

# Welcome to our Winter Edition Newsletter

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*This Resource Consent Team Newsletter provides information to assist those in the industry and their clients with respect to resource consent matters. It is not an exhaustive explanation of the matters that may be covered but a starting point for better understanding. If you seek specific information or advice you should consult a professional for bespoke guidance for your situation, or feel free to contact Council via the Duty Planning service on Council's website.*

## Wairau Aquifer Freshwater Management Unit - Allocation Status - Update

The Wairau Aquifer FMU allocation status has changed from overallocated to having allocation available. This change in allocation is a result of recent water take permit expiries and the application of reasonable use calculation's through application of the provisions of the Proposed Marlborough Environment Plan. Accordingly, applications for new takes from the Wairau Aquifer FMU are not a prohibited activity at this time.

Resolving overallocation and providing the ability to allocate water to new activities, supports the economic growth and environmental sustainability of the region.

Council will in future be including information on its website of allocation status for FMU's. Water allocation figures change on a regular basis with the granting, expiry, lapse or surrender of water take permits. Water permit applications are considered on a first in first served basis. It is recommended you check with Council's water consent processing officer's regarding applications currently in processing to determine the likely availability of water to allocate. Please note localised effects of proposed take and use applications will continue to be assessed as part of the application processing.

## Report on the application lodgement fee and refunds

Unfortunately the RC Team occasionally receives complaints from our customers regarding the cost of processing resource consents. All concerns regarding charges instigate a consideration of the charges by the consents planner and the Manager to ensure that the charges reflect the actual, fair and reasonable cost to Council of processing the resource consent application.

Customers often query the additional charges on their resource consent charges. Additional charges are those that exceed the lodgement fee which is paid when the application is submitted. Applicants are invoiced for the additional charges at the completion of the process. Mainly invoicing is often provided for complete applications. When the cost of processing the application is less than the lodgement fee the applicant is refunded the difference.

Over the 12 month period from 1 January 2021 – 31 December 2021 the Council received 1,095 applications for resource consent. 200 of these applications received a refund of the lodgement fee paid. This means that 18.3% of applications received a refund. 40 of the applications that received a refund were closed or withdrawn by the applicant. In these cases the applicant is charged for the time taken to process the application up to the close/withdrawal. 107 of the applications that received a refund were granted or refused. 53 of the applications that received a refund were s 125 (extension to lapse date), s 127 (variation to conditions) or s 136 (transfers).

Council is satisfied, based on the analysis of refunds, that the lodgement fee has been set at an appropriate level and does not need to be adjusted (except to factor in CPI annually).



**Marlborough is the perfect Winter Playground!**

Total applications invoiced/refunded	1095
with	
Total receiving refunds	200
Made up of the following	
Closed/Withdrawn	40
Granted/Refused	107
Amendments to existing consents	53
125/127/136	

## Undertaking Works in the Road Corridor

### A Brief Overview of the Process

#### **Application**

Anyone needing to undertake works in the road corridor, (for example installing or upgrade a vehicle entranceway, installing private services, etc) will need to apply for permission via a Corridor Access Request (CAR). Applications should be made before commencing work at: [www.beforeudig.co.nz](http://www.beforeudig.co.nz) or by calling 0800 248 344.

#### **Processing**

Once the CAR application has been lodged, the information is sent to Marlborough Roads who will process the request and apply a set of conditions.

#### **Approval**

If Marlborough Roads approve the application, either of the following approvals (with conditions) will be issued by e-mail:

- Work Access Permit (WAP) – This is required under utilities legislation to access the road corridor.
- Agreement To Work (ATW) - This is for all other work in legal road not covered under the utilities code.

#### **Traffic Management Plan (TMP)**

If a TMP was not required to be submitted as part of the original application, one will need to be submitted for approval at least five working days before any work commences.

#### **Completion**

Once the work has been completed, the applicant will need to notify “beforeUdig” through their website ([www.beforeudig.co.nz](http://www.beforeudig.co.nz)) or by phone.

#### **Warranty**

As part of the conditions for the work, the applicant will be required to remedy any defects found in the work for a period of two years.

### Uploading documents before works commence

The process for the attachment of documents such as TMP’s and site plans to the application is as follows:

- In the first instance when you are creating a new enquiry you must submit the application before you are able to attach your TMP, site plan, photos, etc.
- Once your CAR application has been submitted you will then receive an email response advising that it has been received; this should only take approximately five minutes.
- You can then access CAR History from the same screen; click on view adjacent to the newly submitted CAR which will bring up the associated details and allow you to attach documents.
- Click on Upload a New Document and attach the relevant file. This needs to be done for each document.

## Lodgement Fee Reminder

The Resource Consents Team (RC) receive a number of applications which do not have the lodgement fee attached and consequently they are put on hold awaiting fee payment. Another issue that occurs occasionally is that the fee is incorrectly coded or referenced and the payment goes into the applicant’s rates account.

To ensure your application can be accepted and processed expeditiously please ensure the required lodgement fee is paid at the time an application is made for Resource Consent. When the payment is made it needs to be referenced clearly with the applicant name and ReCapp lodgement code if applicable.



- To refresh the screen and update the information you have sent and received press the F5 key at any time during the process.

## Frequently Asked Questions

### Q. Why do I need a Work Access Permit (WAP)?

- A. WAP's are required for various reasons including: protecting NZTA's and Marlborough Councils assets, protecting other assets located within the road corridor, improving the safety of motorists, improving the safety of those working in the road corridor and co coordinating work in the road corridor to reduce conflicts.

### Q. What happens if I don't have a WAP?

- A. If you do not have a WAP, you do not have Marlborough Roads permission to be working in

the road corridor and you may be requested to cease work, regardless of whether you have a resource consent.

### Q. What information do I need to include with my Corridor Access Request (CAR)?

- A. All required beforeUdig information, plus plans and photos, and a traffic management plan.

### Q. How long does a WAP take?

- A. Provided the information submitted with your application is adequate, your WAP will be approved within five working days for minor works and 15 working days for major and project works. The Resource Consents Team has no part in this process.

## Staff Profile

### Pip McLane



Pip is a Marlborough local having grown up on a family farm in the Awatere. To some she may be a familiar face as she kick started her career at MDC some 20+ years ago in the consent team focusing on water and discharges. After two years at MDC Pip embarked on her OE, picking up planning work in the UK to fund her travels.

After a couple of years exploring Pip returned to Marlborough and worked as a Resource Management Consultant for Abel Properties before following her husband to Christchurch, Wellington and Invercargill continuing to work in resource management consultancy.

With young children and a farming business that took the family to Australia and then the Waikato milking dairy goats, Pip's career changed focus for a time, with a stint at Waikato Regional Council thrown in the mix. In early 2022 the opportunity arose to return home to the family farm. So Pip is back to where it all started, working 20 hours per week as an Environmental Planner. Pip is loving being part of the MDC team again and showing her family more of the highlights of Marlborough and enjoying farming without 1,000+ goats.

Next Issue out  
1 September 2022