an existing consent for discharge of the landfill gas.

ISSUES

The landfill gas generation at the site has been shown to be dropping at a significantly faster rate than early estimates, as evidenced by gas extraction volumes and surface emission surveys (The current landfill gas generation rate at the site is estimated to be around 7% of that which existed at the completion of filling in 1996). As a result it is becoming increasingly difficult with the current gas flare arrangement to meet some of the consent conditions. The potential for adverse odours to be generated (being the primary driver for the flare installation) is expected to have similarly reduced.

Given the significant reduction in gas generation, Aftercare proposes a six month trial with the gas extraction and flare system shut down to evaluate whether gas extraction is still required to comply with the limit conditions of the air discharge consent. Contingency measures are also described, to be in place should any adverse effects occur once the gas extraction and flare system is shut down

During the trial period, the gas extraction and flare system will be left in a condition to allow it to be restarted at short notice. In the event that adverse odour conditions or other adverse effects do occur, flaring will be recommenced.

It is proposed that the trial period include summer months when the capping is expected to be driest. These capping conditions are likely to be "worst case" for gas emission potential.

The trial will discontinue six months from the commencement date. Should the trial outcomes be favourable, it is envisaged that a second application will be made to allow continued shutdown and provisions for decommissioning of the gas extraction and flare system. Trial outcomes will be used to determine the most appropriate conditions to support this decommissioning process. Any decisions regarding this will be referred to the Kay Road Balefill Site Management Committee, the Waitakere Community Board and the appropriate Council Committee for approval.

Frequent monitoring of the site will be carried out during the six month trial period. Proposed monitoring includes the following:

1. Twice weekly walkovers for the first two weeks of the trial with particular attention to any discernible odour. Thereafter, weekly walk-overs will be carried out. A gas analyser will be used to measure emissions in any areas where odour is discernible.
2. Three full surface emissions surveys will be carried out across the site during the trial period.
3. Gas field pressure will be monitored in the extraction pipe work weekly.

RISK

The risk of undertaking the trial is that adverse odours may possibly be generated, although this is not expected. The proposed monitoring regime will ensure that any such issues are identified early and can be resolved by restarting the flare.

RESOURCES

No additional Waitakere City Council Staff will be required for the proposed trial. The current consultant used by Council for landfill gas monitoring will be used for the trial.

CONCLUSION

With the ongoing reduction in landfill gas production it will soon not be possible to continue flaring of the gas. It will also become increasingly difficult to meet the statutory consent conditions. A managed shut down with close monitoring and the ability to restart the flare will give Aftercare the ability to assess the effects (if any) of flare closure while still having an instant response capability should any effects manifest themselves.

RECOMMENDATIONS

1. That the Kay Road Balefill Flare Shutdown Trial report be received.
2. That the Kay Road Balefill Site Management Committee approve that an application be made to the Auckland Regional Council for consent to undertake the flare closure trial as described.

Report prepared by: David Nelson, Manager: Water Projects.

