

Marlborough District Council

Report and Minutes of a Meeting of the ASSETS & SERVICES COMMITTEE held in the Council Chambers, District Administration Building, Seymour Street, Blenheim on THURSDAY, 26 AUGUST 2010 commencing at 8.30 am

Present

Clrs F D Maher (Chairman), N W Weetman, W O Brice, G A Hope, Mr R Hunter (iwi representative) and Mayor A T Sowman.

Also Present

Clrs J A Andrews, G S Barsanti, C R Bowers, J Bunting, E I Davidson, T R Harrison, P J S Jerram and G Taylor.

In Attendance

Mr M S Wheeler, Manager – Assets and Services Department and Ms J R North, Support Services Administrator.

P.10/11.66 Interim Financial Report for Period Ended 30 June 2010 *F045-07*

David Craig, Finance and Information Supervisor presented a detailed interim financial report for the Assets and Services Department for the period ended 30 June 2010.

Clrs Weetman/Hope:

That the interim financial report for the period ended 30 June 2010 be received.

Carried

P.10/11.67 2009/10 Budget Carry-Overs *F045-01*

The Finance and Information Supervisor advised that a number of works scheduled for completion in 2009/10 did not proceed, or were not completed, for a variety of reasons. Details of those works were presented to the Committee.

Since funding for those works was determined in the 2009/10 Annual Plan it was now necessary to amend the 2010/11 budgets to reflect the 'carry-overs'.

Clrs Brice/Maher:

That the 2010/11 budgets be amended to incorporate the 2009/10 carry-overs.

Carried

ATTENDANCE: Frank Porter, Steve Murrin, David Miller, Robyn Gardiner (Marlborough Roads)

P.10/11.68 Safety Audit – Blind River Loop Road *R945-A01*

Steve Murrin presented his report which proposed safety improvement works on Blind River Loop Road following recommendations from the Coroner's findings into a fatal crash on Blind River Loop Road, 8 December 2008.

Marlborough Roads staff undertook a safety audit of Blind River Loop Road in early August. It was recommended that the recommendations of the safety audit be endorsed.

Clrs Weetman/Brice:

That Council endorse the recommendations of the Safety Audit and the following actions be implemented.

- 1. That loose material on the road from construction of a new access be removed.**
- 2. That a stock water trough on the corner be checked for leakage.**
- 3. That solid centrelines be installed around the four corners identified in the report.**
- 4. That sight distance be improved on the corner by benching the inside of the corner.**
- 5. That the outside of corners on Blind River Loop Road with no back drop be delineated with edge marker posts.**
- 6. That delineation be installed at the Blind River Loop/Caseys Road intersection.**

Carried

P.10/11.69 Road Programme Management

R495-01

Marlborough Roads provided information on activity management and sought Council approval for the inclusion of additional work, listed below, which was now included in the base subsidised programme, made possible by contract savings within the allocated Marlborough District Council Land Transport budgets for 2010/11. Savings in the recently tendered Marlborough North maintenance contract and the Aotea Saddle seal extension will fund the increase.

| Subsidised Activities | | |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 1. | Roseneath Lane Widening (Excludes kerb and channel from Un-Sub. budgets) | \$28,000 |
| 2. | Old Renwick Road Ford – concrete approach apron (essentially Preventative Maintenance) | \$80,000 |
| 3. | Waihopai Valley Road near 1734 Drainage improvements (Agreements with property owners negotiated) | \$24,000 |
| 4. | Contribution to Barge Site Development Manaroa Bay (The Kenepuru and Central Sounds Roding Committee have agreed to a contribution from their Special Rate account to fund sealing) | \$15,000 |

Clr Hope/Mr Hunter:

That the inclusion of additional works be approved.

Carried

P.10/11.70 Minor Safety Works Programme 2010/2011

R495-01

Council approval was sought by Marlborough Roads to increase the budget for Minor Safety works in order to take advantage of the full allocation of minor safety funds; and to approve the Minor Safety Works programme for 2010/11.

Cls Weetman/Maher:

- 1. That Council approve an increase in funding for the Minor Safety Programme with the funding coming from savings in the Marlborough North Maintenance Contract and Aotea Saddle Seal Extension.**
- 2. That Council approve the Minor Safety Programme as per the list presented.**

Carried

P.10/11.71 Safer Journeys and KiwiRAP Star Ratings T135-01

Marlborough Roads Road Safety Engineer, Robyn Gardener presented a snapshot of Safer Journeys – Road Safety Strategies 2010 – 2020. This included re-iterating Safer Journeys 2020 Strategy; Safe System Approach; and KiwiRAP Star Ratings of Roads & Roadsides.

Cls Hope/Weetman:

That the information be received.

Carried

ATTENDANCE: Clr Andrews (9.05 am)

**P.10/11.72 Ngakuta Bay Community Association Incorporated
Annual Plan Submission T135-01**

Ngakuta Bay Community Association Incorporated made a submission to the 2010/11 Draft Annual Plan on pedestrian safety requesting installation of a footpath including a footbridge, and reducing the speed limit at Ngakuta Bay.

The submission was referred by Council to the Assets and Services Committee for further consideration.

The Association had now revised their approach and proposed that Council engage a Road Safety Engineer to review road safety in the Ngakuta Bay area. To that end they requested funding to engage a consultant to provide a programme of Forward Works to address safety issues.

The Road Safety Consultant would work with the Community Association to develop a Forward Works plan to address safety issues. The Forward Works plan would also include estimates and timeframes for the work. Subsequent funding would be considered through the usual Annual Plan processes.

It was estimated that the consulting work might cost around \$10,000, and this could be funded from existing budgets. Marlborough Roads advised that the Association's request for a 30 km/hour speed restriction through Ngakuta Bay during peak holiday periods should be actioned before Christmas.

Cls Weetman/Maher:

That Council approve funding for the engagement of a Road Safety Consultant to work with the Community Association to prepare a Forward Works programme of safety works.

Carried

P.10/11.73 Oxleys Hotel and Le Café On-street Dining C250-01

Council approval was sought for Oxleys Hotel to establish an additional area on Wellington Street, and Le Café to extend their outdoor dining area on London Quay, Picton.

Oxleys Hotel currently operates an on-street dining area of approximately 18 square metres on the London Quay frontage. The proprietor of the hotel has determined that during the peak summer period that this area is not sufficient to cater for demand. He wished to establish an additional area of approximately 22 square metres on the Wellington Street frontage of the hotel.

The proposal would eliminate the northern most car park on Wellington Street. All costs involved in establishing the area would be met by the hotel operator.

Council's long-term plan is to upgrade footpaths on the southern side of London Quay and Wellington Street. At that time the proprietor would be required to remove the facilities from the area.

Le Café in London Quay currently operates an on-street dining area of approximately 27 square metres, and they wished to increase this area by 12 square metres by removing one of the parking spaces in front of its premises and extending the deck area.

Oxley Hotel's proposal attracted debate amongst councillors due to concerns with the possible use of area.

Another issue raised was the loss of further carparking spaces in Picton.

Picton representative, Clr Weetman was asked to liaise further with the applicants and Picton Business Association and then report back to Council prior to summer.

Clrs Weetman/Maher:

That the matter lie on the table until relevant parties have been further consulted by Picton representative Clr Weetman and then a report be brought back to Council prior to summer.

Carried

P.10/11.74 Te Araroa Trust Track – Daltons Bridge to Pelorus Bridge R855-07

Marlborough Roads reported that the Te Araroa Trust has applied for permission to establish a walking track on unformed paper road on the true left bank of the Pelorus River between Pelorus Bridge scenic reserve and Daltons Bridge.

Te Araroa Trust was formed in 1994 and has grown into a sizeable operation with eight regional sub-trusts. Its objective is to create a length of New Zealand walk "The Long Pathway".

The Trust has funds available to undertake the work to construct the track, however they have asked that the Council fund the maintenance of the track once it has been established.

Council's Reserves staff have advised that there is no other track maintenance undertaken in this area nor is there allocation in Council's budgets.

Marlborough Roads staff support Te Araroa Trust's initiative, however consider there are other groups or organisations that may be able to assist with ongoing maintenance.

Clrs Brice/Maher:

1. That approval be given for the establishment of the track.

- 2. That Te Araroa Trust be advised that Council is not in a position to maintain the track and they would be advised to seek support from other agencies or sponsors for ongoing maintenance.**

Carried

ATTENDANCE: Stephen Rooney, Operations and Maintenance Engineer

P.10/11.75 Bluegums Landfill – Weighbridge Options R360-04

The Operations and Maintenance Engineer presented his report to the Committee to consider future options for measurement of refuse entering the regional landfill.

Refuse at both the region's six transfer stations and landfill is charged for by volumetric measurement. The operators at each site are responsible for measuring the volume of loads being received. This can lead to significant loss of income due to the under-measuring becoming common practice.

The alternative to charging based on volumetric measure is to measure by weight.

Council engaged Tonkin and Taylor to consider the options available for weight-based measuring.

Their report recommends installing a weighbridge at the landfill only. There is no proposal to install weighbridges at transfer stations. The cost of installation and the operational difficulties ie; weighing small loads in and out is difficult in a transfer station situation particularly at the small sites, exceeds any benefits.

It was considered that volumetric charging at transfer stations is still appropriate for domestic refuse.

When the weighbridge installation loan has been repaid it may be possible to either reduce landfill charges due to the additional income or in the short term offset future landfill charge increases.

Cirs Brice/Hope:

- 1. That a weighbridge be installed as soon as possible.**
- 2. That the capital budget be increased to \$300,000 funded by additional revenues expected to be collected.**
- 3. That data be collected in tandem with volumetric measuring to enable calculation of weight based charges.**
- 4. That weight based charging commence for the landfill from 1 July 2011.**
- 5. Council to advertise this change through the 2011/12 Annual Plan.**

Carried

P.10/11.76 Picton Greenwaste W090-10-02

At the Assets & Services Committee meeting on 15 July 2010, the Committee was asked to review and consider options for greenwaste collection in Picton.

It was believed that a reduction in overall handling costs and transport of approximately \$5/m³ could be negotiated with the contractors involved in handling greenwaste from the Picton Transfer Station. This would enable the charge to the users to be reduced from \$26/m³ to \$21/m³, which would create a small incentive for Picton customers to divert greater quantities of greenwaste.

It was recommended and subsequently approved by Council that staff progress with design and costing of a new bay, and that construction of the new bay and the reduced greenwaste charge be progressed and brought back to the Assets & Services Committee once costs were confirmed at or below the above levels.

A report to reconsider the upgrade of greenwaste collection at the Picton transfer station was presented by the Operations and Maintenance Engineer.

Greenwaste has been collected from the Picton Transfer Station on a trial basis since the floods of August 2008. The costs involved are \$35.80. The customer is currently charged \$26/m³, thus a loss of \$9.80 per m³ is being incurred.

If greenwaste collection continues at the Picton Transfer Station a new bay could be constructed to avoid the additional handling of containers while the full and empty ones were being replaced/removed.

The cost of construction for a new bay has been confirmed at \$46,600, and building consent fees and engineering costs are estimated at \$4,000, (all GST excl). If loan funded, an annual funding cost of \$5,000 would be required.

Fulton Hogan and Greenfingers have now confirmed reductions to their operating or disposal charges which means that the charge to customers could now be set at \$22.50 to recover all greenwaste operating costs.

In addition the funding cost of \$5,000 would need to be met – approximately \$10 per m³ - equivalent to the current loss.

Clrs Weetman/Brice:

That the construction of the new bay and the charges as per the Operations and Maintenance Engineer's report proceed and be implemented.

Carried

ATTENDANCE: Reserves & Amenities Manager, Rosie Bartlett and Reserves & Amenities Officers, Robert Hutchinson and Robin Dunn.

P.10/11.77 Land Subdivision Account 2010-2011 R505-01

The Land Subdivision Account is made up of funds accumulated from the reserve fund contributions developers pay as part of the subdivision process.

The presented Land Subdivision Account showed the projected operating project ie; \$3,124,028 and the projects prioritised for the 2010-2011 financial year. The Committee considered the scheduling and prioritisation of the projects as appropriate for approval by Council.

Clrs Weetman/Brice:

That Land Subdivision account expenditure up to \$3,124,028 be approved as per the schedule presented with the inclusion of \$31,000 for playground upgrade at Ward Domain [plus \$12,000 for the Link Pathway]. [added at the Council meeting on 16 September 2010]

Carried

P.10/11.78 Picton Toy Library Request for Funding S360-02

The Picton Toy Library Committee applied to the Draft Annual Plan 2010/11 for assistance with funding for maintenance repairs to their building (previously the Girl Guide Hut). The land is owned by the Crown.

The request was referred to the Assets and Services Committee for consideration.

The Library Committee sought a contribution towards the maintenance costs of \$10,322.

Council does not normally fund maintenance or upgrades of buildings it does not own, on land it does not control. Whilst the Toy Library provides a valuable, non-profit, community service it was felt a precedent would be set should the request be approved which is not Council policy. Therefore the request was declined and Clr Weetman would continue to work with the group to help source support from other avenues.

Clrs Weetman/Brice:

That the request be declined and Clr Weetman continue to work with the group.

Carried

P.10/11.79

Seymour Square Memorial Clock

H045-04

The Committee was asked to consider a request which had been made to the Draft Annual Plan 2010/11 from local motel and hoteliers for a review of the timing for the first and last chimes of the day by the Seymour Square memorial clock. They have asked for silence from 10.00 pm to 10.00 am during weekends and 10.00 pm to 8.00 am during week days.

At present the chiming is silent from 10.15 pm until 7.15 am.

Reserves and Amenities Officer, Robert Hutchinson advised that the silencing of the hours chime is controlled by an electrical timing clock and could be extended easily.

The quarter chime is controlled manually with a silence bar and has approximately one hour's silence left, taking the first chime out from 7.15 am to 8.15 am. Should the clock be silenced past 8.00 am then significant work would be required to cast a new lengthy bar for the quarter chime. Being brass, cast fitting, the cost would likely exceed \$2,000.

The best that could be done without casting the bar is to restrict the chime to between 8.15 am and 10.00 pm all week.

Councillors did not support changing the time of the chimes believing that it was an unnecessary exercise.

Clrs Hope/Weetman:

~~That the status quo remain regarding the timing of the chimes of the Seymour Square Memorial clock.~~ [That the first chime of the Seymour Square Memorial Clock in the morning be at 7.15 am and the last chime at night be at 10.00 pm.] [amended at the Council meeting on 16 September 2010]

Carried

ATTENDANCE: Mayor Sowman and Clr Hope withdrew from the meeting (11.45 am)

P.10/11.80

Walking and Cycling Strategy Review

R495-07

Reserves & Amenities Officer, Robin Dunn's report sought adoption of the revised Walking and Cycling Strategy and approval to commence planning and design of CBZ cycling and walking recommendations from UrbanismPlus.

It was reported that the document's vision and objectives are unchanged. The relevant UrbanismPlus recommendations have been incorporated into the strategy and the network and action plans updated. Many of the Action Plan's projects aim to increase cycle and pedestrian safety and maintain or increase the active transport mode share.

These plans have a 10 year timeframe and include existing and many potential cycle or shared paths, lanes or tracks. The plans can be used in conjunction with the Riparian Strategy to help identify where public access is desirable and where acquisition should take place.

The Action Plan's budget identifies a potential spend of \$1 million per annum over the ten years. Over half of this budget is derived from existing Marlborough Roads' budgets eg; seal widening. NZTA funding of \$1.3 million is also proposed being financial assistance at current construction rate, with another \$1 million from BikeWalk Marlborough funding and \$500,000 sourced from Reserves Land Subdivision budgets. In addition accumulated funds totalling \$435,000 are currently available from BikeWalk Marlborough and cycle facilities budgets.

Mr Hunter/Clr Brice:
That the report be received.

Carried

P.10/11.81 Queen Charlotte College Pool S450-05

The Queen Charlotte College (QCC) pool is a community facility jointly managed by Council and Queen Charlotte College, with Council contributing an annual operating grant of \$13,000 towards operation and maintenance of the pool.

The pool is available for public use during the summer months from 3.30 pm - 5.30 pm on weekdays and 12.00 pm - 5.30 pm on weekends, however from feedback received it appears few people are aware the pool is available for public use.

In the past there has been limited information available to the public regarding use of the pool or promotion of the pool as a community facility; better promotion of the pool and public use times was needed. It was proposed that this be achieved through the Council's website, signage promotional material located at the Picton library, i-SITES and Picton accommodation providers.

In the past Stadium 2000 staff have been utilised to provide technical advice on pool operations and pool attendant training. Staff have recommended that Stadium 2000 take on the management in conjunction with QCC to ensure pool safe requirements are met in relation to staffing and water treatment.

There was an opportunity to contribute an investment of capital in conjunction with Queen Charlotte College to upgrade and improve ageing pool facilities. A request for capital funding was included in this year's Land Subdivision reserves account allocation.

The removal of the current entry fee was an initiative that would improve accessibility and increase public use as well as reducing the number of pool staff as no office staff would be required when the pool is open to the public. It currently costs more to staff the collection of the revenue than the revenue received.

It was suggested that an increase in the QCC pool operating grant equivalent to that allocated for the Seddon Community Pool be considered at budget time for the next financial year.

Clrs Weetman/Maher:

- 1. That Council provide greater resources over time to allow the Queen Charlotte College pool to be utilised by more members of the community.**
- 2. That entry fees to the Queen Charlotte School pool not be charged in the 2010/11 summer season.**

Carried

P.10/11.82 Information Package

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The Information Package for the Assets and Services Committee dated 26 August 2010 and circulated separately was received and noted.

P.10/11.83 Decision to Conduct Business with the Public Excluded

Cllrs Weetman/Brice:

That the public be excluded from the following parts of the proceedings of this meeting, namely:

- **Kenepuru Road – Acquisition of Land for Road and Spoil Site**

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 are as follows:

| General Subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Ground(s) under Section 48(1) for the passing of this resolution |
|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Kenepuru Road – Acquisition of Land for Road and Spoil Site | In order to protect the privacy of natural persons, as provided for under Section 7(2)(a). | That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under Section 7 of the Local Government Official Information and Meetings Act 1987. |

Carried

The meeting closed at 12.15 pm

Record No: 10213664