

**Report and Minutes of a Meeting of the
ASSETS & SERVICES COMMITTEE**
held in the Council Chambers, District Administration Building, Seymour Street, Blenheim
on TUESDAY, 2 SEPTEMBER 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 and Mr R Hunter (iwi representative).

Also Present

Cirs J A Arbuckle, G S Barsanti, C J Brooks, P J S Jerram, D D Oddie.

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, Mr A J Lyall, Executive Projects Manager, Mr J F Porter, Manager – Marlborough Roads and Ms J R North, Support Services Administrator.

Apologies

Cirs Hook/Bagge:

That the apology for non-attendance from Clr L M Shenfield be noted.

Carried

P.14/15.82 Introduction of Additional Item -

Cirs Sloan/Hook:

That the following additional item not previously included on the Order paper be admitted for consideration in view of there being insufficient time for the listing of the item on the original agenda; and Council approval being required to the holding of an event.

In Open Meeting:

- 2014 Silver Fern Rally Event – 8 November 2014.

Carried

**P.14/15.83 Interim Financial Report for Year Ended 30 June
2014 F045-07**

The Financial and Information Supervisor, David Craig, presented an interim financial report for the Assets & Services Department for the year ended 30 June 2014.

Accrual entries had been completed to account for June revenues and expenditures in that month.

It was noted that end of year funding of individual activities was yet to be completed and this will particularly impact those activities where significant capital expenditure has occurred, which require loans to be raised and part year interest charges to be applied.

The total budgeted capital expenditure for 2013/14, including carryovers, is \$34.5 M with year to date actual expenditure of \$22.8 M (66%). Capital expenditure was predominantly in the roading (\$7.7 M) and sewer (\$10.2 M) activities.

Operational activity for the month of June was summarised in the report.

Budget carryover requests have been identified and were the subject of a separate carryover request to Council. Members observed a direct correlation between identified budget surpluses and the carryover amounts.

Questions from councillors related to insurance for the Stadium and whether rate revenue was included in the Land Subdivision Reserve income total.

Clrs Leggett/Evans:

That the interim financial report for the year ended 30 June 2014 be received.

Carried

P.14/15.84 2013/14 Budget Carryovers F045-01

A number of works scheduled for completion in 2013/14 did not proceed (or were not completed) for a variety of reasons. Details of those works were recorded on the schedule presented to the Committee.

Since funding for those works was determined in the 2013/14 Annual Plan Council approval was sought to amend the 2014/15 budgets to reflect those 'carryovers'. Carryovers total \$11,849,580.

A number of questions were asked of the Financial and Information Supervisor, Mr Craig.

Clrs Leggett/Bagge:

That the 2014/15 budgets be amended to incorporate the 2013/14 carryovers.

Carried

P.14/15.85 NZTA Investment Audit R800-008-08

The NZ Transport Agency Investment Audit was undertaken in April 2014; previously undertaken in 2011.

The Manager, Assets & Services informed the Committee that NZTA regularly undertake audits of Marlborough's use of the National Land Transport Programme funding; the two main audits being the Technical Audit assessing value for money, achievement of agreed targets and compliance with standards and guidelines; and the Investment Audit (presented to this meeting) to provide assurance that the programme is being well managed, delivers value for money with appropriate risk management.

It was reported that no issues have been raised with the Audit and an excellent outcome was achieved.

Acknowledgement was made at the meeting of an excellent report.

Clrs Sloan/Evans:

That the Investment Audit report be received.

Carried

P.14/15.86 Development Contribution Policy Schedule of Assets (S.201A Local Government Act) L225-01

The Manager, Assets & Services reported that the Government has enacted various amendments relevant to development contributions. A report to the Community and Finance Committee meeting of 26 August covered the various changes.

One of the requirements is that a schedule of assets for which development contributions will be required must be included in the Development Contributions Policy within one month from the commencement of the Local Government Act 2002 Amendment Act 2014.

Council prepared the required schedules when it adopted a new Development Contributions Policy for the 2012-22 Long Term Plan. The schedule of assets presented to the Committee provided the basis for the existing Development Contributions Policy.

In addition a remission policy of 34% exists which is applied to the difference between previously applied levies and the current policy.

A proposal for public consultation on an amended Development Contributions Policy is required to be prepared by 1 December and a new policy adopted by 1 July 2015.

Questions asked of the Manager, Assets & Services related to consultation and review process.

Cirs Leggett/Hook:

That Council agree to include the Development Contribution Policy Schedule of Assets as presented into the Development Contributions Policy in terms of S.201A Local Government Act 2002.

Carried

P.14/15.87 No Parking Trial London Quay, Picton R800-002-003

Frank Porter, Manager of Marlborough Roads presented a report for Council to consider a No Parking Trial on London Quay in Picton for the 2014/15 summer.

There have been ongoing discussions in various forms in Picton regarding improving the view from London Quay into the Picton harbour.

The Picton Business Group has contacted Council seeking support to implement a No Parking Trial on London Quay and it was proposed that the trial run from Labour Weekend 2014 through to Easter 2015.

The intention is to utilise the vacated parking spaces on the south side of the road to extend the outside dining areas for the adjacent cafés. Establishing dining areas on the new vacated parking bays will be the responsibility of the businesses utilising the area.

Removing parking on the north side of the road will keep the view clear for diners using the area and improve the amenity of the area. The area may be developed into a temporary seating/recreation space for the trial, and to prevent parking on the north side of the road, temporary bollards and concrete barriers might be installed to delineate the public area.

To control traffic speed during the trial period it was proposed to introduce a 20 km/hr temporary speed limit.

The adjacent business operators would be consulted over the proposal.

The Sounds ward councillors spoke enthusiastically of the proposal appreciating the opportunity to tie the foreshore into the town.

Cirs Hook/Bagge:

That Council approve a No Parking Trial on London Quay, Picton from the Friday before Labour Weekend 2014 through to the Tuesday following Easter 2015 subject to the outcome of consultation.

Carried

P.14/15.88 2014 New Zealand Silver Fern Rally R800-009-01

Marlborough Roads reported that on 31 May 2014 the Chairman of the Rally Organising Committee for the 2014 NZ Silver Fern Rally lodged an application for a road closure for the two day event to be held at a

number of multiple locations in November 2014. Objections to the event were required to be lodged in writing before 16 September 2014.

Marlborough Roads received an objection on 1 September 2014 from Mr Alan Perano who resides in the section of road closure between Oyster Bay to Whites Bay; the Port Underwood Road stage of the Rally.

After the 2006 rally Mr Perano complained that his emu's suffered severe stress and he allegedly had some young emu deaths. He made a claim to the Rally organisers which was not sustained and subsequently made a claim against Marlborough Roads which they have declined. In response to questioning from the meeting, Mr Porter of Marlborough Roads advised that they had several discussions with Mr Perano; they are not responsible to pay.

In response to Mr Perano's concerns this year which include pollution, excess noise, and speed the organisers are stopping the stage prior to his property and recommencing more than 600m beyond his property in order to avoid any issues that he may have. The organisers of the Rally have been in communication with Mr Perano and are trying to minimise any disruption to him.

The Mayor commented about his previous experience with the NZ Silver Fern Rally and spoke glowingly of such an outstanding event.

Clr Bagge/The Mayor:

That the objection be declined on the basis the Rally organisers have considered Mr Perano's needs and will not be operating on that part of the road.

Carried

P.14/15.89 Levels of Service Briefings – Reserves, Rivers, Roading, Solid Waste and Emergency Management R510-014-013, R700-002-01, R800-007-00

The Manager, Assets & Services presented a report which summarised the feedback received from the recent Assets & Services Department Levels of Service briefings and outlined follow up actions required by staff.

Levels of Service briefings were held on 1 August 2014 for Reserves and Amenities followed by Rivers and Drainage. The Roading briefing then occurred on 15 August followed by Solid Waste and Emergency Management.

Mr Wheeler explained that simply put "Levels of Service" are outcomes customers and stakeholders desire eg; length of grass on a sportsfield or frequency of damaging floods. They have a major impact on community benefits, costs and levels of satisfaction.

Levels of Service are the basis for service delivery either by contractors or Council staff. Once established they should be adhered to unless exceptional circumstances apply.

Mr Wheeler advised that generally existing Levels of Service for the activities were supported. Staff were to provide further information through the Committee on some, and a briefing date on Levels of Service for the 3 Waters was yet to be confirmed.

Cirs Evans/Sloan:

That the actions proposed by Levels of Service briefings be supported.

Carried

ATTENDANCE: Rosie Bartlett, Manager, Reserves and Amenities and Robyn Blackburn, Road Safety Co-ordinator.

P.14/15.90 Road Safety Co-ordinator – Activities R800-005-13

Robyn Blackburn gave a presentation on the programmes she is involved in, as part of her role as Road Safety Co-ordinator.

The Road Safety Co-ordinator position sits within the Reserves Section of the Assets & Services Department. It is considered that while there are obvious alignments with Marlborough Roads activities there is a better fit sitting with local Council rather than the New Zealand Transport Agency (NZTA) because of the education and community focus of the role. Marlborough Roads safety focus is on the technical and engineering aspects.

The position is jointly funded by NZTA and Council at a Financial Assistance Rate (FAR) of 56% NZTA and 44% Council.

Three yearly road safety activity plans and requests for funding requires assessment by NZTA using crash data as the basis for prioritisation of regional issues. Activities attracting funding for the current period are alcohol and drugs; young drivers; roads and roadsides; motorcycles; and distraction.

Programmes have been developed to address these road safety issues and community engagement has become an essential element for successful programme delivery. Some of the community organisations who support Road Safety Coordinator education programmes include schools, Police, Public Health/NMDHB, local driving instructors, Supporting Families, REAP, Literacy NZ, Brain Injury NZ, Plunket, Alternative Education, NMIT and AA.

There were a number of questions and comments made to the Road Safety Co-ordinator. A question was asked regarding what work has been done, as in driver training, with seasonal workers. Mrs Blackburn responded that there has been a programme offered in the past for seasonal workers but the response was poor. However, SASATT (Safe And Sound At The Top) are keen to operate a driver training workshop for seasonal workers/migrants as part of their gap analysis.

Cirs Bagge/Hook:

That the report be received as an information update of how the Road Safety Coordinator and the community are engaging to improve the health and safety of our community.

Carried

ATTENDANCE: Alec McNeil, Solid Waste Manager.

P.14/15.91 Bluegums Landfill – Full Cost Accounting Model W300-005-015-01

The Solid Waste Manager, Alec McNeil, presented a report setting out the findings of an assessment of the current and future costs associated with Bluegums Landfill site.

A financial model for the Bluegums Landfill site has been prepared using the MfE Full Cost Accounting Model (FCAM). This work was undertaken by Tonkin and Taylor who are the current consulting engineers for the site. This model takes into account all costs over the life of a landfill including initial planning, the construction and operation of landfill stages (Bluegums has 13 stages), closure and all costs associated with the aftercare period.

Alternate costs relate to the management of the site once it has closed. This can include but not be limited to: continuing collection of leachate and landfill gas, monitoring boreholes around the site, maintenance of the final cap on the landfill.

P.14/15.93 Stadium 2000 Structural Strengthening PN536735#04

The Executive Project Manager, Jamie Lyall, presented a report for the Committee to consider a proposal to earthquake strengthen the Marlborough Stadium 2000 complex which is owned by Council and managed by the Stadium Trust.

Following the Canterbury earthquakes, the Council established a seismic review process for all of its public buildings. Marlborough falls within New Zealand's two highest earthquake zones and has a number of fault-lines travelling through the region.

Due to the high public usage of the Stadium facility a comprehensive review of the existing facility was initiated. The review considered both structural elements and geotechnical properties as part of the assessment. Engineering experts proficient in structure and soils have carried out the assessment and the results have been peer reviewed.

The building is structurally sound and not earthquake prone. Due to Blenheim's geology however and the risk of liquefaction the building is now assessed as meeting 40% of the New Building Standard.

Due to the high public use of the building and its IL 3 classification it was suggested that Council may want to strengthen the Stadium complex to a higher standard. It was proposed that the work would be carried out in two parts with the above ground works tendered immediately and additional investigation work carried out to finalise the below ground costs.

The strengthening work would involve tying structural elements together to perform as one and underpinning the foundations with a jet-grout system.

Quantity Surveyors have provided a cost report for works associated with the structure. Stage 1 - Foyer stair retrofit is under action and funded by the Marlborough Stadium Trust; Stage 2 - Superstructure retrofit and associated works - \$700,000; and Stage 3 - Ground improvement works - \$900,000 - \$1,300,000.

Questions and comments made to the meeting related to leaving the matter on the table and look at Council's priorities; clarification on the adequacy of just doing Stage 2 (\$700,000) from a safety perspective; and the amount of funding in the Emergency Reserve. Mr Lyall advised that the experts could not guarantee that the building would be safe if Stage 3 (\$1.3M) was not done.

Cirs Sloan/Andrews:

That Council approve \$2.0 million from the Emergency Events reserve for the seismic remedial work at Stadium 2000 so that works may commence in the summer of 2014-2015.

Carried

NOTE: Clr Bagge requested that her vote against the above motion be recorded.

ATTENDANCE: Robert Hutchinson, Reserves and Amenities Officer.

P.14/15.94 Rema Reserve – Tree Removal Request R510-009-R03-01

Robert Hutchinson, Reserves and Amenities Officer, reported that in 1995 Rema Reserve within the Leafmere subdivision was acquired by Council.

After the construction of houses in close proximity to the Reserve, residents have frequently complained about the gum trees.

Following high winds in March and further complaints from residents, staff instructed David James Tree Services to undertake a full risk assessment of the three gum trees using ISA Tree Risk Assessment

qualification. The report presented to staff was then peer reviewed by an Auckland arborist who confirmed the conclusions were correct.

The David James' report recommends removing tree number three.

The Committee supported the tree's removal.

It was proposed that the timber from the tree would be given to the Lions Club who gift it to the elderly and needy for firewood.

Clr Evans/The Mayor:

That the eucalyptus tree identified be removed and following removal a large specimen tree be planted as a replacement.

Carried

P.14/15.95 Horton Park – Tree Removal Request R510-009-H07-01

Council had received a request from the Horton Pavilion Committee to remove a large plane tree overhanging the Horton Park pavilion. Council approved, at its meeting on 26 June 2014, for staff to proceed with public notification of the tree's removal. Public comment was sought via newspaper advertising; no submissions were received.

The removal cost of \$6,820 (GST exclusive) would be shared 50/50 with the Pavilion Committee.

It was proposed that the majority of the timber from the tree would go to a cabinet maker for creating seating in Horton Park.

Clrs Evans/Andrews:

That the plane tree identified in the picture presented be removed and the cost of removal be shared 50/50.

Carried

P.14/15.96 Information Package -

The Information Package for the Assets and Services Committee dated 2 September 2014 and circulated separately was received and noted.

The meeting closed at 10.35 am.

Record No. 14183496