



**Minutes of a Meeting of the  
Marlborough District Council  
held in the Council Chambers and via Teams, 15 Seymour Street, Blenheim  
on MONDAY 26 FEBRUARY 2024 commencing at 9.00 am**

### **Present**

The Mayor N P Taylor (in the Chair), Cllrs S R W Adams, S J Arbuckle, A R Burgess (to 12.41 pm), J D N Croad, D A Dalliessi, B G Dawson, B A Faulls, M R K Flight, G A Hope, R J Innes, B J Minehan, J C Rosene and T P Sowman.

### **Present via Teams**

Clr J A Arbuckle.

### **In Attendance**

Mr M S Wheeler (Chief Executive), Mr G K Blake (Chief Financial Officer), Mr R P Coningham (Manager Assets & Services), Ms G M Ferguson (Consents & Compliance Group Manager), Mr M F Fletcher (Manager Strategic Finance), Mr R Foitzik (General Counsel), Mr D G Heiford (Manager Economic, Community & Support Services), Mr J Joseph (Kaihautu), Mr A J Lyall (Property & Community Facilities Manager), Mr H R Versteegh (Environmental Science & Policy Group Manager), Mr D G Walters (Communications Manager), Ms S L Young (Chief Information Officer), Mr N P Henry (Strategic Planning & Economic Development), Mr J J Cunliffe (Stormwater Lead), Mr S A Donaldson (Planning & Development Engineer), Mr A D Johnson (Manager Environmental Science & Monitoring), Ms C L Lake (Financial Services Manager), Mr S J Murrin (Marlborough Roads Manager), Ms J A Tito (Parks & Open Spaces Manager), Mr A White (Rivers & Drainage Engineering Manager), Ms T A Dever (Financial Reporting & Funding Manager), Mr R V Hutchinson (Parks & Open Spaces Officer), Mr M W Lucas (Solid Waste Manager), Mr G P Smail (Parks & Open Spaces Officer), and Mr M J Porter (Democratic Services Manager).

### **Karakia**

The meeting opened with a karakia from Clr Burgess.

## **Cncl-0224-258 Declaration of Interests**

Members were reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

A number of declarations were noted in the agenda:

- The various interests as declared under Minute No. Cncl-1223-204;
- The interest as declared under Minute No. EFC-0224-244 (Minute No. EFC-0223-e-31); and
- The interests declared at the meeting by Clr Hope (Minute No. Cncl-0224-290), Clr Adams (Minute No. Cncl-0224-298) and Cllrs J Arbuckle & Croad (Minute No. Cncl-0224-307).

## **Cncl-0224-259 Long Term Plan Budgets 2024-34** **F230-L24-03**

The Mayor welcomed everybody and introduced the purpose of the budget side of the meeting as per the Agenda. The Mayor also acknowledged the work of the Finance Team and other staff who had worked on reports.

## **Cncl-0224-260 Budget Summary** **F230-L24-03**

Mr Blake provided Council with an overview of the budgets proposed for inclusion in Council's 2024-34 Long Term Plan (LTP).

Mr Blake reported that the proposed budgets maintain a continuation of existing levels of service and a Capital Expenditure programme that in the main focuses on core infrastructure. There is a very large Capital Expenditure programme budgeted to address core infrastructure requirements. This coupled with post COVID high levels of inflation across all costs and activities has driven the proposed rate increases.

The draft Rates increase for 2024-25 is 7.79% before adding 0.68% for the introduction of Wheelie Bins for Kerbside Rubbish and Recycling Collections. This equates to 8.47% which excludes the impact of the COVID Rates Relief Reserve, which adds a further 5.11%, a total of 13.58%. An agenda paper proposed options to unwind the COVID Rates Relief reserve, the preferred of which would soften the impact on rates for 2024-25 and future years, reducing 2024-25 by 2.20%. Other agenda papers for Levels of Service changes and the review of Fees and Charges total + 1.25% on Rates. If all Levels of Service and Fee Review papers and preferred options, including unwinding the COVID Rates Relief Reserve, were selected by Council the Rates increase was estimated at 12.63%.

Mr Blake further reported that consideration by Council of papers in relation to funding of the Emergency Events Reserve and the Impact of Funding Depreciation on Revalued Three Waters Assets may lead to future years Rates impacts. In addition to the Rates increase referred to above consultation is proposed on options to address the funding of the costs of fixing the Marlborough Sounds Roads storm damage. For the remainder of this Budget Summary the terms "Roads and Footpaths" excludes any potential costs associated with the fixing of the Marlborough Sounds Roads.

Council has previously agreed that the Rates Cap remains at LCGI + 3%, which for 2024-25 gives a cap of 5.89%. While the cap has been exceeded in 2024-25, the remaining proposed increases are forecast to remain within the "cap" for eight of 10 years of the LTP. To manage the impact on Rates, extensive use has been made of the Infrastructure Upgrade and Depreciation Reserves. The Infrastructure Upgrade Reserve is being drawn on more heavily over the course of the LTP because it repays the borrowing that is growing as a result of the increased capital expenditure programme. Council, in September 2023, agreed to change the debt cap to "net interest will be less than 15% of total rates". By adopting a conservative approach, 15% is only half of that permitted by the LGFA, and using the Budget Meeting version of the LTP, Council debt peaks at \$282M in 2031 which is well within this self-imposed cap. Council's forecast debt levels will remain within the covenants for LGFA borrowing increases. The use of debt is one of the main methods of achieving intergenerational equity.

**The Mayor/Clr Croad:**

**That Council receive the information contained in this Budget Summary Paper and adopt it as supporting information to the 2024-34 Long Term Plan.**

**Carried**

## **Cncl-0224-261 Water and Sewerage Capital Budgets F230-L24-03**

Mr Donaldson provided an overview of Water and Sewerage projects and capital budgets over the 2024-34 Long Term Plan period.

The report included specific detail on the projects proposed and their capital costs.

**Clrs Croad/Hope:**

**That the water and sewerage budget and programme for the 2024-34 Long Term Plan period be received and the information be adopted as supporting information.**

**Carried**

## **Cncl-0224-262 Road and Footpaths Budget F230-L24-03, R800-006-002-02**

Mr Murrin provided an overview of major roading expenditure, broken down into four categories: Maintenance; Renewals; and Capital Improvements. It was noted that expenditure is split into subsidised and unsubsidised. Subsidised expenditure attracts a subsidy from Waka Kotahi NZ Transport Agency. The current subsidy for Council's standard roading programme is set at 51%.

It was further reported that Waka Kotahi NZ Transport Agency subsidised Roothing Programme is funded in a 3-year block and is known as the 2024-27 National Land Transport Programme (NLTP). The 2024-25 year is the first year of the new NLTP.

Mr Murrin further reported that the only major capital improvements proposed in the long term plan are bridges. There is \$1m budgeted in 2026-27 for design for the replacement of the High Street bridge and \$13m in 2028-30 for construction. There is also \$6.5m budgeted in 2030-31 for an additional crossing of the Taylor River in Blenheim.

The report included specific detail on the risks not currently budgeted for.

**Cirs Croad/Dalliessi:**  
**That the report be received.**

Carried

## **Cncl-0224-263      Marlborough Sounds Future Access Works Programme** **E210-007-29-05**

Mr Wheeler advised that the purpose of the report was to provide a recap on the Programme Business Case (PBC) for the Marlborough Sounds Future Access Study (MSFAS), and an outline of the process which will be used to finalise a detailed works programme for implementation of the MSFAS; to seek Council approval to include the recommended conceptual works programme and financial assistance rate assumptions from the PBC in the Long Term Plan (LTP) budgets, which will then be subject to consultation through the LTP process; and to support the recommended conceptual works programme and financial assistance rate assumptions as the basis for the Sounds roading access project (including the preferred option), which will then be the subject of consultation through the LTP process (refer Minute No. Cncl-0224-264 below).

Mr Wheeler reported that Council embarked on the MSFAS to support the case for funding safe and resilient long-term access solutions for the Sounds transport network, following the major storm events of 2021 and 2022. The purpose of the PBC was to identify the combination of activities (network repairs, replacement and improvements, etc) that represent the best-value-for-money response to the case for change. The draft PBC was reviewed by an independent expert engaged by Council, who considered that the PBC was fit for purpose. Council endorsed the PBC and submitted it to Waka Kotahi NZ Transport Agency for consideration in October 2023. The PBC was reviewed in detail by Waka Kotahi NZ Transport Agency's investment team and a senior management group before being presented to their Board in December 2023. Council was advised by Waka Kotahi NZ Transport Agency staff on 14 December 2023 that the PBC had been endorsed in full, and that applications for final funding could be submitted subject to more detailed design work, site investigations, option optimisation and a decision of Council to proceed and provide its share of funding through the LTP process. The endorsement of the PBC by Waka Kotahi NZ Transport Agency is what led to this report (and the following report on rating options) being prepared. Final funding decisions will be able to be made by each of the respective funders following the culmination of the 2024-34 LTP process, and more detailed design and site investigation work. It is anticipated that this will be from June/July 2024 onwards. Budgets will be reviewed annually as part of Annual Plan processes. Budget changes may initiate amendments to Sounds roading access cost allocation, depending on the final funding option/system adopted.

**Cirs Faulls/Innes:**

- 1. That Council reconfirms the findings of the Programme Business Case (PBC) now endorsed by Waka Kotahi NZ Transport Agency.**
- 2. That Council approves the PBC recommended conceptual works programme, with the addition of annual inflation estimates provided by BERL, for inclusion in the Long Term Plan budget to be consulted on during the 2024-34 Long Term Plan process.**
- 3. That Council supports the PBC recommended conceptual works programme and financial assistance rate assumptions as the basis for the Sounds Roding Access proposal to be consulted on as part of the Long Term Plan process.**

Carried

## **Cncl-0224-264    Marlborough Sounds Roding Funding Recovery**

**E210-007-29-05**

Mr Fletcher advised that the purpose of the report was to outline and seek approval to consult on funding options for the Council's contribution to the estimated costs of the recovery works for the Marlborough Sounds transport network.

Mr Fletcher reported that as a result of two major weather events that occurred in July 2021 and August 2022, there was extensive damage to the Sounds roading network, and a need for significant repairs and improvements, generating a consequential funding need. While a large portion of the circa \$140M Tranche one and two funding approved by Waka Kotahi NZ Transport Agency at a 95% Financial Assistance Rate has been applied to necessary Sounds repairs, there is a need for further recovery works and for additional Council funding. The uninflated estimated total cost of the remaining repair and improvement works are identified in the Programme Business Case (PBC) for the Marlborough Sounds Future Access Study (MSFAS) at \$234M over a 25-year period, with the majority of costs planned for the 2024-34 period. Waka Kotahi NZ Transport Agency have agreed in principle to fund 71% of repair costs, 51% of improvements and at present 0% of maritime expenditure. The challenge for Council is to develop an appropriate funding mechanism for its share of the cost (which amounts to approximately \$106M). Members noted that Council will not have access to Waka Kotahi NZ Transport Agency's funding contribution unless it contributes the balance of the funding.

Mr Fletcher explained all options as per the agenda. Mr Fletcher further explained that Option 5 (UAC for the remainder of Marlborough) builds on Options 3 (Maintain the current rates weighting of 100 for all properties within the five Sounds Zones and a reduced weighting for the balance of Marlborough and Sounds Admin Rural Properties) and 4 (A further developed weighting approach, but with Zone costs to be recovered at a Zone Level). Under this option a uniform charge is proposed to recover the share of the costs of the Sounds Roads recovery, not being recovered from Zones 1-5 as identified in the report and Sounds Admin Rural. This approach was proposed as properties in these areas are in general not expected to gain a significantly greater or lesser benefit because of their use, size and value. Under this option, the average value for non-Sounds properties rates identified in the table above becomes the UAC, starting at \$38.07 in 2025 and rising to \$259.15 for 2034.

### **Cirs Minehan/Faults:**

- 1. That Council agree to consult on the five options contained in this paper, including the do minimum option and four funding options as part of the Long Term Plan consultation process; and**
- 2. That Council agree that Option 5 (UAC for the remainder of Marlborough) is the Council's preferred option, for the purpose of the 2024-34 Long Term Plan consultation.**

### **Carried**

ATTENDANCE: The meeting adjourned at 10.32 am and reconvened at 10.51 am.

## **Cncl-0224-265    Levels of Service Increases: COVID-19 Rates Relief Reserve**

**F230-L24-03**

Mr Fletcher advised that the purpose of the report was to propose a means by which the rating impact of the COVID-19 Rates Relief Reserve (Reserve) can be reversed.

Mr Fletcher explained all options as per the agenda. Mr Fletcher further explained that under Option 5 (Transition over three years and Sell Carbon Credit to finance the remainder) the \$4.5M of assistance would be reduced by \$1.5M per annum. To cover the other \$3.0M for 2024-25 and \$1.5M for 2025-26 Council would sell its share of the Carbon Credits it holds as part of Marlborough Regional Forestry. Under this option, the rates increase would be 2.91% in 2024-25 and a further 1.72% and 1.72% in 2025-26 and 2026-27. Members noted that circa \$4.9M of credits would remain to provide a potential source of funds for future investment opportunities.

Members considered the recommendation as proposed by staff and agreed that the motion should include that up to \$4.5M of carbon credits could be sold.

**Cllrs Dalliessi/Croad:**

- 1. That Council adopt Option 5 (Transition over three years and Sell Carbon Credit to finance the remainder; noting that rate increases would be 2.91% in 2024-25 and a further 1.72% in both 2025-26 and 2026-27) to transition away from using the COVID-19 Rates Relief Reserve to manage Rates.**
- 2. That Council agree to sell up to \$4.5M of carbon credits.**

**Carried**

## **Cncl-0224-266 Depreciation Funding**

**F230-L24-05**

Mr Fletcher advised that the purpose of the report was to brief Council on the results of the WSP Valuation of Three Waters assets as at 30 June 2023 and resulting impact on depreciation.

Mr Fletcher reported that WSP has completed an independent valuation of Council's Three Waters assets, including irrigation. This valuation has yielded a significant increase of \$260.4M in the valuation and corresponding \$13.8M increase in depreciation. Members noted that recommended best practice was that Councils fully fund depreciation to fund renewals and avoid increased debt.

**The Mayor/Cllr S Arbuckle:**

- 1. That Council receive the WSP Valuation Report.**
- 2. That Council agree to progressively move to fully funding depreciation over the period of the Long Term Plan commencing in the 2026-27 financial year as per Option 3 (Progressively move to funding the additional depreciation from 2026-27 and the remaining seven years of the Long Term Plan at an annual cost of circa \$1.75M per annum).**

**Carried**

## **Cncl-0224-267 Emergency Events Reserve Funding F230-L24-12-03**

Members noted that the purpose of the report was to consider the funding of the Emergency Events Reserve.

Mr Fletcher reported that the Emergency Events Reserve is forecast to move into deficit over the course of the LTP. Council has other Reserves, cash deposits and lending facilities to call upon if required whilst the Reserve remains in deficit. Staff proposed that a \$0.5M addition to rates be applied each year from the 2026-27 year to replenish this Reserve. A balance of \$10M to \$15M is targeted, the level of which was subject to prior consultation.

**Cllrs Croad/Hope:**

- 1. That Council agree to establish a new General Rate of \$500,000 in the 2026-27 financial year and then a further \$500,000 per annum to fund the Emergency Events Reserve; and**
- 2. That Council agree to review the decision in 1. (above) if three waters debt is transferred to a new entity as part of implementing "Local Water Done Well".**

**Carried**

## **Cncl-0224-268 Reserve Balances**

**F230-L24-12-03**

Mr Blake outlined the forecast balances for Council's significant Reserves.

**Cllrs Croad/Minehan:**

**That Council receive and adopt this paper as supporting information.**

**Carried**

## **Cncl-0224-269 Infrastructure Upgrade Reserve**

**F230-L24-03**

Mr Blake provided a specific update on the Infrastructure Upgrade Reserve.

**The Mayor/Clr Sowman:**  
**That Council receive and adopt this paper as supporting information.**

**Carried**

## **Cncl-0224-270 Capital Expenditure Schedule F230-L24-03**

Members noted the summary of the proposed capital expenditure programme for the 2024-34 Long Term Plan. Mr Blake reported that the majority of the larger items are commented on in previous items. It was noted that the figures in this schedule differ from those contained in the above items, due to the budget adjustments made to broadly align with the funding envelope agreed in the Long Term Plan.

**Clrs Croad/Dawson:**  
**That the information be received and adopted as supporting information.**

**Carried**

## **Cncl-0224-271 Forecast Financial Statements F230-L24-03**

The full statements were tabled at the meeting.

Mr Blake explained the forecast Financial Statements reflecting the income, expenditure and funding decisions in the 2024-34 Long Term Plan.

The report included the Statement of Comprehensive Revenue and Expense; Statement of Changes in Net Assets / Equity; Statement of Financial Position; Statement of Cash Flows; and the accompanying Financial Statement Notes.

**Clrs Hope/Sowman:**  
**That the information presented be received as supporting documentation.**

**Carried**

## **Cncl-0224-272 Council Activities F230-L24-03**

Mr Blake advised that the purpose of this paper was to present for Council's information each of Council's Activities and provide a guide to the structure of each the Activity Statements. The intention was that this information would be made available to the public during the consultation process as supporting information. The papers were separately attached to the Agenda (filed in CM – Record No. 2434384).

**The Mayor/Clr Dawson:**

- 1. That Council note the availability of the information contained in the separate Activity Attachment.**
- 2. That Council receive and adopt the information as supporting information.**

**Carried**

## **Cncl-0224-273 Levels of Service Increases: Small Townships Programme E105-002-01**

Mr Lyall advised that the purpose of the report was to consider whether to continue with funding the Small Townships Programme after 2028.

Staff reported that Council approved funding for a new Small Township Programme (STP) in the 2015-25 Long Term Plan. STP arose from the Growing Marlborough Strategy with a focus on enhancing existing settlements and supporting defined communities. Debt funding was approved across the 2015-25 LTP period, with an annual budget approved through to 2028. In the 2021-31 LTP staff sought a continuation of the programme through to 2031 but were requested to table a continuation request at the 2024-34 LTP. STP is all about linking the aspirations of communities with good outdoor public space design. The community is the key

stakeholder in this process and establishes a vision and priorities for localised projects. Developing a sense of place and unique identity supported by connectivity and accessibility is critical to achieving the right result.

The STP annual budget is debt funded at a cost of approximately \$6 per ratepayer per annum across Blenheim Vicinity and General Rural rating areas. Options for the future of STP include ending the programme in 2028, continuing the programme in its current form or repositioning STP within a Council department and allocating a fixed project related capital budget. The STP programme was developed as rural and small communities felt that they were falling under the Council radar. The programme that is in place now appears to be addressing that matter.

**Cirs Faulls/S Arbuckle:**

1. That Council approve the Small Townships Programme activity being incorporated into the Community Facilities Department of Council from the 2024/25 financial year.
2. That Council approve a continuation of the \$750,000 per annum funding for the period of the 2024-34 Long Term Plan to the 2033/34 financial year, using the existing debt funding mechanism.

**Carried**

## **Cncl-0224-274 Levels of Service Increases: Community Facilities: Structures and Recreational Funding R510-021-01**

Ms Tito explained that the purpose of the report was to request funding for improvements to Council's recreational facilities to maintain and/or to increase current levels of service to meet safety requirements.

Ms Tito reported that funding of \$4,221,500 was sought for 10 projects which involve new development, replacements and upgrades to aged equipment, an increase in asset use and asset planning reports. A number of these projects meet the growth criteria for funding from the Land Subdivision Account. It was proposed for the balance to be debt funded. Members noted that the opening balance of the Land Subdivision Account as at 1 July 2023 is \$6,413,407. The proposed budget for projects to be funded from this Reserve is \$2,195,050. The remaining balance of the Land Subdivision Account balance will be \$4,123,357.

Members queried the use of the funding set aside for College Park and also advised that more information will be required at the deliberation stage.

**Cirs Rosene/S Arbuckle:**

1. That Council approve \$2,195,050 from the Land Subdivision Account over the 2024-29 financial years as per the following table to fund the growth components of the works required:

<b>Name of park and description of proposed project</b>	<b>Cost</b>	<b>Growth Driven (Percent)</b>	<b>Land Subdivision Account</b>	<b>Debt-funded</b>	<b>OpEx</b>	<b>LTP Year Commencement</b>
Safety Audit with Plan for Barnes Dam Track <i>A safety audit with plan of action for improving the Barnes Dam Track.</i>	\$15,000	100%	0	0	\$15,000	FY 2024/25
Safety Audit with Plan for Mt Takorika and Waterfall Tracks (Havelock) <i>A safety audit with plan to develop the Mt Takorika Track to NZ Standard specification</i>	\$20,000	100%	0	0	\$20,000	FY 2024/25
Mountain Bike Park carpark <i>Upgrade to entry to WHFP / MTB Track</i>	\$80,000	100%	\$80,000	0	0	FY 2024/25
Rutherford/Pickering memorial <i>Update to audio system and dated panelling.</i>	\$80,000	70%	\$56,000	\$24,000	0	FY 2024/25
A&P Park Pavilion	\$3,700,000	50%	\$1,850,000	\$1,850,000	0	FY 2026/27 to FY 2027/28

<i>New pavilion to replace aging and deteriorating facility</i>						
Structures Report <i>A maintenance inspection report (every 3 years) specifically of Parks and Open Spaces structures.</i>	\$60,000	100%	0	0	\$60,000	FY 2024/25
Renwick Pump Track <i>Additional funding to allow for price increases and size increase to area</i>	\$75,000	100%	\$75,000	0	0	FY 2024/25
Auckland Street Skate and Basketball Park <i>Upgrade to skate park features to suit wider range of participation</i>	\$191,500	70%	\$134,050	\$57,450	0	FY 2025/26 to FY 2026/27
<b>Total:</b>	<b>\$4,221,500.00</b>		<b>\$2,195,050.00</b>	<b>\$1,931,450.00</b>	<b>\$95,000.00</b>	

2. That Council approve \$1,931,450 of rate funded debt to fund the non-growth component of the works required to upgrade the community recreational facilities to meet level of services safety and demand requirements.
3. That Council approve Operating Expenditure of \$95,000 for the 2024/25 financial year to be funded from general rates.

Carried

## Cncl-0224-275      Levels of Service Increases: Freedom Camping Monitoring R510-005-05

Members noted that the purpose of the report was to seek annual funding to manage monitoring of responsible camping across the Marlborough District.

Ms Tito reported that following a review of the 2018/19 responsible camping season and the increasing numbers of visitors, it was agreed that a contractor be engaged to specifically manage responsible camping on a seasonal basis. This activity was jointly funded by Council's operational budgets and a fund set up (at the time) by central government. Between 2018 to 2021 Council applied for and received funding from central government that allowed for a comprehensive monitoring programme of responsible camping across Marlborough. In 2021 the government advised that funding for freedom camping monitoring would be discontinued. From 2021 to 2023 Council approved funding for the monitoring of freedom camping each year.

While Covid-19 pandemic did have a significant impact on international visitor numbers there was an increase in New Zealanders travelling and camping at responsible camping sites. Ms Tito advised that currently there is no funding within Council budgets for the responsible camping monitoring and enforcement function. Staff were seeking approval of a \$95,000 budget each year to allow the contracted service to continue. This budget would provide for 8 hours a day (2 shifts of 4 hours) between 1 December and 31 March each year to be provided by a contractor. Staff considered that this resource will meet the current demands of the Responsible Camping Control Bylaw 2022. Staff proposed that the funding be provided from rates due to the community good aspect of the activity and the need for the ongoing service.

At the meeting staff were requested to investigate other ways of delivering this monitoring activity.

**Cirs Innes/Flight:**

**That Council approve funding of \$95,000 per annum from rates to cover responsible camping monitoring across the Marlborough District.**

Carried

ATTENDANCE: The meeting adjourned at 12.41 pm and reconvened at 1.30 pm.



# Cncl-0224-276 Levels of Service Increases: Public Conveniences Facility Renewals Programme

**R510-011-07-001**

Mr Smail advised that the purpose of the report was to seek Council approval to undertake a public conveniences facility renewals programme.

Mr Smail reported that it was proposed to replace four (4) existing public toilet facilities to meet current demand and establish 12 (twelve) new facilities to provide for future demand over the next 10 years. The delivery of these public toilet facilities is proposed across the 10-year cycle of the 2024-34 Long Term Plan (LTP), with an estimated capital cost of \$3,685,000 which includes individual projects approved of \$2,205,000 in previous LTP and Annual Plan cycles. In total there was already \$4,015,000 capital approved of which \$2,205,000 relates to the programme referred to in this paper. The additional approval would take the total budget to \$5,495,000.

Mr Smail further reported that Council currently operates 71 public toilet facilities with a wide range of site locations, formats, age and use demand; 33 facilities are within urban locations and connected to usual 3-waters and power reticulated services with the remaining 38 facilities in rural small town or remote locations (these are non-reticulated and connected to in-ground septic wastewater dispersal systems or wastewater containment holding tanks).

Members generally agreed with the proposal (Clr Dalliessi did not support) but agreed that the four Whale Trail facilities are to be removed from year 2 (2025-26 financial year).

**Clrs Croad/Hope:**

- That Council approve an additional \$1,480,000 for the capital budget requirement of the Public Conveniences Facility Renewals programme as per the following table:**

Facility Location	Facility Proposal	Project Estimate	2024-34 LTP Delivery (by FY, in \$000s)							
			24-25	Budget Change	25-26	Budget Change	26-27	Budget Change	27-34	Budget Change
Blenheim: Horton Park	Renewal	\$225,000	\$ 225K	\$ 75K		\$ -	\$ -	\$ -	\$ -	\$ -
Blenheim: Oliver Park	Renewal	\$180,000	\$ 180K	\$ 30K		\$ -	\$ -	\$ -	\$ -	\$ -
Blenheim: Taylor River Reserve - Dog Park	New	\$200,000	\$ 200K	\$ 200K		\$ -	-\$ 100K	\$ -	\$ -	\$ -
Blenheim: Taylor River Reserve - Pony Club	New	\$200,000		\$ -	\$ 200K	\$ 200K		-\$ 100K	\$ -	\$ -
Blenheim: Westwood	New	\$330,000		\$ -	\$ 330K	-\$ 70K		\$ -	\$ -	\$ -
Havelock: Havelock Domain	New	\$50,000		\$ -	\$ 50K	\$ 50K		\$ -	\$ -	\$ -
Flaxbourne: Ward	New	\$300,000		\$ -		\$ -	\$ 300K	\$ 300K	\$ -	\$ -
Blenheim: Mountain Bike Park Carpark -WH	New	\$100,000		\$ -		\$ -	\$ 100K	\$ 100K	\$ -	\$ -
Blenheim: Pollard Park	Renewal	\$375,000		\$ -		-\$ 400K		\$ -	\$ 375K	\$ 375K
Blenheim: Omaka Cemetery	New	\$200,000		\$ -		-\$ 150K		\$ -	\$ 200K	\$ 200K
Blenheim: Withers - Redwood St Carpark	New	\$200,000		\$ -		-\$ 100K		\$ -	\$ 200K	\$ 200K
Picton: Endeavour Park	New	\$300,000		-\$ 25K		\$ -		\$ -	\$ 300K	\$ 300K
Rural: Fairhall Cemetery	Renewal	\$275,000		\$ -		-\$ 275K		\$ -	\$ 275K	\$ 275K
Blenheim: Pollard Park - Churchill Glade	New	\$300,000		\$ -		\$ -		\$ -	\$ 300K	\$ 300K
Picton: Essons Valley	New	\$150,000		-\$ 55K		\$ -		\$ -	\$ 150K	\$ 150K
Blenheim: Eastern CBD	New	\$300,000		\$ -		-\$ 300K		\$ -	\$ 300K	\$ 300K
<b>LTP 2024-34 - Total</b>		<b>\$3,685,000</b>	<b>\$ 605K</b>	<b>\$ 225K</b>	<b>\$ 580K</b>	<b>-\$ 1045K</b>	<b>\$ 400K</b>	<b>\$ 200K</b>	<b>\$ 2100K</b>	<b>\$ 2100K</b>
Existing Approved Budget - for these projects		\$2,205,000								
<b>Additional Budget Required</b>		<b>\$1,480,000</b>								

- That Council approve the operational budget requirement of the Public Conveniences Facility Renewals programme of \$160,000 as per the following table (noting that the four (4) Whale Trail facilities have been deleted from Year 2 (being the 2025-26 financial year) budget requirement):**

2024-34 LTP Year	Operational Additional Budget Estimate	Cumulative Year Total – Additional Budget
FY 2024/25	52,500	52,500
FY 2025/26	29,500	82,000
FY 2026/27	27,000	109,000
FY 2027/28	0	109,000
FY 2028/29	9,500	118,500
FY 2029/30	11,000	129,500

FY 2030/31	0	129,500
FY 2031/32	10,500	140,000
FY 2032/33	8,500	148,500
FY 2033/34	11,500	160,000

**Carried**

Clr Dalliesi requested that her vote against the above motion be recorded.

ATTENDANCE: Clrs Adams and Rosene rejoined the meeting during the above item at 1.38 pm.

**Cncl-0224-277      Levels of Service Increases: Resurface  
Riverside Park Boardwalk      R510-009-R06-01**

Mr Hutchinson advised that the purpose of the report was to seek funding from the Forestry and Land Development Reserve to resurface the Riverside Park boardwalk and replace the lighting system.

Mr Hutchinson reported that with realignment of the state highway through Blenheim in 2001, the removal of the Symons Street bridge created an opportunity for the redevelopment of Riverside Park. As part of the redevelopment, a boardwalk was built along both sides of the Taylor River, and this has been an incredible asset to the town as both a commuting option and a recreational space. Over several years however, the boardwalk decking has begun to breakdown with the decking being under water at times either during flood events or when water levels remain high. The decking boards once clear of the Taylor River now sit on the silt that has built up and are slowly rotting and decaying. Ad hoc repairs to the boardwalk decking have occurred with the cost to repair increasing each year as more of the decking fails. Staff have undertaken an assessment of the boardwalk with advice from an engineer who has confirmed the pine treated beams and bearers supporting the boardwalk are in good condition.

Staff proposed a board that is made of sustainable recycled plastic. The synthetic product has a longer life than natural timber, is suitable in a marine environment, does not deteriorate with prolonged immersion in water and will result in less maintenance cost.

The electrical system and lights on the boardwalk have deteriorated due to the long-term immersion in water and this system will need to be replaced at the same time as the boards are replaced. The lighting system will have a water resistance capacity. The cost to resurface the boardwalk decking and replace the lighting system is \$493,600.

**Clrs Dawson/Sowman:**

**That Council approve funding of \$493,600 from the Forestry and Land Development Reserve in the 2025/26 financial year to resurface the Riverside Park boardwalk (with synthetic boards) and replace the existing lighting and cabling.**

**Carried**

**Cncl-0224-278      Levels of Service Increases: Community  
Facilities - Cost Increase to Open Spaces  
Contract      R510-021-01-**

Mr Lyall advised that the purpose of the report was to seek approval to increase the annual budget of the open space contract "Maintenance of Carpark Plots and Trees" by \$248,875 for the period of the contract (seven years) from 1 July 2024.

Staff reported that the contract for the "Maintenance of Carpark Plots and Trees" was recently tendered in the open market. The criteria for evaluating the tenders includes track record; methodology, resources, management and technical skills and price. Council received five tenders. The tender range was \$841,845 to \$1,588,655 annually. The preferred tenderer has the lowest price. The current contract price is \$592,970. The major difference in price range is primarily due to low availability of arborists for specialised tree work at heights and additional traffic management requirements (health and safety) since the tender last went to market. Staff are working with the preferred tenderer to see if they can identify any cost savings for Council that would not impact on current service levels.

At the meeting staff were asked to look into preparing a policy for roundabout plantings.

**The Mayor/Clr Croad:**

1. That Council approve a budget of \$248,875 per annum from rates to meet the increased cost of the Parks and Open Spaces Maintenance of Carpark Plots and Trees contract.
2. That staff report to the 10 June 2024 Council meeting on options for the maintenance of carpark plots and trees.
3. That the current Parks and Open Spaces Maintenance of Carpark Plots and Trees contract be continued in the interim.

**Carried**

**Cncl-0224-279 Levels of Service Increases: Council's District Administration Buildings – Detailed Seismic Assessment PN256722**

Members noted that the purpose of the report was to seek funding of \$80,000 to carry out a Detailed Seismic Assessment (DSA) of two of Council's administration buildings located in Seymour Street, Blenheim.

Mr Lyall reported that Council's district administration building (DAB) is made up of three separate buildings constructed between 1975-2005. The 1975 building has had a DSA completed and has a NBS rating of 70%. In mid-2023 an ISA was carried out on the 1995 and 2005 buildings. They were assessed at 50% and 60% of NBS respectively. Mr Lyall recommended that both buildings have a detailed seismic assessment (DSA) carried out on them to confirm their rating and the level of risk.

**Clrs Dawson/Croad:**

**That Council approve funding of \$80,000 from the Emergency Events Reserve in the 2024-25 financial year to complete detailed seismic assessments of Council's District Administration Buildings located in Seymour Street, Blenheim and constructed in 1995 and 2005.**

**Carried**

**Cncl-0224-280 Levels of Service Increases: Capital Expenditure Increase – Peninsula Road Stopbank Repair & Upgrade R710-03-002**

Mr White advised that the purpose of the report was to request Capital Expenditure (CapEx) budget of \$8.7m for the design, repair, and upgrade of Primary stopbanks LW05 and LW06, along and under Peninsula Road, Spring Creek.

Mr White reported that primary stopbanks LW05 & LW06 are two critical pieces of flood protection infrastructure that prevent deep-fast moving water from flooding the township of Spring Creek, SH1, and KiwiRail's Main North Line. In recent years, LW05 has become compromised in several locations due to internal instability following the 2016 Kaikōura earthquake, and erosion of its unprotected foundations during the July 2021 and August 2022 flood events. Where faults in these discrete locations have been revealed they have been repaired, however a picture is emerging that the stopbank is vulnerable along its entire length. Post-event analysis of the July 2021 flood event has also highlighted a need to increase the flood capacity safety margin of both LW05 and LW06 to ensure that the assets are able to function as intended and provide the level of service required of them during a future 1% AEP (1 in 100yr ARI) event.

Mr White, in summary, reported that action is required with some urgency to repair and upgrade sections of LW05 and LW06. Until the work is undertaken the stopbanks will remain at an elevated risk of failing before reaching their design limits, comprising the safety of Spring Creek township and key transport links during a flood event.

**Cirs Adams/Hope:**

**That Council approve Capital Expenditure budget of \$8.7M in the 2024-25 financial year for the design, repair, and upgrade of Primary stopbanks LW05 and LW06 and associated works, under and adjacent to Peninsula Road, Spring Creek.**

**Carried**

## **Cncl-0224-281 Levels of Service Increases: Dam Safety Compliance R450-002-T01**

Mr White advised that the purpose of the report was to request increased Operating Expenditure (OpEx) budget for the Taylor Dam, in order to meet legislative requirements brought in under the newly enacted Building (Dam Safety) Regulations 2022.

Mr White reported that the newly enacted Building (Dam Safety) Regulations 2022 require Dam Owners to fulfil a number of new compliance activities to ensure that High Potential Impact Dams like the Taylor Dam, are well operated, maintained, regularly monitored, and that potential risks of dam incidents and failures are reduced. The Taylor Dam is inadequately funded to meet these incoming compliance requirements, requiring a significant increase in its annual OpEx budget. Staff believe the compliance requirements will improve Council’s understanding of and response to the risk of dam failure.

**Cirs Adams/Innes:**

**That Council approve an increased Operating Expenditure budget of \$660,000 over the 2024-34 Long Term Plan period, spread as per the following table to meet the Dam safety compliance requirements for the Taylor Dam:**

Operational Expenditure (Summarised)	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
<b>Minor Maintenance</b>											
Consultancy	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
Insurance	\$20,208	\$19,544	\$19,544	\$19,544	\$19,544	\$19,544	\$19,544	\$19,544	\$19,544	\$19,544	\$19,544
Greenscape and minor works contracts	\$19,260	\$19,260	\$19,260	\$19,260	\$19,260	\$19,260	\$19,260	\$19,260	\$19,260	\$19,260	\$19,260
<b>Compliance with Building (Dam Safety) Regulations 2022</b>											
Potential Impact Classification (PIC) Assessment	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0
Intermediate Dam Safety Review	\$0	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$0	\$20,000	\$20,000	\$20,000	\$20,000
Comprehensive Dam Safety Review (CDSR)	\$0	\$65,000	\$0	\$0	\$0	\$0	\$65,000	\$0	\$0	\$0	\$0
Dam Safety Assurance Programme (DSAP)	\$0	\$110,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dam Safety Assurance Programme (DSAP) Audit	\$0	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Survey and monitoring	\$0	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>Total Budget</b>	<b>\$51,468</b>	<b>\$275,804</b>	<b>\$90,804</b>	<b>\$90,804</b>	<b>\$90,804</b>	<b>\$90,804</b>	<b>\$165,804</b>	<b>\$90,804</b>	<b>\$90,804</b>	<b>\$90,804</b>	<b>\$90,804</b>

**Carried**

## **Cncl-0224-282 Levels of Service Increases: Sediment Removal – Taylor and Ōpaoa Rivers R730-06-001, R730-08-001**

Members noted that the purpose of the report was to request increased Operating Expenditure (OpEx) budget for sediment removal out of the Taylor and Ōpaoa Rivers, between Alfred Street bridge and Marshall Place.

Mr White reported that the Taylor and Ōpaoa Rivers between Hutcheson Street Bridge and Marshall Place have aggraded an average of 1m since 2013. This will begin to affect Council’s ability to provide channel capacity for a 1% AEP (1 in 100yr ARI) flood event if allowed to continue beyond this next LTP period. The most appropriate course of action in the midterm is for Council to engage in sediment removal out of the Taylor and Ōpaoa Rivers during the 2024-25 and 2025-26 financial years followed by a period of monitoring to determine future sediment removal requirements and its frequency.

Mr White further recommended that efforts be made during the next LTP period to co-develop a comprehensive Taylor and Ōpaoa River management plan with Council’s Environmental Science and Parks & Open Spaces

teams, providing a longer-term sustainable approach to the problem through a combination of engineering and nature-based solutions.

**Cirs Adams/Dalliessi:**

**That Council approve an increased Operating Expenditure budget as set out in the following table for sediment removal out of the Taylor and Ōpaoa Rivers between Alfred Street bridge and Marshall Place.**

Operational Expenditure (Summarised)	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
<b>Minor Maintenance</b>											
Taylor below Burleigh – Operating Costs	\$65,487	\$66,335	\$66,335	\$66,335	\$66,335	\$66,335	\$66,335	\$66,335	\$66,335	\$66,335	\$66,335
Lower Ōpaoa – Operating Costs	\$117,787	\$117,394	\$117,394	\$117,394	\$117,394	\$117,394	\$117,394	\$117,394	\$117,394	\$117,394	\$117,394
<b>Taylor &amp; Lower Ōpaoa Dredging</b>											
Alfred Street to Marshall Place	\$0	\$150,000	\$650,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Budget</b>	<b>\$183,274</b>	<b>\$333,729</b>	<b>\$833,729</b>	<b>\$183,729</b>	<b>\$183,729</b>	<b>\$183,729</b>	<b>\$183,729</b>	<b>\$183,729</b>	<b>\$183,729</b>	<b>\$183,729</b>	<b>\$183,729</b>

**Carried**

**Cncl-0224-283 Levels of Service Increases: Kaimiko Stream, Ōkiwi Bay R750-16-001**

Mr White advised that the purpose of the report was to consider a budget for FY24-25 to fund gravel removal and erosion protection (including consenting), at the mouth of the Kaimiko Stream, Ōkiwi Bay.

Mr White reported that in recent years, Ōkiwi Bay residents have requested a higher level of service to protect several waterfront houses from coastal flooding, and gravel removal/erosion protection at the mouth of the Kaimiko Stream. Gravel extraction and erosion protection at the mouth of the Kaimiko, are the only activities consistent with the Rivers and Drainage Engineering Objectives; however, these are discretionary outside of built up Sounds Areas in terms of Council’s current levels of service. There is however no legal requirement to undertake such works and significant precedent issues would arise should such works be undertaken. The Sounds Watercourse OpEx budget is primarily focused on flood response and emergency works, across the whole Marlborough Sounds area, and, is insufficient to fund the proposed works without a single increased budget to cover the anticipated costs. The beneficiaries of this work are one or two properties only.

Members discussed whether there are other options for works on un-rated rivers. It was agreed that this issue is to be sent to the Long Term Plan Working Group for further discussion.

**Cirs Croad/Sowman:**

**That Council does not approve funding to remove gravel and provide erosion protection.**

**Carried**

**Cncl-0224-284 Levels of Service Increases: Waitohi Domain Truck Park – Port Marlborough Lease Exit PN527605#08**

Mr Coningham advised that the purpose of the report was to gain approval for budget to terminate the Port Marlborough lease of the Waitohi Domain Truck Park.

Mr Coningham reported that post the 2016 Kaikoura Earthquake, Council obtained partial funding from Government to construct a temporary truck park on Waitohi Domain. Post SH1 reopening, Council leased the land to Port Marlborough on a long-term lease to recover costs involved with the construction of the truck park. Due to increasing issues with trucks parking on the roads in Picton, Council now needs to terminate the existing lease of the truck park to Port Marlborough, who require compensation for the termination of the lease and lost income from subleases the Port has entered into. Once Council takes back the land, further investment is required to instal an ablutions block to cater to truck drivers who will use the truck park. Currently there are no ablutions available on the site. Income will be generated from trucks parking and drivers using the facilities. Based on early financial modelling it is expected a return on capital of 7.5% on the facility investment, before cost of funding, is achievable.



Staff reported that the Harbours and Coastal Science activities were combined to form the Nautical and Coastal Science activity. The merger of these two teams has provided Council with effective means to monitor and manage both navigational safety and the environment in Marlborough's coastal marine area (CMA). Marlborough's coastal marine area (CMA is approximately 725,00 hectares and 18,000km of coastline, equating to about 10% of New Zealand's coastline. Almost 40% of the Marlborough district falls within the CMA, with 90% of Marlborough's coastline located within the Marlborough Sounds. Council faces numerous challenges in the CMA with increasing pressures in navigational safety, increase in both industry and recreational boat traffic, environmental stressors, land use practices and climate change. Council's Nautical and Coastal Science team give effect to the Maritime Transport Act 1994, Local Government Act 2002, Resource Management Act 1991, New Zealand Coastal Policy Statement 2010 and the proposed Marlborough Environment Plan.

Members noted that the report outlined Nautical and Coastal Science budget increase requests, including a detailed breakdown of the work focus and justifications for budget increases in the following areas: Nautical & Coastal Central Budget, Harbour Operations, Aids to Navigation, Climate Change Resilience, Coastal Water Quality, Intertidal Monitoring, Ecologically Significant Marine Sites and Ship Wake Monitoring.

A change to the allocation of \$12,000 (from existing levels of service to additional levels of service) in the 2024/25 financial year was noted and is reflected in the resolution below.

**Cirs Innes/Faults:**

1. That Council approves operating budget increases to meet existing levels of service of \$151,000 in the 2024/25 financial year and \$23,000 in the 2025/26 financial year, as per the following table:

	2024/25	2025/26
<b>Nautical &amp; Coastal – Central</b>	<b>\$79,000</b>	
<b>Harbours</b>	<b>Nil</b>	
<b>Coastal Science</b>	<b>\$72,000</b>	<b>\$23,000</b>
<b>Total</b>	<b>\$151,000</b>	<b>\$23,000</b>

2. That Council approves operating budget increases for additional levels of service of \$67,000 in the 2024/25 financial year, \$118,000 in the 2025/26 financial year, \$175,000 in the 2026/27 financial year, \$245,000 in the 2027/28 financial year and \$30,000 in the 2028/29 financial year, as per the following table:

	2024/25	2025/26	2026/27	2027/28	2028/29
<b>Nautical &amp; Coastal – Central</b>		<b>\$53,000</b>	<b>\$23,000</b>		
<b>Harbours</b>	<b>\$17,000</b>	<b>\$35,000</b>	<b>\$47,000</b>	<b>\$155,000</b>	<b>\$30,000</b>
<b>Coastal Science</b>	<b>\$50,000</b>	<b>\$30,000</b>	<b>\$105,000</b>	<b>\$90,000</b>	
<b>Total</b>	<b>\$67,000</b>	<b>\$118,000</b>	<b>\$175,000</b>	<b>\$245,000</b>	<b>\$30,000</b>

3. That Council approves a Capital budget increase of \$75,000 in the 2024/25 financial year for Harbours to design, commission and build a suitable system for monitoring ships wake.

**Carried**

**Cncl-0224-288      Levels of Service Increases: Funding Landslide Risk Assessment for the Marlborough Sounds**  
**E385-002-002**

Mr Johnson advised that the purpose of the report was to consider a funding provision for undertaking a landslide risk assessment for the Marlborough Sounds.

Mr Johnson reported that the Resource Management Act places responsibility on Council for managing natural hazards and determining options for mitigation. The July 2021 and August 2022 storm events severely impacted the Sounds environment causing extensive landslips. As an outcome of reporting on these events, landslip mapping and assessments alongside additional research and hazards risk analysis has been recommended as the next step in refining the council understanding of the potential risks. The risk assessment process would involve fine scale mapping of relict landslips and geomorphology mapping, followed by a vulnerability risk assessment. The outputs from the projects will better inform the community and Council of landslip hazards in the Sounds and enable better planning for the future. The cost of the

investigation is expected to be \$365,000 spread over three (3) years and will be funded by the Better Off Funding programme.

**Cllrs Adams/Fauls:**

**That Council agree to the budget of \$150,000 for the 2024/25 financial year, \$130,000 for the 2025/26 financial year and \$85,000 for the 2026/27 financial year to complete a landslide risk assessment for the Marlborough Sounds, to be funded with Better Off Funding.**

**Carried**

**Cncl-0224-289      Levels of Service Increases: Consumer Spend  
Data Subscription      E100-002-008-01**

Mr Henry advised that the purpose of the report was to request a permanent budget allocation to fund an annual subscription to electronic card spend data for Marlborough (\$31,000 in 2024/2025 for Marketview).

Mr Henry reported that Marketview is a service that presents consumer spending data (via electronic card transactions) to subscribers. It can provide data at region level, and at sub-regional geographies. Marlborough subscribed to Marketview in 2021 and 2022 calendar years funded by the COVID-19 'TEAM' Group to better understand the impact of lockdowns on retail and hospitality businesses in Marlborough. In 2023 and 2024 calendar years, Council has allocated carry forward funding to subscribe to Marketview. Members noted that a permanent budget is not available to fund this subscription.

Consumer spend data is a key measure of visitor and consumer spend as most people use electronic cards (EFTPOS, credit cards) every day. It is a good measure of the impact of tourism and events as it covers accommodation, hospitality and retail spend. Limited data is available from national sources, such as monthly spend at a region or district level, but not daily or weekly spend at sub-regional level where it is most useful. The data is used by Council to help assess the economic impact of events that have taken place in Marlborough. This data is useful for both post-event reporting, and for considering funding for events that have taken place where the previous impact can be measured. Destination Marlborough has a login to the Marketview data and have regularly used the reporting to measure visitor spend in Marlborough and sub-regions. For example, the data indicates the spend in Picton and elsewhere on cruise ship visit days compared to days when they do not visit.

**Cllrs Flight/Dalliessi:**

**That Council approves a permanent budget allocation to fund an annual subscription for electronic card spend data for Marlborough (\$31,000 in the 2024/2025 financial year for Marketview).**

**Carried**

**Cncl-0224-290      Levels of Service Increases: Marlborough  
Research Centre      E100-011-01**

Mr Henry advised that the purpose of the report was to consider changes to the levels of service for Marlborough Research Centre (MRC) by exploring options for reduced funding and to consider a reallocation of that funding to Council's Environmental Science research budget.

Staff reported that the MRC was established in 1984 to support the need for locally based scientific research to grow the regional economy; with the financial support of the various Councils of the time within Marlborough. MRC received an annual grant of \$110,000 which was increased to \$250,000 (CPI adjusted) in 2018; by 2023/24 the grant totalled \$305,654. MRC allocates the grant funding provided by Council annually (alongside other funding). The funding is allocated to a range of organisations that undertake primary research related to Marlborough. Council does not currently seek alignment with Council research priorities related to primary industries.

The funding provided by Council for primary research does not directly support the operation of MRC as they reallocate this funding to external partners to undertake primary research for the betterment of the region. Therefore, any changes to the level of funding provided for this purpose, or to the type of projects supported would not directly affect the financial viability of MRC itself. However, changes could impact on the operations of some of the tenants at the campus that receive any research funding, such as Plant and Food Research. MRC presented an evaluation it had undertaken of its economic benefit to Marlborough at the Economic,





## **Cncl-0224-292 Levels of Service Increases: Council Heritage Resources and Funding**

**A200-000-01**

Mr Heiford advised that the purpose of the report was to outline the heritage services being provided by Council and to request a budget increase for these services.

Staff reported that the Marlborough Museum (Museum) and Edwin Fox Ship and Visitor Centre (Edwin Fox) are currently operating within the grant that Council previously gave to the Marlborough Heritage Trust. The grant is sufficient for both the Museum and Edwin Fox to keep operating the core services. However, an increase will be needed if the Museum is to fulfil its aim for visitors to have an excellent experience and make Marlborough heritage more accessible to the public. The uncertainty around the ownership of the Museum building means that budget estimates do not include any maintenance obligations or other costs that the Marlborough Historical Society may wish to pass onto Council. An increase in the Edwin Fox budget is required as the Visitor centre needs some maintenance. The Museum's and Edwin Fox's IT systems need upgrading to enable connection to the Council IT systems and also their websites and branding need refreshing.

### **Cirs Croad/Rosene:**

- 1. That Council fund an extra \$20,000 per annum from rates in the 2024-34 Long Term Plan (LTP) to enable the Edwin Fox Visitor Centre to meet the levels of service and progress the projects outlined in the report.**
- 2. That Council fund an extra \$40,000 per annum from rates in the LTP to enable the Marlborough Museum to meet the levels of service and progress the projects outlined in the report.**
- 3. That Council agree to fund a capital cost of \$118,000 from rates in the 2024/25 financial year for the upgrade of the Museum's and Edwin Fox's IT systems to enable connection to the Council IT systems.**
- 4. That Council agree to fund \$18,000 from rates in the 2024/25 financial year for the refreshing of the Museum's and Edwin Fox's website and branding.**

### **Carried**

## **Cncl-0224-293 Levels of Service Increases: Arts Culture and Creativity Strategy / Implementation**

**A200-0000-01**

Mr Heiford advised that the purpose of the report was to provide Council with the Arts Culture and Creativity Strategy 2024 and implementation plan for Marlborough. Members noted that a revised strategy had been received prior to the meeting.

Staff reported that during 2023, engagement and extensive consultation with key stakeholders was undertaken. This gathering of data and input provided the framework for the Arts, Culture and Creativity Strategy which has been developed with the six pathways outlined below. The strategy is for a ten-year period, with a review after the first three to 5 years depending on progress. Iwi engagement has been undertaken with an Iwi Advisory Panel (led by Dr Peter Meihana), established to help guide the strategy development. The implementation plan is based around projects and further research, investigation and collaborations that will rely on partnership and co-funding as Council cannot provide all the outcomes set out in the strategy and implementation plan. Effective measures and performance indicators will need to be developed.

Costs associated with the implementation plan are presented based on costs relating to the three stages of the strategy with Stage 1 totalling \$59,000, Stage 2 totalling \$157,000, and Stage 3 totalling \$277,000; being \$493,000 in total. The staging is not based around years, the implementation will be spread across 3 to 5 years depending on progress, funding and development of the key items in the plan. As stages 1 and 2 may take some time to develop and be spread over multiple years the budget proposed was year 1 \$50,000 (and may be spread across 2 years), year 2 \$75,000 and year 3 \$75,000.

Further discussion on the Te Reo components of the Strategy was suggested at the meeting.

**The Mayor/Clr Faults:**

1. That Council fund from rates the implementation budget for Year 1 \$50,000 / Year 2 \$75,000 / Year 3 \$75,000 noting that the first two stages of the plan may be spread over 4 years.
2. That the implementation plan progress be reviewed with funding to be considered as part of the 2027-37 Long Term Plan budget.

**Carried**

**Cncl-0224-294 Levels of Service Increases: Marlborough  
Public Art Gallery Funding A200-003-13**

Mr Heiford advised that the purpose of the report was to review and approve increased Council funding for the Marlborough Public Art Gallery.

Mr Heiford reported that the Millennium Public Art Gallery (MPAG) has been operated by the MPAG Trust (MPAGT) in their new building since 30 June 2023. The gallery is funded via operating grants from Council, donations and the proceeds from fundraising events. It is also heavily reliant on volunteers to operate. Council increased the operating grant to the MPAG as part of the 2023 annual plan. The MPAG have increased operating costs on the new facility due to the increase in footprint occupied by the gallery and the modern climate control systems required to maintain the art works on public display and in storage. The gallery has specialist requirements for the management and maintenance of art works.

**Clrs Adams/Hope:**

1. That Council approve the funding of Millennium Public Art Gallery staffing increase by an extra \$30,000 per annum from the 2024/25 financial year.
2. That Council agree to fund the storage, maintenance and conservation of the Marlborough Collection (subject to a separate contract for service being negotiated) and funded up to \$25,000 per annum.
3. That Council agree that all operating funding be CPI adjusted on an annual basis if CPI adjustments are reinstated.

**Carried**

ATTENDANCE: The meeting adjourned at 4.08 pm and reconvened at 4.30 pm.

**Cncl-0224-295 Fees & Charges: Cemeteries R510-001-000-01**

Mr Smail advised that the purpose of the report was to consider an increase in cemetery fees to recover a greater proportion of total operating costs.

Staff reported that Council has statutory obligations to operate and maintain public cemeteries in Marlborough under the Burial and Cremation Act 1964. The day-to-day maintenance and responsibility for burials and interments is managed through cemetery and open space maintenance contracts. At present Council has a policy of a 50/50 ratepayer funded/user pays share for cemetery related operating costs; this being approved by Council after considering fees from other councils, a public consultation, hearing and decision-making process in 2019. Up until this the proportion had been around 70% ratepayer funded/30% user pays.

**Clrs Croad/Dalliessi:**

1. That Council agree to consult through the 2024-34 Long Term Plan process on changing the proportion of cemetery costs to 30% funded by ratepayers and 70% funded by users; and
2. That Council agree to transition to the proposed proportions over a three year period if the above resolution is adopted at the deliberation meeting in June 2024.

**Carried**

## Cncl-0224-296 Fees & Charges: Parking Fees

R800-002-01

Mr Lyall advised that the purpose of the report was to propose changes to Blenheim's Central Business District (CBD) parking fees and time limits to distribute parking more evenly across the CBD. It was proposed to leave Picton's CBD parking areas and fees unchanged.

Mr Lyall reported that parking in Blenheim's CBD is showing high occupancy levels in central off-street carparks (82%) and consistently low levels in the off-street parking on the CBD edges (18%). This proposal will free up spaces in the core of the CBD for retail and business activity and incentivise cheaper options for all day parking on the edges of the CBD. The outer carparks are a distance of approximately 300 metres from the core of the CBD. Scenario modelling using current meter activations and revenue data has been undertaken. The scenarios, which use assumptions based on parking behaviour, show that the proposed time limits and fee structure will produce sufficient revenue to break-even. An allowance has also been included for the enforcement contract increases which is currently being prepared for tender by NZTA.

Staff are to provide elected members with more information on lease holders.

### Cllrs Croad/Flight:

That Council approve the proposed fee changes and time limit changes for off-street and on-street parking in Blenheim's CBD for consultation in the 2024-34 Long Term Plan process:

- (a) Blenheim on-street (kerbside) parking fee to increase from \$1.80 per hour to \$2.00 per hour (first hour free to still apply); High, Wynen and Queen Street off-street carparks be time limited to 4 hour parking and the fee increased to \$2.00 per hour from \$1.20 per hour (first hour free to still apply).
- (b) Clubs of Marlborough, Kinross and Alfred Street Parking Building off-street carparks become all day carparks and the fee increased to \$1.50 per hour and \$6.00 per day (first hour free to still apply).
- (c) Railway Station and Scott Street off-street carparks remain as all day car parks and the fee reduced to \$1 per hour from \$1.20 per hour and \$4.00 per day from \$4.80 per day (first hour free to still apply).

### Carried

## Cncl-0224-297 Fees & Charges: Dog Control Fees Review for the 2024/2025 Registration Year

E305-001-001

Ms Ferguson advised that the purpose of the report was to review the current dog control fees for the 2024/2025 registration year.

Staff reported that the current dog registration fees were last increased in 2022; prior to that the last increase was 2018. The current dog fees have been reviewed and it is recommended to increase the dog registrations as per the proposed fee schedule. An increase of CPI 4.7% for registration fees 2024/25 year in line with the Consumers Price Index (CPI) December Annual CPI figure reported by Statistics NZ. With the proposed dog registration fee increase the revenue is forecast to maintain Council's approved 80/20, fees recovery and rates funding split. This aligns with Council's Revenue and Financing Policy.

### Cllrs Hope/Fauls:

That Council adopts by resolution the proposed changes to the below fees schedule for dog registration commencing 1 July 2024 for the 2024/2025 registration year:

Fee Category (All fees and charges are GST inclusive)	Current Fees 2023/24	Proposed Fees 2024/25
(Category 1)	\$62	\$65
(Category 2)	\$92	\$96
<i>Working Dog</i>	\$22	\$23
<i>10 + working dogs (for each extra dog)</i>	\$11	\$12
<i>Guide, Hearing, Police and Council approved Companion Dogs</i>	No fee	No fee
<i>Old Dog</i>	\$46	\$48
<i>Dangerous Dog</i>	\$138	\$144
<i>Replacement Tag (if lost or damaged)</i>	\$5	\$5

<b>Fee Category</b> (All fees and charges are GST inclusive)	<b>Current Fees</b> 2023/24	<b>Proposed Fees</b> 2024/25
<b>Multiple Dog Licence</b> (2 or more dogs in non-rural areas)	\$75	\$79
<b>Seizure fee</b>	\$100	\$100
<b>Pound Fee – first impounding registered.</b>	\$75	\$75
<b>– first impounding unregistered</b>	\$100	\$100
<b>Pound Fee - second impounding</b>	\$150	\$150
<b>Pound Fee - third impounding and subsequent impounding</b>	\$200	\$200
<b>Pound - Daily Sustenance &amp; Care (to cover food, exercise, cleaning the pound etc.)</b>	\$15	\$15
<b>Pound - Surrender fee</b>	\$100	\$100
<b>Microchipping fee</b>	\$25	\$25

Carried

## **Cncl-0224-298 Fees & Charges: Proposed Fee Structure for Dam Safety Programme**

**R450-002-T01**

Ms Ferguson advised that the purpose of the report was to introduce a new fee structure within the Building Control Group's Fees and Charges Policy to recover the administration costs relating to managing its functions under the Building (Dam Safety) Regulations 2022.

Staff reported that Council has obligations to meet in response to the Building (Dam Safety) Regulations 2022 which will come into force on 13 May 2024. All classifiable dams will be subject to post-construction dam safety requirements which will be administered by the Building Control Group. Processes, procedures, and digital infrastructure are required to enable the successful administration of these Regulations. It was proposed that the fees to administer the regulations be passed onto the owners of classifiable dams and that the proposed fee structure will provide the classifiable dam owners with some certainty regarding the compliance costs in relation to meeting their obligations of the regulations.

**The Mayor/Clr Hope:**

**That Council approve consultation under Section 83 of the Local Government Act 2002 for the fee structure proposed below to introduce the new fee schedule for recovering charges associated with dam safety programme activities effective from 1 July 2024:**

<b>Dam Safety Programme Charges</b>	
<b>Fees and Charges</b>	<b>Fee Breakdown</b>
<b>Dam Classification Certificate (Form 1) Fee</b>	<b>\$559.00</b>
<b>Dam Safety Assurance Programme (Form 2) Fee</b>	<b>\$738.00</b>
<b>Annual Dam Compliance Certificate (Form 3) Fee</b>	<b>\$470.00</b>
<b>Refusal Fee</b> <i>For Form 1, Form 2 or Form 3</i>	<b>\$201.00</b>
<b>Officer Charge Out Rate (as applicable)</b> <i>For work not covered by the flat fee schedule (per hour).</i>	<b>\$179/Hour</b> (Minimum of 1 hour charged out as 0.5 increments of hourly rate thereafter.)
<b>Specialist Advice - Consultants Review Fees (as applicable)</b>	<b>Consultant's fees, plus 15% (service charge).</b>
<b>Inspections and Travel Costs (as applicable)</b>	<b>Additional Inspection Fees, plus Travel Zone Charges as per Fee Schedule</b>

Carried

NB: Clr Adams declared an interest in the above and did not participate in discussion nor vote on the issue.

## **Cncl-0224-299 Fees & Charges: Revision of Building Control Fees 2024-2025**

**R450-002-B01**

Ms Ferguson advised that the purpose of the report was to review the fees and charges for Building Control functions and consider an increase and change to the existing "Flat" fees schedule for the 2024/2025 year.

Staff reported that the fees were last increased in July 2023. The current fees have been reviewed and it was recommended that there is a 4.7% increase to the Building Control group fees and charges for the 2024/2025 financial year in accordance with the Consumers Price Index (CPI) annual change in December 2023; also introducing new officer charge-out rate for pre-application meetings/discussion for Certificate of Acceptance applications, new value band in 'Band A' works for projects having a value between \$10,000,000 and \$14,999,999, and changes to the Band F, Zone 1 fees for project value of less than \$7500 with revised fees that address inconsistencies with fees assessment.

**Cirs Hope/Dalliessi:**

**That Council adopt Option A (4.7% Fee increase, and 4.7% increase to general rates for swimming pool inspections) and additional fee categories (new officer charge-out rate for pre-application meetings/discussion for Certificate of Acceptance applications; a new value band in 'Band A' works for projects having a value between \$10,000,000 and \$14,999,999; and changes to the Band F, Zone 1 fees for project value of less than \$7500 with revised fees that address inconsistencies with fees assessment) to the existing fee schedule for charges associated with Building Control activities effective from 1 July 2024.**

**Carried**

## **Cncl-0224-300 Fees & Charges: Annual Review of Resource Consent Fees – Resource Management Act 1991**

**R450-002-R02**

Ms Ferguson advised that the purpose of the report was to review the fees and charges under the Resource Management Act 1991 (the Act) and consider a proposed increase to the existing fee schedule for charges.

Staff reported that the fees were last increased in July 2023. The current fees have been reviewed and it was recommended that there is 4.7% increase to the Resource Consent charges for the 2024/2025 financial year in line with the Consumers Price Index (CPI) December Annual CPI figure reported by Statistics NZ.

**Cirs Hope/S Arbuckle:**

**That Council adopt Option A (4.7% Fee increase) to the existing fee schedule for charges associated with consent processing activities under Resource Management Act 1991 (RMA) effective from 1 July 2024.**

**Carried**

## **Cncl-0224-301 Fees & Charges: Proposed Environmental Health Fees 2024/2025**

**E350-004-009-02**

Ms Ferguson advised that the purpose of the report was to review the fees and charges under the Food Act 2014 and Health Act 1956 and a proposed schedule of fees and charges for consideration.

Staff reported that Council can set fees under the Food Act 2014 through the special consultative procedure and for Health Act 1956 function by resolution. Fees under the Sale and Supply of Alcohol Act 2012 are fixed fees set by Regulation. These cannot be altered unless done under the development of a Bylaw by Council or a change in the Regulation by parliament. A review of the current fees and the costs of undertaking the required activities was undertaken and it was recommended that there is 4.7% increase to the Environmental Health Fees for the 2024/2025 financial year in line with the Consumers Price Index (CPI) December Annual CPI figure reported by Statistics NZ.

**Cllrs Flight/Minehan:**

**That Council adopt Option A (4.7% Fee increase) to the existing fee schedule for charges associated with Environmental Health Fees effective from 1 July 2024.**

**Carried**

**Cncl-0224-302 Fees & Charges: Annual Review Resource Consent & Permitted Activity Monitoring Fees & Charges - Resource Management Act 1991 2024-2025** **E360-005-007-01**

Ms Ferguson advised that the purpose of the report was to review the for Monitoring activities under the Resource Management Act 1991 (the RMA) and consider an increase to the existing fees schedule for the 2024/2025 year.

Staff reported that the fees were last increased in July 2023. The current fees have been reviewed and it was recommended that there is a 4.7% increase to the RMA Monitoring charges for the 2024/2025 financial year, except for the Monitoring Administration fees which was proposed to not increase.

**Cllrs S Arbuckle/Croad:**

**That Council adopt Option A (4.7% Fee increase) to the existing fee schedule for charges associated with RMA monitoring activities effective from 1 July 2024.**

**Carried**

**Cncl-0224-303 Fees & Charges: Proposed Amendments to Geographic Information System Fees and Charges** **I100-003-001-005**

Ms Young advised that the purpose of the report was to introduce a new fee schedule for Geographic Information System (GIS) consultancy advice, contract work and printing services.

Ms Young reported that a review of the current *GIS Output Map Fees* has been carried out and a new fee schedule was proposed.

**Cllrs Hope/Minehan:**

**That Council agrees that the current *GIS Output Map Fees* schedule is replaced with a new *GIS Fees and Charges* schedule as follows:**

<b>GIS Services Provided</b>	<b>Proposed Fees (incl. GST)</b>	<b>National average (based on data from 25 Councils across NZ)</b>
Miscellaneous consultancy hourly rate (15+ mins)	\$149.50	\$110
A4	\$5.75	\$5
A3	\$11.50	\$8
A2	\$17.25	\$18
A1	\$23.00	\$27
A0	\$34.50	\$38

**Carried**

## Cncl-0224-304 Fees & Charges: Proposed Amendments to Land Information Memorandum Fees as per Section 44A of the Local Government Official Information and Meetings Act 1987 1100-005-002-03

Ms Young advised that the purpose of the report was to increase the existing fee for Land Information Memorandums (LIM).

Ms Young reported that a review of LIM fees has been carried out and proposed a fee increase to Residential and Commercial/Rural/Industrial. This increase reflects the inflationary pressures seen across Council and ensures the LIM activity is funded completely by these fees.

**Cirs Minehan/S Arbuckle:**

**That Council agrees to a proposed fee increase and a new charge:**

1. That LIM fees are increased from \$386.40 to \$425.04 Residential and Commercial/Rural/Industrial from 668.40 to \$735.24.
2. That a new charge of \$132 per hour will be incurred for a LIM request that is cancelled part way through processing.

Carried

## Cncl-0224-305 Staffing Requirements and Accommodation H500-000-07

Mr Wheeler advised that the purpose of the report was to provide a brief overview of Council's staffing requirements to meet existing and proposed levels of service.

Mr Wheeler reported that the additional roles proposed for 2024/25 which are not already funded are:

2024/25			
Department		+ FTE's	Funding Comment
Assets and Services	3 Waters		
	<ul style="list-style-type: none"> <li>• Picton Water Metering to reduce consumption</li> </ul>	x 2	Capitalise
	<ul style="list-style-type: none"> <li>• Drinking water treatment Project Engineer to assist with achieving statutory requirements</li> </ul>	x 1	Capitalise
	<ul style="list-style-type: none"> <li>• Backflow/Tradewaste Officer. Additionally this position will assist the management of senior staff retirements in 2025</li> </ul>	x1	Rates
	Rivers and Drainage	1.5	Better Off Funding
	<ul style="list-style-type: none"> <li>• Wairau Scheme review</li> <li>• To support operational requirements and enable CAPEX project delivery</li> </ul>		
Regulatory & Environment	Nautical and Coastal	0.5	Rates
	<ul style="list-style-type: none"> <li>• Provide improved navigation safety response and maintenance in order to meet the required 24/7 nature of the activity and replace retiring casual staff</li> </ul>		
Support Services Library	Replace 1 of terminating 2.5 fixed term positions with a general role focussed on Library Security and Building Management whilst providing operational support across several other functions.	1	Rates

The estimated salary and overhead cost for these positions was \$762,500 per annum. Given recruitment timeframes a 6-month 2024/25 budget of \$381,250 was proposed. This budget will be split between Capex (\$175k 24/25 & \$350k 25/26 +) and Opex (\$206k 24/25 & \$413k 25/26 +). There is a consistent level of vacancies and for some roles and increasing recruitment time due to the shortage of and demand for skilled



personnel nationwide. It was proposed that a reduction in budget of \$400k per annum be provided to accurately reflect the consistent underspend of salary budgets.

Mr Wheeler further reported that Council has sufficient land to the north of the building (freed up by the demolition of the old Millenium Gallery) and to the eastern rear of the building to extend. Extension planning should consider medium to longer term growth but also whether the current facilities for meeting rooms, storage, staff and Councillor amenities and the public interface are optimal. A clearer vision of staff needs and a good architect who can advise on modern office concepts as well as construction design are required to undertake initial concept work. A budget of \$100,000 was proposed for concept design work in 2025/26. No capital budget is proposed until this concept work has been done.

**Cirs Croad/Sowman:**

1. **That the Opex budget be increased for salaries and overheads for 2024-2025 of \$206,500 and following years of \$413,000 to fund the additional staff proposed in this report.**
2. **That the Capex budget be increased for salaries and overheads for 2024-25 of \$175,000 and following years of \$350,000 to fund additional staff required for Three Waters projects.**
3. **That the operating salaries and overheads budgets be decreased by \$400,000 per year to allow for unfilled vacancies throughout the year and reflecting the increasing recruitment timeframe.**
4. **That a budget of \$100,000 be provided in 2025/26 for concept design work for a possible extension of the Administration building from Forestry and Land Development Reserve.**

**Carried**

## **Cncl-0224-306      Development Contributions Policy      F230-L24-06**

Mr Blake advised that the purpose of the report was to review Council's Development Contributions Policy and resulting charges.

**The Mayor/Cir Rosene:**

**That Council approve the Development Contributions Policy for consultation at the same time as the Long Term Plan.**

**Carried**

## **Cncl-0224-307      Exemption of Council Controlled Organisations      S400-001-03**

Mr Fletcher advised that the purpose of the report was to obtain Council's agreement to exempt Marlborough Housing for the Elderly Trust from being a Council-Controlled Organisation in accordance with the provisions of section 7 Local Government Act 2002.

**Cirs Hope/Adams:**

**That Council, in accordance with Section 7 of the Local Government Act 2002, exempt the Marlborough Housing for the Elderly Trust from being a Council Controlled Organisation.**

**Carried**

NB: Cirs J Arbuckle and Croad both declared an interest in the above and did not participate in discussion nor vote on the issue.

## **Cncl-0224-308      Confirmation of Minutes      -**

**The Mayor/Cir Croad:**

**That the Minutes of the Council Meeting held on 14 December 2023 (Minute Nos. Cncl-1223-204 to Cncl-1223-215) be taken as read and confirmed.**

**Carried**

## Committee Reports

### Cncl-0224-309 Assets & Services Committee -

Clrs Dawson/Rosene:

That the Committee report contained within Minute Nos. A&S-0124-216 to A&S-0124-226 be received and the recommendations adopted.

Carried

### Cncl-0224-310 Environment & Planning Committee -

Clrs Hope/S Arbuckle:

That the Committee report contained within Minute Nos. E&P-0224-227 to E&P-0224-243 be received and the recommendations adopted.

Carried

### Cncl-0224-311 Economic, Finance & Community Committee -

Clrs Croad/Adams:

That the Committee report contained within Minute Nos. EFC-0224-244 to EFC-0224-257 be received and the recommendations adopted.

Carried

Mr Blake advised that following the decisions made at the meeting the provisional rates increase was approximately 12.65%.

### Cncl-0224-312 Decision to Conduct Business with the Public Excluded -

The Mayor/Clr Hope:

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

- Confirmation of Public Excluded Minutes
- Committee Reports (Public Excluded Sections)

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
Minutes and Committee Reports	As set out in the Minutes	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 5.41 pm.

Confirmed this 10<sup>th</sup> day of April 2024

N P TAYLOR  
**MAYOR**

Record No. 2481962