

**Report and Minutes of a Meeting of the
ASSETS & SERVICES COMMITTEE**
held in the Council Chambers, District Administration Building, Seymour Street,
Blenheim on TUESDAY, 11 FEBRUARY 2014 commencing at 9.00 am

Present

Councillors T S Sloan (Chairman), G I T Evans, J L Andrews, J P Bagge, B G Dawson, T E Hook
J C Leggett, Mayor A T Sowman.

Also Present

Cllrs J A Arbuckle, G S Barsanti, C J Brooks, P J S Jerram, D D Oddie, L M Shenfield.

In Attendance

Mr M S Wheeler (Manager – Assets and Services Department), Mr D A Craig (Finance and Information
Supervisor), Mr A R Besley (Chief Executive) and Ms J R North, Support Services Administrator.

Apologies

Cllrs Sloan/Hook:

An apology for absence from Mr R Hunter (iwi representative) was received and sustained.

Carried

P.13/14.230 Financial Report for Period Ended 31 December 2013

F045-07

The Finance and Information Supervisor, David Craig presented the financial report for the Assets & Services Department for the six month period ended 31 December 2013. Where possible, accrual entries had been completed to account for December revenues and expenditures in that month.

The report also included end of year forecast values, which reflected the expected position at 30 June 2014. The forecast values will continue to be reviewed as the year progresses.

For the reporting period, Departmental revenues were favourable to budget by \$1,283,399 and operating expenditures were favourable to budget by \$674,025.

Total budgeted capital expenditure for 2013/14, including carryovers was \$34.5M with year to date actual expenditure of \$12.9M (38%). The most significant costs incurred to date are for Blenheim/Riverlands Industrial sewer treatment upgrade (estuary discharge and wetland development) \$6.3M and roading additions and renewals \$2.6M and vested assets from Council's Boulevard Park on Taylor development \$2.1M.

Activity for the month of December was summarised in Mr Craig's report.

The forecast end of year operating surplus is \$126,255 more than budgeted, through a combination of increased revenue (\$387,564) offset by increased operating costs (\$261,309).

It was noted that emergency reinstatement costs are a significant contributor to increased expenditures and these additional costs will be funded from subsidy revenue and disaster recovery reserves. Healthy depreciation and interest savings are forecast in the sewer and water activities as a result of reduced capital expenditure in the preceding financial year.

Information on the major reasons for variations within the various departmental activities was summarised in Mr Craig's report.

Clrs Bagge/Leggett:

That the financial report for the period ended 31 December 2013 be received.

Carried

P.13/14.231 Total Mobility Scheme and Driving Miss Daisy Franchise R800-003-004-01

David Craig reported that Council had received an application from Driving Miss Daisy Marlborough to become an approved transport provider for the Marlborough Total Mobility Scheme.

A letter in support of the application has also been received from the Retirement Villages Association of New Zealand, whose members are appreciative of the additional companion services provided by Driving Miss Daisy operators.

The Total Mobility Scheme (TMS) is a national scheme that assists people with impairments to enhance their community participation by accessing appropriate transport. The scheme offers eligible participants a 50% discount on standard taxi fares through a voucher redemption system. The scheme also provides funding assistance to approved transport providers for the purchase and installation of wheelchair hoists in taxi vans.

A financial assistance rate (FAR) of 60% is received from NZ Transport Agency (NZTA) for costs incurred by Council.

Mr Craig advised that total mobility services have historically been provided by taxis. In 2005, following a scheme review the Ministry of Transport concluded that this was not necessarily the optimal set-up and that potential existed for other types of transport operators to participate in the scheme. However, care was necessary so that the provision of 24 hour/7 day services and wheelchair hoists were not compromised.

Driving Miss Daisy franchise is a small owner operator business and currently has only one car operating within the Marlborough franchise territory.

Councillors were very supportive of Driving Miss Daisy franchise acknowledging the benefits of having another provider.

Clrs Andrews/Hook:

- 1. That the application from Driving Miss Daisy Marlborough to become an approved transport provider for the Marlborough Total Mobility Scheme be approved.**
- 2. That this approval is subject to a maximum of two vehicles operating under the franchise.**

Carried

ATTENDANCE: Frank Porter, Steve Murrin and Andrew James of Marlborough Roads.

P.13/14.232 Port Underwood Road – Application to Cart Logs (NZ Forestland Limited) R800-003-04 R800-006-13

The Manager, Assets & Services presented a report on New Zealand Forestland Limited's (NZF) application for approval to continue current levels of log truck road cartage limited to 10 laden (outward) truck movements per day in total on local roads from Port Underwood to Picton (in Tumbledown Bay, Port Underwood Road, Waikawa Road, Dublin Street) in a managed way.

The company has purchased the Whataroa Forest which has 600 ha of forest producing 360,000 tonnes of logs which have reached maturity. They in turn have sold the cutting rights (for 10 years) to Aubade NZ Limited who have an Indian-based parent company involved in forestry internationally.

Community groups, residents and the forestry industry have worked closely with Council over the last decade to manage log cartage by road to mitigate safety, noise, vibration and road damage concerns. A voluntary accord was negotiated with the forest industry in 2004 and it was broadly agreed that export logs should be barged; and logs to be processed in Marlborough or Nelson could use roads subject to controls on wet weather use, adverse road conditions, safety, speeds, use of exhaust brakes and noise mitigation at night.

However, Whataroa Forest is subject to a Marlborough County Council planning decision that "County roads are not to be used for vehicles associated with log extraction without the permission of Council."

NZF has proposed conditions and a monitoring plan to address community concerns. Consultation has occurred and submissions made. Safety is a major concern to submitters.

It was suggested by the Manager, Assets & Services that if the Committee considered there was merit in negotiating an agreement with NZ Forestland/Aubade to restrict the time on the roads of the earliest inward truck movement, measured at Waikawa School, to be 6.30 am with a commensurate extension to 7.30 pm for last truck out.

A number of councillors recommended declining the application to cart the logs citing the disapproval of affected residents and the effect on tourism, in particular Picton as a tourist destination.

A number of councillors spoke in support of the issue going to a sub-committee for discussion of potential options.

A recommendation to decline the application was carried on a show of hands; 4/3. A similar application in 2012 was declined and it was felt that with the application being declined a second time NZF should be given a strong view of what Council's stance is.

Cllrs Hook/Bagge:

That the application to cart logs in Tumbledown Bay, Port Underwood Road, Waikawa Road and Dublin Street be declined.

Carried

P.13/14.233 Hodder Bridge - Posting

R800-001-01

Frank Porter of Marlborough Roads reported to the Committee on the need to place weight restrictions on the Hodder Bridge, Awatere Valley Road.

Over time gross vehicle weights have increased and the structure has shown some signs of fatigue. Marlborough Roads has therefore undertaken a complete review of the structural capability of the bridge.

For safety reasons, the Hodder Bridge is now operating at 70% Class 1 (ie; 20 tonnes). There are inadequate factors of safety to increase this bridge limit unless the longitudinal stringers are upgraded. Such an upgrading would require a complete bridge rebuild at an expected cost of over \$1M.

An alternative access is in place but requires ongoing maintenance of the ford. When the river is in flood, access for fully loaded (Class 1) heavy commercial vehicles would not be available.

Mr Porter advised that future consideration is required for alternative options and any future costs will need to be included in the Roding Asset Management Plan and the 2015-2025 Council Long Term Plan.

Cirs Evans/Sloan:

- 1. That the capacity reduction to 70% Class 1 is noted.**
- 2. That the ford be maintained to ensure Class 1 haulage can access.**
- 3. That Marlborough Roads consider economic alternatives to the temporary ford.**

Carried

P.13/14.234 Management of Dust on Rural Roads

R800-006-01

Frank Porter of Marlborough Roads reported that Council receives regular requests to seal parts of its network of approximately 660 km of unsealed roads. Sealing roads is expensive both in terms of capital and ongoing maintenance and renewal costs. The current policy is for the area of benefit to fund seal extensions. Council contributes only where a wider district benefit is enhanced eg; significant tourism route. NZTA subsidy is not available.

A paper was presented at the 29 November 2013 Assets & Services Committee meeting with regard to the problem of dust generated by traffic on Marlborough's rural roads. At that meeting a decision was made to await the outcome of the Northland Study and to undertake a "business case" approach to dust problems in Marlborough. Mr Porter advised that this work has progressed over December and January.

He informed the Committee that the NZ Transport Agency has adopted an Investment Logic Mapping (ILM) methodology to determine the viability of a business case and more specifically to assess prioritisation for funding. A facilitator ran workshops to assess the problem, the benefits and ultimately a solution.

Two problems were identified ie; (a) A mix of land uses and changes has caused an increase on vehicle use and dust related issues along unsealed roads; (b) An increase in localised dust issues along unsealed roads has the potential to erode quality of life of residents.

Resolution of the mix of land uses was seen as much more of a long-term issue whereas erosion of quality of life of residents was seen as a more of an immediate issue. The ILM sessions have developed a programme of work to better understand the extent of the problems.

More analysis is required to determine the chemical makeup of dust, undertake health risk assessments and conduct some resident survey work to assist with analysis and seriousness of effects.

The ILM workshops participants accept there are some urgent dust issues in Marlborough, not the least of which is in the Waikakaho Valley.

Marlborough Roads has undertaken some work to minimise dust on the Waikakaho Road eg; implementation of a more stable top-coarse aggregate, a short section of polymer stabilisation and application of asphalt millings. Throughout the peak of summer all treatments have had various degrees of success in mitigating dust.

Specifically for the Waikakaho dust issues, a water cart was being provided to assist with dust management. This service is in place being funded from Council's road maintenance budget. Water carts are expensive and medium to longer term options need further investigation. It was acknowledged the Waikakaho dust issue is the most significant at present, but long term consideration and policy for other roads is also necessary.

A report will be brought back to the next Committee meeting on short term options.

Cirs Sloan/Leggett:

- 1. That the water cart be used on Waikakaho until a more effective short to medium term option can be funded from maintenance budgets.**
- 2. That Marlborough Roads continue to assess dust mitigation options both medium and longer term.**
- 3. That Marlborough Roads will continue to liaise with the Medical Officer of Health.**
- 4. That solutions will be provided for assessment in the Draft 2015-2025 Council Long Term Plan.**

Carried

P.13/14.235 Funding Assistance Rates Review (FAR) R800-008-06

Steve Murrin of Marlborough Roads reported to the Committee on the NZ Transport Agency's review of Funding Assistance Rates (FAR).

The local government sector has expressed dissatisfaction with the current FAR system for a number of years and as a result the Transport Agency is undertaking a comprehensive review of the approach to setting FAR. The Transport Agency has now released a discussion document for councils to review and submit their thoughts on the proposals.

The Transport Agency needs to make a decision on the best combination of factors and approaches for determining FAR. Specifically, decisions need to be made on the overall split of cost between direct land transport systems, users and local communities.

From the first round of consultation undertaken in May 2013, the Transport Agency has developed a provisional funding assistance rate framework. The key elements of this framework are the establishment of an overall National Land Transport Fund (NLTF). The co-investment rate that determines what proportion of the overall costs of delivering land transport activities would be met from the National Land Transport Fund (NLTF).

Each Approved Organisation would have one funding assistance rate for all its eligible land transport activities (except possibly emergency works).

The Transport Agency has modelled five different options with a combination of different metrics to determine the Councils' relative ability to raise local share of land transport costs. These options have been modelled using two different FARs. One being an overall FAR of 50% and the other being an overall FAR of 53%. (53% is the current average FAR across the whole country).

The options do not change the indicative FAR for Marlborough District. The model shows a FAR of 49% if the co-funding rate was set at 50% and at 52% if the rate was set at 53% for all five options. This would apply to both operating and capital expenditure and would provide greater assistance overall than Council currently receives.

Another item from the FAR review is that Special Purpose Roads will be funded at the same rate as the rest of the roading network. In Marlborough, Rainbow Road currently receives a FAR of 100%. In the future this road would be funded the same as any other road.

One of the significant impacts for Marlborough District could be the proposed changes of FAR for emergency works (flood damage). A tightening of criteria for what instigated an emergency could significantly reduce this Council's assistance.

It was recommended that Steve Murrin of Marlborough Roads and the Manager of Assets & Services prepare a submission and emphasise the significance of maintaining emergency works assistance.

Cllrs Hook/Bagge:

- 1. That Council support the outcomes of the FAR review.**
- 2. That the report writer (Steve Murrin) and the Manager Assets & Services prepare a submission and emphasise the significance of maintaining emergency works assistance.**

Carried

P.13/14.236 Springlands Intersection R800-006-07

Marlborough Roads presented a report on the proposed construction of intersection improvements on Middle Renwick Road (State Highway 6) between Boyce Street and Murphys/Battys Roads.

The Committee was informed that provisional designs were circulated to all immediately affected residents and businesses in October 2013, and there has been general agreement established with them.

On the basis of this consultation there are however a few outstanding issues, which are being worked on.

A copy of the latest drawings (January 2014) taking into account changes resulting from the consultation process was presented to the Committee.

The design safety audit is completed and Marlborough Roads expects to have final construction drawings completed in March and be in a position to go to tender in March/April 2014.

Delays in land purchase could affect Marlborough Roads' ability to complete the Boyce Street roundabout. An option is to operate this roundabout with only one eastern approach lane, ie; not enabling a left turn slip lane. The Committee agreed that this was acceptable as an interim arrangement. This will enable construction to commence and be completed before winter.

Cllrs Andrews/Bagge:

- 1. That the current drawings be approved as final draft.**
- 2. That Marlborough Roads proceed to develop final tender documentation.**
- 3. That Marlborough Roads issue tender documents on the basis that an interim single lane approach at Boyce Street be acceptable (final land purchase being concluded).**

Carried

ATTENDANCE: The meeting adjourned at 10.30 am and reconvened at 10.45 am.

The Mayor withdrew from the meeting at 10.30 am.

P.13/14.237 Havelock Parking Restrictions R800-009-01

Marlborough Roads sought approval for a P120 parking restriction being implemented on Main Road, Havelock between Neil Street and the north side of the Clansman Tavern on both sides of the highway.

The Havelock Association has asked for an extension to the current parking restriction of P60. The extended restriction of P120 would control a further 20 carparks.

Councillor Barsanti advised he had approached Havelock Police about policing the parking in Havelock and they said they would be prepared to keep an eye on it.

Cllrs Bagge/Hook:

That a P120 parking restriction be implemented on Main Road, Havelock between Neil Street and the north side of the Clansman Tavern on both sides of the highway.

Carried

P.13/14.238 Spring Creek Intersection – Update Report

R800-006-19

Andrew James of Marlborough Roads presented a report which gave an update on the Spring Creek intersection improvement project.

The NZ Transport Agency approved funding for the investigation of the Spring Creek intersection in the 2012-2015 National Land Transport Programme, and commissioned Via Strada Ltd to undertake a scoping study and scheme assessment report to determine the best option(s) to carry forward to the scheme assessment stage that would reduce the potential for fatal and serious injuries at the intersection while maintaining a suitable level of service for traffic on the national strategic state highways.

A number of intersection improvement options were considered during the scoping study. These were summarised in Mr James' report.

An Austroads compliant roundabout was determined to be the preferred option that addresses most crashes, provides good non-motorised user access, slows through vehicles and removes the need for the auxiliary acceleration and deceleration lanes, as drivers are more accustomed to being held up by HCVs as they exit roundabouts. All the other options had significant weaknesses.

It was acknowledged that four businesses would be affected; however NZTA believed the gains of having the Austroads compliant roundabout outweighed the loss for the businesses.

Marlborough Roads has approved the progression of the preferred option to the design phase and that funding for the design and property purchase be sought.

Marlborough Roads will hold an information meeting at the Junction Hotel in Spring Creek on 18 February to discuss the proposal in further detail with the community.

Cllrs Bagge/Leggett:
That the report be received.

Carried

P.13/14.239 Speed Limit Bylaw

R800-004-09

Andrew James' report to the Committee proposed that Council commence the process to promulgate a bylaw setting speed limits on Marlborough Roads; approve a draft Bylaw and consultation documents; and commence the special consultative procedure on the proposal.

Mr James advised that speed limits are set by Council in a bylaw under the authority of the Land Transport Act 1998, the Land Transport Rules: Setting of Speed Limits 2003 and the Local Government Act 2002. The register of speed limits is contained in the Schedule of Marlborough District Speed Limits and the Speed Limits Map Book.

It was proposed that all of the speed limits (including a number of recent amendments made by Council resolution) for Marlborough roads, for which Council is responsible, be incorporated into a bylaw.

In addition to the changes proposed on the documentation for the bylaws presented it was also proposed to include in the bylaw (and subsequent consultation document) a 40 km/hr speed limit on Council's river reserves; and a 40 km/hr variable speed zone on McLauchlan Street, outside Marlborough Girls' College and Bohally Intermediate.

The cost of consultation and the installation of new signs will be funded from Council's subsidised roading programme.

The bylaw is proposed to validate some speed limits set by resolution in recent years and to change some existing speed limits.

The Land Transport Rules: Setting of Speed Limits 2003 requires that the special consultative procedure be used when promulgating a bylaw setting speed limits.

The Committee recommended to proceed with the development of the Speed Limit Bylaw and at the subsequent full Council meeting on 27 February a sub-committee of councillors be delegated the power to hear and decide on any submissions made on the proposed bylaw.

Suggestions made by Clrs Bagge and Barsanti were accepted for consultation.

The proposed timeline for consultation on the proposal is:

- Advertise the Statement of Proposal on 28 February 2014.
- Submission period from 28 February to 28 March 2014.
- Hearings on 4 April or 7 April 2014.
- Report on the consultation process to the Assets and Services Committee at its meeting on 22 April 2014.
- Ratification by full Council at its meeting on 15 May 2014.

Clrs Evans/Andrews:

- 1. That Council determine that a bylaw is the most appropriate way of addressing the problem, that the proposed bylaw is the most appropriate form of bylaw and that there are no New Zealand Bill of Rights Act 1990 implications.**
- 2. That the draft bylaw and consultation documents be approved.**
- 3. That the special consultative procedure commence and proceed in accordance with the timelines set out above.**

Carried

[At the Council meeting on 27 February 2014 it was resolved: *That a Sub-Committee made up of Clrs Arbuckle, Barsanti, Leggett and Oddie be established to hear and decide on any submissions made on the proposed Speed Limit Bylaw and report back to the Assets and Services Committee*]

P.13/14.240 Assessment of 10 Blenheim Sewage Pump Stations W430-001-006-01

The Planning and Development Engineer, Stuart Donaldson, presented a report which provided information on the condition of 10 older Blenheim sewage pump stations; and sought a decision on seismic strengthening.

Blenheim has more than 30 sewerage pump stations. The terminal pump station (MOPS) located at the eastern end of Alabama Road is the largest. The 10 oldest sewage pump stations have been assessed for structural condition and structural strength by consultant CH2M Beca. This included geotechnical investigations at each pump station. They are situated at Ida Street, South Street, Symons Street, George Street, Nelson Street, Budge Street west, Gascoigne Street, Lane Street, Purkiss Street, McLauchlan Street.

The assessments have found that the 10 pump stations investigated have residual working lives of the structures of 25 years or more, although South Street may need replacing sooner. Given the pump stations have sufficient well capacity, except for Nelson Street; the issue is how much upgrading is worthwhile for the remaining structural life. Significant sums could be spent but the structures will not come up to the same strength as new pump stations. Furthermore in a significant earthquake it is likely that there will be multiple sewer pipe failures which would mean that pump stations are unable to operate anyway.

Ida Street and Symons Street pump stations could have ground improvements or piling to reduce the risk from liquefaction at a cost of \$150,000 to \$300,000 each, or be replaced at a cost of \$600,000 to \$800,000 each based on recent Christchurch experience.

The risk of damage at the wall to base connection of the eight pump stations built in 1933 could be reduced by strengthening the connection but this would require temporary sewage pumping which would add considerable cost.

If the pump stations are to be retained, basic repairs, maintenance and strengthening of the roof of some stations will be necessary. This is estimated to cost in the order of \$180,000 which is budgeted this year.

The Committee was supportive of only essential repairs and maintenance being carried out on the 10 pump stations and the Nelson Street pump station being replaced with a new structure on a separate site in 2023/24.

Cllrs Hook/Leggett:

- 1. That only essential repairs and maintenance be carried out on the pump stations at Ida Street, South Street, Symons Street, George Street, Budge Street west, Gascoigne Street, Lane Street, Purkiss Street, McLauchlan Street and Nelson Street.**
- 2. That Nelson Street pump station be replaced with a new structure on a separate site in 2023/24.**

Carried

ATTENDANCE: Alec McNeil, Solid Waste Manager.

P.13/14.241 Ward Transfer Station Upgrade

W300-005-010-01

The Solid Waste Manager, Alec McNeil, presented a report on an upgrade of the Ward Transfer Station and the method of charging Ward residents for the use of the facility.

Mr McNeil advised that the current annual operating cost of the Ward Transfer Station is in the region of \$60,000. These costs are recovered via a Uniform Area Charge (UAC). There is no user pays gate fee currently \$25.22 per m³ (GST excl) levied at Ward Transfer Station. The site is also unmanned.

Contract 2013/13 Waste Management and Minimisation Services starts on 1 July 2014. Part of the proposal for this contract is to introduce larger purpose built containers for recycling and waste at the Ward Transfer Station. Currently this service is provided by small wheelie bins collected by ute and trailer.

The introduction of these larger containers will reduce the transport charge for recycling from \$48.86 to \$8.18 per cubic metre, providing an annual saving estimate of \$2,522. The transport charge for waste will reduce from \$26.04 to \$24.96, providing an annual saving estimate of \$810. The fixed costs for Ward also reduce from \$2,896.51 to \$1,079.17 per month providing an annual saving estimate of \$21,808.08. Overall the new contract provides annual estimated savings of \$25,140.08.

The Ward Transfer Station will require the installation of additional concrete and wooden ramps to allow access by the public to these new containers. The cost for these works is \$9,500 and lies with Council. All rates exclude GST.

Discussions have taken place previously (2010/11) with the Ward residents regarding a user pays charge but no agreement was reached.

The contract volume estimate for waste into the Ward RTS is 750 m³ per year. Of this approximately 100 m³ is Council bags which would not be subject to a user pays charge. The remaining volume would generate an income of \$16,393 per year (based on the transfer station gate fee of \$25.22 (GST excl) charged at other locations). To implement the charge would require the site to be manned for at least two days per week with hours similar to Wairau Valley. The contractor cost of manning the site would be \$24,408 per year.

To operate the site unmanned with no user pays gate fee the annual cost is estimated at \$35,000. To operate the site and collect a user pays gate fee the annual cost is estimated at \$59,000 with gate receipts of \$16,000 leaving a balance of \$43,000.

Councillors did not believe Ward residents wanted the introduction of a user pays system and accordingly did not support it.

Cllrs Bagge/Hook:

That the Council approve the upgrade works costing \$9,500 for the Ward Transfer Station and that these works be completed prior to the contract start date of 1 July 2014.

Carried

P.13/14.242 Collection and Sale of Clothing from the Re-use Centre W300-006-010-01

The Solid Waste Manager, Alec McNeil, presented a report on the collection of clothing at the transfer stations and resale at the Re-use Centre.

Mr McNeil advised that Council staff meet with Non-Government Organisations (NGO) twice a year to discuss waste issues. The last meeting took place in December 2013 and highlighted contamination levels within clothing banks which are in, open, unmanned areas that the community can access 24 hours a day. The contamination levels being experienced have resulted in a number of clothing banks being withdrawn by the Salvation Army. This has resulted in a reduction in their waste bill and an increase in the quality of clothing being received through their shop.

As a consequence of this a number of surplus clothing banks are now available.

Further discussions took place on the concept of installing these banks at the transfer stations and the view was expressed that the quality of material collected at these locations should not have an adverse effect on the quality or amount of material being received at, for example, the Salvation Army.

Mr McNeil felt that installing available clothing banks at the Blenheim and Picton Transfer stations should be considered on a six month trial basis. Both these sites are manned so clothing deposits can be checked and any contaminated material rejected and charged as general waste. The accepted clothes would then be resold at the Re-use Centre or as rags to reputable collectors/users.

Mention was made of other established Op shops selling second-hand clothing such as St Vincent de Paul, PAMS, Hospice, SaveMart etc and the effect it could have on their operations.

Mr McNeil said that staff would track the impact, if any, on the NEO sector and report back before the end of the trial period.

Cllrs Bagge/Hook:

- 1. That available clothing banks be installed at the Picton and Blenheim transfer stations for a six month trial and the collected clothes resold at the Re-use Centre or sold as rags to reputable collectors/users.**
- 2. That staff report back to the Committee in month five of the six month trial.**

Carried

P.13/14.243 Compost Tender Process 2014 W300-006-003-01

Solid Waste Manager, Alec McNeil, provided a report for discussion on the tender process for composting operations. He advised that the Wither Road compost site lease with the current operator, Greenfingers

Compost Limited, expires in December 2015. With the proximity of residential development to the site it is unlikely that continuing with the current method of compost operations is sustainable.

Council has also facilitated the establishment of Marlborough Grape Marc Limited (MGM). This company is made up from a combination of wineries and growers from the viticulture sector. MGM is looking at a number of options that would deal with grape marc waste; a by-product generated over a 3-4 week period each harvest, including the potential to compost. This option may interface with the greenwaste as processing grape marc on its own does not result in suitable compost.

The tender process will involve a Request for Proposal (RFP) being issued on 28 February 2014 for the provision of a Greenwaste Acceptance Facility to be based at Wither Road. This proposal will seek input on the concept of receiving and shredding greenwaste at the Wither Road site but altering the compost process and/or location. This will be a priced response with a contract award issued in June 2014 for a January 2016 start date. A contract linked price adjustment will be made for the intervening period. The RFP will also seek solutions for grass clippings.

As part of Council's facilitation and work with MGM, Council will also release an RFP for the provision of a composting solution for grape marc. The responses to this document will be evaluated by MGM, independent of Council.

Each RFP will be standalone due to the parties involved and respondents will be able to quote for either or both.

Cirs Bagge/Hook:

That Council approve the tender process outlined above and that staff report back on the outcome by 31 July 2014.

Carried

ATTENDANCE: Dianne Shearer, Engineering Officer Services.

P.13/14.244 Out of District Water Connection Additional Supply Use Application, 79 Aerodrome Road, Blenheim PN256310#04

Approval was sought for the additional use of the existing out of district water connection to supply water for use at the Aviation Heritage Centre which consists of a museum, reception, café, gift shop, toilets and amenities.

The New Zealand Aviation Trust has recently made resource consent application to have a small scale visitor accommodation within and for use of the owners of the associated hangars. The application requests that the existing water connection also be used for the accommodation units.

The reticulated water system has sufficient capacity for extra usage required for the proposed accommodation units. Therefore it was recommended that Council approve the out of district service connection application.

Cirs Andrews/Hook:

That the proposed additional use of the existing out of district water connection be approved with the following conditions:

- 1. That the additional water supply only be used to supply domestic activities within the property i.e. irrigation of outside areas will not be permitted.**
- 2. That the additional water use be invoiced through the existing metered water connection.**

3. That water development contributions in accordance with Council Development Contribution Policy be paid the calculation shall be based on one household equivalent unit per unit.
4. That the approved additional usage through the existing connection for the proposed accommodation only be completed following successful resource consent for visitor accommodation application. Failure to obtain resource consent by March 2015 will result in forfeit of the out of district sewer and water approval.
5. That the sites pay water rates as per Council's Out of District connections rating policy.
6. That the applicant be advised that approval of the additional water use does not imply that resource consent approval will be granted.
7. That the site pay geographic area general works and services rates and charges as per Council's rating policy.

Carried

P.13/14.245 Out of District Sewer and Water Application, 48 Purkiss Street, Blenheim PN188920#04

Approval was sought for out of district sewer and water connections for a proposed six lot subdivision at 48 and 54 Purkiss Street, Blenheim.

The property is currently zoned Rural 3 with no proposal to change the zoning to urban residential as part of the Marlborough Urban Growth Strategy; the property however is surrounded by Urban Residential 2 zone.

Engineering Officer, Dianne Shearer, advised that Council has reticulated water and sewer services within Purkiss Street road reserve and there is sufficient capacity in the existing systems for the proposed subdivision.

The existing 100 mm diameter water pipelines and hydrants will require upgrading to meet fire standards and Council's Code of Practice for Subdivision and Land Development. The applicant would be required to pay for the upgrades.

It was recommended that Council approve the out of district service connection application.

Cirs Bagge/Andrews:

That the proposed out of district water and sewer connections be approved with the following conditions:

1. That the water supply only be used to supply domestic activities within the property ie; irrigation of large outside areas will not be permitted.
2. That 20 mm metered water supply installation connection fees be paid.
3. That sewer and water development contributions in accordance with Council Development Contribution Policy be paid the calculation shall be based on one household equivalent unit (HEU) per lot ie; 6 HEU).
4. That the approved connections to the proposed subdivision only be completed following successful resource consent subdivision application. Failure to obtain resource consent by March 2016 will result in forfeit of the out of district sewer and water approval.

5. That the sites pay water and sewer rates as per Council's out of district connections rating policy.
6. That the applicant be advised that approval of these service connections does not imply that resource consent approval will be granted.
7. That the site pay geographic area general works and services rates and charges as per Council's rating policy.

Carried

P.13/14.246 Out of District Sewer Connection Application, 33 David Street, Blenheim PN199929#04

Approval was sought for out of district sewer connections for a proposed four lot subdivision at 33 David Street, Blenheim. The property is currently zoned Rural 3 with no proposal to change the zoning to urban residential as part of the Marlborough Urban Growth Strategy.

Council has a reticulated sewer service within David Street road reserve; the existing lot has an existing connection to the sewer system.

The sewer system is a pressure system that relies on individual pump stations within each property to push the sewer to the Council sewer mains. At the time of subdivision each lot will be provided with a sewer connection.

The sewer reticulated service has sufficient capacity for the proposed subdivision to connect to the sewer; therefore it was recommended that Council approve the out of district service connections application.

Cllrs Bagge/Dawson:

That the proposed out of district sewer connections be approved with the following conditions:

1. That sewer development contributions in accordance with Council Development Contribution Policy be paid (the calculation shall be based on one household equivalent unit (HEU) per lot ie; 4 HEUs).
2. That the approved connections to the proposed subdivision only be completed following successful resource consent subdivision application. Failure to obtain resource consent by March 2015 will result in forfeit of the out of district sewer approval.
3. That the sites pay sewer rates as per Council's Out of District connections rating policy.
4. That the applicant be advised that approval of these service connections does not imply that resource consent approval will be granted.
5. That the site pay geographic area general works and services rates and charges as per Council's rating policy.

Carried

**P.13/14.247 Out of District Sewer and Water Connections
Application for 18 Inkerman Street North,
Renwick PN199929#04**

The Committee was asked to consider an application for out of district sewer and water connections for a proposed three lot subdivision on property currently zoned Rural 3 located at 18 Inkerman Street North, Renwick.

Engineering Officer, Dianne Shearer reported that as part of the Marlborough Urban Growth Strategy document it was proposed to change the zoning to rural residential.

Renwick township residential area is served by a gravity sewer system. Sewer pipelines are located in Inkerman Street along the bottom of the terrace, approximately 270 metres south of the property.

The Marlborough Urban Growth Strategy indicates that the sewer system in this proposed area would need to be a pressure system (similar to Grovetown) as gradients for a conventional gravity system will not be achievable given the distance to each lot. Shallow pressure systems will reduce potential infiltration of ground water into a gravity system.

The Renwick township residential area and some additional rural areas are served by a Council water system. This water system includes water mains that run along Inkerman Street then west along Gee Street. The existing dwelling has an existing metered water connection.

The applicant wishes to connect to Council's water pipeline to provide the additional two lots with a water connection. The Renwick water system is restricted and recent experience has shown that the current wells are failing to meet the current summer demand.

The Marlborough Urban Growth Strategy indicates that water supply is to be met by private on site wells ie; not to be supplied from the Council system.

The Blenheim sewer system has the capacity to cater for the additional proposed out of district sewer connections, however, the Renwick water reticulation currently does not have the capacity to cater for the additional proposed out of district water connections, therefore it was recommended that the water application be declined, and the sewer application be approved.

Cllrs Evans/Leggett:

1. **That the proposed out of district sewer connections be approved with the following conditions:**
 - (a) **That the proposed sewer system shall be designed to the approval of Council's Infrastructure Projects Engineer.**
 - (b) **That costs associated with completion of the proposed sewer system be borne by developer. This includes all fees associated with construction and legalising the sewer system as required by Council**
 - (c) **That sewer development contributions in accordance with Council Development Contribution Policy be paid, the calculation shall be based on one household equivalent unit (HEU) per lot ie; 3 HEUs.**
 - (d) **That this out of district approval only be actioned following successful resource consent subdivision application. Failure to obtain resource consent by March 2015 will result in forfeit of the out of district sewer approval.**
 - (e) **That the sites pay sewer rates as per Council's Out of District connections rating policy.**

- (f) That the applicant be advised that approval of these service connections does not imply that resource consent approval will be granted.
2. That the proposed out of district water connections be declined until Council commits to a future capacity upgrade.

Carried

P.13/14.248 Out of District Sewer and Water Connections Application for 1 Alma Street, Renwick PN170325#04

The Committee was asked to consider an application for out of district sewer and water connections for a proposed 10 lot subdivision on property currently zoned Rural 3 located at 1 Alma Street North, Renwick.

Engineering Officer, Dianne Shearer reported that as part of the Marlborough Urban Growth strategy document it was proposed to change the zoning to rural residential.

Renwick township residential area is served by a gravity sewer system. This gravity sewer system includes a sewer pipeline that runs along the south boundary of this property.

The Marlborough Urban Growth Strategy document indicates that the sewer system in this proposed area would need to be a pressure system (similar to Grovetown) as gradients for a conventional gravity system will not be achievable given the distance to each lot. Shallow pressure systems will also reduce the potential infiltration of groundwater into a gravity system in this flood hazard area.

Renwick township residential area and some additional rural areas are served by a Council water system. This water system consists of watermains that run along Oudenarde Street then south up Alma Street.

The applicant wishes to connect to this pipeline to provide each of the 10 lots with a water connection. The Renwick water system is restricted and recent experience has shown that the current wells are failing to meet the current summer demand. The Marlborough Urban Growth Strategy indicates that water supply is to be met by private on site wells ie; not to be supplied from the Council system.

The Blenheim sewer system has the capacity to cater for the additional proposed out of district sewer connections, however, the Renwick water reticulation currently does not have the capacity to cater for the additional proposed out of district water connections therefore it was recommended that the water application be declined, and the sewer application be approved.

Cllrs Sloan/Leggett:

1. That the proposed out of district sewer connections be approved with the following conditions:
- (a) That the proposed sewer system shall be designed to the approval of Council's Infrastructure Projects Engineer.
 - (b) That costs associated with completion of the proposed sewer system be borne by developer. This includes all fees associated with construction and legalising the sewer system as required by Council
 - (c) That sewer development contributions in accordance with Council Development Contribution Policy be paid, the calculation shall be based on one household equivalent unit (HEU) per lot ie; 10 HEUs.
 - (d) That this out of district approval only be actioned following successful resource consent subdivision application. Failure to obtain resource consent by March 2015 will result in forfeit of the out of district sewer approval.

- (e) That the sites pay sewer rates as per Council's out of district connections rating policy.
- (f) That the applicant be advised that approval of these service connections does not imply that resource consent approval will be granted.

2. That the proposed out of district water connections be declined until Council has committed to a future capacity upgrade.

Carried

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

P.13/14.249 Review of Marlborough's Freedom Camping Bylaw R510-005-06

The Reserves and Amenities Manager presented a report which sought a decision from Council on whether the current Freedom Camping Bylaw should have any changes or should stay as is.

In November 2012 Council adopted a new bylaw to help control freedom camping in Marlborough. The bylaw was written under the new Freedom Camping Act. Council asked at the time of adoption that the bylaw be reviewed after being in place for one year.

It was reported that with the evidence and submissions received it is clear that the bylaw is working well. The majority of complaints received were in relation to Koromiko. Many submissions particularly in relation to prohibiting Koromiko gave a reason for protecting commercial operator interests. However, the Freedom Camping Act does not permit areas to be prohibited for the reason of protecting commercial operators. Further prohibitions and/or restrictions need to be based on environmental, aesthetic or access grounds.

Staff believe the ability to issue the \$200 infringement is a strong deterrent and a useful management tool for non-responsible campers. Therefore staff are in support of having a bylaw under the Freedom Camping Act to manage freedom camping in the district.

There are a lot of areas in Marlborough where self-contained campers can stay overnight but the reports of this happening and or causing nuisance is very low (the majority being Queen Charlotte Drive) due to the promotional message of "where to camp".

The Reserves and Amenities Manager suggested that a working group be established to reassess the current bylaw; then a draft bylaw be brought back to the Committee; the Committee to decide to amend or keep as is; then take it out for special consultative procedure (public) – hearing; workshop; then back to the Committee/Council for adoption.

Cirs Hook/Leggett:

1. That a working group be established consisting of Councillors Sloan[, ~~and~~] Oddie [and Brooks]and staff to reassess prohibited and designated areas before proposing an amended draft bylaw under the Freedom Camping Act. [Clr Brooks was added to the working group at the Council meeting on 27 February 2014]
2. That Council go through the special consultative procedure to amend the bylaw and that a proposed draft bylaw is brought back to Council based on that proposed amended bylaw.

Carried

P.13/14.250 Earthquake Strengthening C600-006-01

Robert Hutchinson presented a report which gave an update and confirmed the next stage in the process of strengthening a number of earthquake-prone buildings on Council reserves.

The Building Act 2004 requires all territorial authorities review and evaluate their building stock seismic performance to identify earthquake-prone buildings.

The review was instigated under the Marlborough District Council Earthquake-prone Building Policy 2006 that requires all commercial buildings in Marlborough region, built or strengthened to pre-1976 codes undergo an initial evaluation process (IEP) assessment.

Several Council reserve and amenity buildings fall within the higher risk categories following the initial evaluation process. More detailed engineering assessment, design and quantity survey was then undertaken.

Staff now believe Council should commence upgrade work on those most at risk.

The Long Term Council Community Plan 2012/22 and the 2013/14 Annual Plan provide a \$790,000 budget for earthquake strengthening community facilities buildings. Funding from Council's emergency events reserves has been proposed with no impact on rates.

Reserve and amenity structural upgrades have been recommended as follows:

	NBS upgrade%	Cost
Athletic Park grandstand	67%	\$115,942.00
Awatere Memorial Hall	38%	\$33,029.00
Gym Club	34%	\$191,919.00
Lansdowne Park grandstand	34%	<u>\$164,000.00</u>
Picton War Memorial	34%	\$21,000.00
		<u>\$525,890.00</u>
Contingency (10%)		<u>\$52,589.00</u>
Total		<u>\$578,479.00</u>

Further engineering and consultation is required before upgrades can be recommended for the A & P grandstand (which will remain cordoned off) and the Seymour clock tower (liquefaction report being assessed).

Clrs Hook/Sloan:

That upgrades to reserves assets described in the report presented be confirmed and staff tasked to begin work within available budget.

Carried

P.13/14.251 Problem Street Trees – Proposed Removal

R510-005-01

At the Assets and Services Committee meeting on 26 November 2013 Robin Dunn presented a report asking the Committee to consider the removal of 34 problem street trees with 19 trees on Newbourne Crescent; five trees on Rothwell Place; eight trees on Phillip Place; and two trees on Shirliff Street.

The Committee recommended that the requested removal sites be inspected; resident surveys be undertaken; and views be brought back to the next Committee meeting.

Mr Dunn reported that councillor inspections took place on 10 December 2013 and 21 January 2014 to view and discuss various tree issues in each location and the need for a street tree renewal programme.

Resident surveys have also been conducted with response rates of between 50 to 80 percent. The surveys have indicated strong support for tree removal in each street surveyed, with the majority selecting removal and replacement with more suitable species.

In light of the survey results and the fact that these trees have long standing and significant tree issues, removal of all 34 street trees was recommended; to be done as budgets allow.

It was proposed to inform all residents of the survey findings by letter, and of proposed action and timing.

Council's Street Trees and Plots maintenance contractor, Nelmac is currently plotting and collecting data on all street trees within the district so that improved long-term planning/renewal and budgeting can assist with the management of street trees.

Cirs Bagge/Dawson:

1. That removal of all 34 street trees take place as budgets allow with replacement planting to follow using lower growing suitable species in Newbourne Crescent and Shirliff Street.
2. That this be done after residents have been informed of survey results and proposed action and timing.

Carried

P.13/14.252 Information Package -

The Information Package for the Assets and Services Committee dated 11 February 2014 and circulated separately was received and noted.

P.13/14.253 Decision to Conduct Business with the Public Excluded

Cirs Hook/Evans:

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

- Pukaka Quarry Extension

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
Pukaka Quarry Extension	To enable the Council, as holder of the information, to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) as provided for under Section 7(2)(i)	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 12.50 pm.

Record No. 1443130