
**Horowhenua District Council & Hokio Environmental Kaitiaki Alliance Inc.
Landfill Agreement Project Management Group**

MEETING MINUTES

Minutes of a meeting of the Horowhenua District Council & Hokio Environmental Kaitiaki Alliance Inc. Landfill Agreement Project Management Group held in the Ante Room, Horowhenua District Council, Oxford Street Levin on 27 September 2021 at 3.30pm.

IN ATTENDANCE:

Chairperson/s	Jenny Rowan and Lisa Slade	This meeting was chaired by Jenny
Members	David Moore	
Horizons Representative	Cr Sam Ferguson	
Project Manager	Greg Carlyon	
Meeting Secretary	Natasha Breen	

Welcome and Karakia

David Moore opened the meeting with a Karakia

Apologies

None

Update on Project Manager to Address Landfill Management, Compliance etc.

Greg provided an update that HDC have been actively trying to recruit the Landfill Manager Role noting that it is proving a struggle to find someone to fit that space.

Lisa advised that of the applications received, most were from overseas, with the exception of one internal candidate that will be progressed.

HDC Representation on Project Management Group

Group discussion took place on the withdrawal of David Clapperton as a representative on the PMG.

David M advised that he had written to David C and requested that his severe concerns are recorded:

- It leaves the PMG in an somewhat untenable position, especially as there is no replacement yet
- It was agreed at the beginning that representatives on the PMG would be at an appropriate leadership level
- David C is the leader, a signatory to the Landfill Agreement and has been on the PMG to date
- In the landfill agreement, the parties are urged to ensure that they have consistency of representation

- David M rejects that there is a conflict of interest, if there was a conflict of interest David C would not have been on the PMG in the first place
- David M referred to a comment made by David C in regards to preserving his Mana. David M asked it be recorded that it is nothing to do with Mana, the only way he could enhance his mana is by keeping his word, acting with integrity and ensuring that the Hokio Community and Environment are protected, that would enhance his mana. Walking away is an easy option which leaves us in an awkward position
- David M believe the withdrawal is unacceptable

Greg C responded that it was his clear understanding, on the signing of the Landfill Agreement, that Council had taken a position that the Landfill closes in 2025 or earlier, and the Chief Executive would be working with the PMG to get to that place. The view of the Councillors has perhaps put David C in a very awkward position but Greg feels it is not a conflict of interest and David C has a clear agenda within the Landfill Agreement.

Jenny noted that she agreed with David M's comments and that it is concerning as she thinks the PMG are making progress. If there has been a conflict of interest that should have been acknowledged in the beginning and perhaps the CE should never have been in these meetings.

Jenny further noted that she is of the will and mind to keep the PMG going and we are very keen to close this Landfill by May 2022.

Jenny requested that there be a resolve and someone in place by the next PMG meeting.

Lisa explained the structure of the Senior Management Team at HDC and advised with recent resignations that leaves two remaining Group Managers.

Lisa advised that all of the Senior Management Team have the same ability to make decisions and each Group Manager has their own financial delegation.

Action: Lisa will endeavour to have a replacement HDC representative in time for the next meeting.

Moved: David Moore Seconded: Jenny Rowan

“THAT the PMG urge HDC to appoint a new Senior Representative to the PMG with urgency and ensure the person has the appropriate authority and delegation to carry out the important functions of the PMG”

CARRIED

Greg advised that he would provide the background/context of what has been done to date to the replacement on the PMG.

Project Management Group Presentation to Councillors Prior to Decision

Greg advised that Morrison Solutions are preparing a report to support their decision and the CE will attend the Council meeting to make a recommendation (as required by the Landfill Agreement).

Greg suggested the PMG take the lead and produce a paper from the PMG of their view, approach the Mayor and CE to identify the action the PMG are taking and request to attend the workshops and to be heard by Council at the same time as Morrison Solutions and the CE's recommendations are being made.

Greg suggested this is done collaboratively with Morrison Solutions.

Lisa read out an update she received from Morrison Solutions, which Natasha will distribute to the PMG after the meeting.

Jenny advised that she has received a request from Morrison Solutions asking if Ngati Pareraukawa could precis their submission, to which Rachel Selby has agreed.

There was group discussion on this and it was agreed that Greg will produce a draft letter for the Chairs of the PMG to go the Mayor and CE.

Update on Morrison Solutions Work

Covered in item above. Natasha emailed update from Morrison Solutions to the PMG on behalf of Lisa.

Programme for Tatana Drain/Wetland

Greg advised there is no progress since the last meeting, there is a best practicable options for the site and said it reiterates the need for the Landfill Manager role to come on board at HDC.

David M noted his concern that in the compliance report, the leachate interception should have been organised by April 2021, was extended to August 2021 and David asked for an update.

Greg noted that his concern is if a wetland project was going to be done the cycle for doing those works is seasonally orientated.

Greg advised the PMG drives this process and the Council implements it.

There was group discussion on acquiring the land and if there has been any progress. David M noted this is urgent.

Greg advised that the feedback he has received from Horizons Regional Council is that there is no further action required and they have worked with the Tatana's to tidy up what was non-compliant.

David M stated that the PMG should be expressing their concern at the lack of action here.

Action: Greg will write to HDC (CE and Elected Members) on behalf of the PMG setting out the options that the PMG have been considering.

Ongoing Support for Christine Foster

Greg requested to have Christine Foster on stand-by in the event the PMG had any further issues they needed to work through that met the criteria in the Landfill Agreement. This was agreed by Lisa.

David M expressed his concern and disappointment after speaking to Christine Foster who advised David M that she had not received any update on how things have progressed.

Action: PMG to write to Christine Foster to thank her and provide an update.

David M noted he thought Christine Foster would be a good independent person to address the Council. Jenny agreed and noted she would like Christine at the briefings.

Greg responded that in his view, there is already an independent party providing advice to Council and it was agreed that the PMG would work through the process of what and how they are presenting.

General Business

Jenny noted there is a Special Consultation Process coming up.

David M noted that after the decision in November the apology will be a requirement soon thereafter. Greg advised he had created a timeline for that to occur and will locate it.

Action: Greg will include The Apology in the letter to the Mayor and CE.

Next Meeting Date

11 October at 3.30pm

Meeting Closure and Karakia

David M closed meeting with a karakia

ACTIONS

Date	Action Item	Person(s) Responsible	Status
27/9/21	Lisa will endeavour to have a replacement HDC representative in time for the next meeting	Lisa	
27/9/21	Draft a letter to the Mayor/CE requesting PMG attend workshops and November Council meeting to present their view and The Apology process.	Greg	
27/9/21	Provide the background/context of what has been done to date to the replacement of the HDC representative	Greg	
27/9/21	Liaise with Morrison Solution re timings of Workshops	Greg	
27/9/21	Write to HDC CE/Elected Members re Tatana Drain/Wetland	Greg	
27/9/21	Write to Christine Foster to thank her and provide an update	Greg	