**Report and Minutes of a Meeting of the**
**ASSETS & SERVICES COMMITTEE**
**held in the Council Chambers, 15 Seymour Street, Blenheim**
**on THURSDAY, 31 JANUARY 2019 commencing at 1.30 pm**

## Present

Clrs T M Sloan (Chairperson), G I T Evans, J L Andrews, B G Dawson, M A Peters and Mayor J C Leggett

## Also Present

Clrs C J Brooks, J A Arbuckle, D D Oddie, N P Taylor, G A Hope (from 1.48pm) and T E Hook (from 3.25 pm)

## In Attendance

Mr Richard Coningham (Manager – Assets & Services Department) Jamie Lyall (Manager – Property and Community Facilities) and Nicole Chauval (Committee Secretary).

## Apologies

**Clrs Sloan/Evans:**
**That the apology for absence from Clr M J Fitzpatrick and Mr R Hunter (iwi representative) be received and sustained.**

**Carried**

# A&S-0119-229 Declaration of Interests -

No interests with items on the agenda were declared.

# A&S-0119-230 Financial Report for Period Ended 30 November 2018 F275-001-02

The Assets & Services Manager, Richard Coningham, presented the financial report for the Assets & Services Department for the year ended 30 November 2018. Members were advised that where possible accrual entries have been completed to account for November revenues and expenditures in that month. It was noted that generally year to date revenues and operating expenditures continue to be closely aligned to budgets, while capital expenditure variations are more widespread depending on progress with respective projects.

Mr Coningham updated members on the November activities and advised that a roading subsidy claim of $1.025M was lodged with NZ Transport Agency for November works, including $353,000 for emergency reinstatement. Development contributions and levies of $856,000 were received, primarily for Blenheim northwest extension zone ($432,723), Blenheim sewer ($196,619) and Blenheim water ($115,220). Trade waste charges of $550,000 were invoiced for the September quarter. Operational contract payments of $1.004 million were made, including waste management ($642,425) and community facilities ($240,320) activities. Capital expenditure of $2.3M was incurred for roads and footpaths ($738,510), sewerage ($237,837), water supply ($752,650) and community facilities ($444,903).

For the reporting period, departmental revenues were favourable to budget by $500,061, including: Development contributions & levies $524,085; Dump fees $291,299; Capital contributions (Awatere water / SVIS) $271,837; Property rentals $217,574; Connection charges $170,801; Sales $125,030; Parking leases $120,144; Backflow prevention charges $91,484; Grants (Flaxbourne Irrigation) ($153,028); Metered water sales ($501,856); Tradewaste charges ($618,196).

Operating expenditures were unfavourable to budget by $962,807, including: Emergency reinstatement ($1,538,713); Sealed pavement maintenance ($639,247); Materials ($163,896); Routine drainage maintenance ($143,440); Repairs & maintenance ($79,958); Contracts $71,192; Flood damage $104,167; Carriageway lighting (undergrounding Ōpaoa Bridge) $107,290; Structure maintenance $114,225; Reticulation maintenance $118,998; Treatment costs $124,125; Traffic services maintenance $139,995;

Personnel costs $188,033; Professional fees (includes climate change provision) $196,178; Interest payments $253,516.

The resulting year to date operating deficit of $1,134,207 is unfavourable to budget by $462,745.

The total budgeted capital expenditure for 2018/19, including carryovers and Council approved adjustments, is $94M with actual year to date expenditure of $14.2M (15%). Capital expenditure is mainly concentrated in the core activities of Water supply $26.3M (ytd actual $4.6M), Sewer $25.2M ($4.1M), Roading $20.7M ($3.0M), Community Facilities $9.9M ($1.9M), Flood Protection $5.9M ($0.5M), Stormwater $3.9M ($0.08M) and Waste Management $1.2M ($0.05M).

It was reported that the predicted end of year operating surplus is $678,159 less than budgeted, due to increased operating costs ($2,926,118), offset by increased revenues ($2,247,961). These variations are largely caused by increased emergency reinstatement works and related subsidy. The total forecast capital expenditure of $51M is $43M below budget. It was noted that a significant portion of this reduction is due to projects which have either been re-programmed or are behind schedule due to factors such as design and consenting. The Flaxbourne Irrigation Scheme is the largest example of this with approximately $11M being deferred from the current year.

Members were advised that Fulton Hogan were the successful tenderers for the new Renwick Reservoir, they are expected to take possession of the site in late February with completion likely to be July 2020.

The Operational Activity for the month of November was summarised in the report.

**Clrs Peters/Dawson:**
**That the financial report for the period ended 30 November 2018 be received.**

**Carried**

ATTENDANCE: Mr B Prideaux, Bike Walk Marlborough, was present for the following item.

## A&S-0119-231 Marlborough Walking and Cycling Strategy (2019-29) C230-001-B03

The report to Committee presented the findings from the public consultation of the Marlborough Walking and Cycling Strategy, and to sought approval to adopt the Marlborough Walking and Cycling Strategy (2019-29) document. *To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 1934325*).

It was noted that the Marlborough Walking and Cycling Strategy (2019-29) is a framework to increase walking and cycling participation and safety in the Marlborough District. The strategy contains network and action plans that identify existing and proposed facilities and projects that MDC will implement to expand the walking and cycling network.

It was reported that 35 submissions were received and these were collated with common themes summarized. The themes were presented and discussed with relevant Council departments, Marlborough Roads and Bike Walk Marlborough Trust with appropriate changes to the draft strategy document were made. Mr Prideaux noted that items will be further discussed and reviewed with Council departments to ensure the items are actioned appropriately. It was suggested that walking/cycling paths be considered for the Omaka development as currently there are none, Mr Prideaux agreed to investigate further.

It was noted that there are some minor material changes to the strategy document and this were detailed in the agenda item.

Members noted that the Taylor River is an extremely popular area for walking and cycling which continues to create some issues around etiquette between cyclists and walkers. Mr Prideaux advised that it is proposed that the path be widened to assist with people being able to pass each other safely particularly those with or in mobility devices. Mr Prideaux will work with Reserves to determine the most suitable way forward.

In response to a query on whether near misses/accidents on the Taylor River were recorded Mr Prideaux advised that the Bike/Walk Crash and Near Miss Report does record near misses/crashes but it is proposed that an amendment be made to include the Taylor River.

It was queried whether work had been done with regards to electric bikes particularly around their speed. Mr Prideaux noted that the group's current focus is to work with groups that use cycle ways to assist in encouraging courteous behaviour.

**Clrs Sloan/Andrews:**
**That Council adopts the Marlborough Walking and Cycling Strategy (2019-29).**

**Carried**

ATTENDANCE: Mr S Murrin, Journey Manager Marlborough Roads, was present for the following three items.

## A&S-0119-232 Regional Transport Committee (RTC)

**D050-001-R01**

The minutes of the Regional Transport Committee were presented for ratification by the Committee.

Mr Murrin advised that he will follow up on the letter to the NZ Transport Agency Board.

**Clrs Sloan/Evans:**
**That the Minutes of the Regional Transport Committee meeting held on 14 December 2018 be ratified.**

**Carried**

## A&S-0119-233 Marlborough Network Outcomes Contract (NOC) Tender

**R800-007-02**

The report to the Committee sought to advise members of the proposal and time frames for the tendering of the new Network Outcomes Contract (NOC) Road Maintenance Contract.

It was reported that the current NOC contract which was due to finish on 31 July 2019 has been extended to 30 September 2019 to ensure NZTA has sufficient time to tender a new contract.

Mr Murrin advised that the Marlborough Roads team together with the NZTA procurement team are currently completing the contract documentation and advertising for registrations of interest from contractors during the week commencing 21 January and close 14 May with the contract likely to be awarded by 1 July.

It was noted that a number of improvements have been proposed and these were detailed in the agenda item.

Mr Murrin noted that Council will be advised of the outcomes of the tender process. The Council will need to approve the contract before it is signed. The proposed term of the contract is five years plus another two as long as the contractor's performance is meeting requirements.

**Clrs Evans/Peters:**
**That the report be received.**

**Carried**

## A&S-0119-234 Cycle Safety at Alabama Road/Weld Street Roundabout

**R800-005-16**

The report to the Committee sought approval to proceed with safety improvements at the Weld Street/Alabama Road Roundabout. The Alabama Road/Weld Street Proposed roundabout Upgrade report was attached to the agenda for members' information.

It was noted that roundabouts are one of Marlborough's biggest safety concerns for cyclists at roundabouts and Via Strada were engaged to undertake a review of cycle crashes in Blenheim. It was found that the two highest crash locations were Maxwell Road/Seymour street roundabout and Weld Street/Alabama Road roundabout. Following the report and discussions between Bike Walk Marlborough, Council and Marlborough Roads staff, Via Strada were asked to look at an option to improve safety at the Weld Street/Alabama Road intersection. It was reported that the Weld Street/Alabama Road intersection was chosen as the roundabout is due for major maintenance.

In response to a query on the number of all crashes which involved cyclists Mr Murrin advised that he would circulate the information to Clr Evans following the meeting.

Mr Murrin noted the safety improvements proposed in the report are to increase both horizontal and vertical deflection through the roundabout to slow speeds. Changes are also proposed to reduce sight lines, as well as improvements to pedestrian access.

Members were advised that Marlborough Roads and Bike Walk Marlborough intend to use this site as a trial to see how effective the changes are on road safety and if successful it is proposed to roll out a similar design at other roundabouts that have safety issues.

Members were advised that there is funding within the Low Cost Low Risk (previously called Minor Safety) budget to implement the improvements

Mr Murrin reported that a detailed design will be completed before costs are quantified for this project.

**Clrs Sloan/Dawson:**
**That the safety improvements proposed in the Via Strada report be implemented at the Weld Street/Alabama Road intersection.**

**Carried**

ATTENDANCE: Mr G Dick, Council's Rivers and Drainage Engineering Manager, was present for the following item.

## A&S-0119-235 Dungeys Gully Flood Study R770-02-001

The report to the Committee presented the findings of a model study of the Dungeys Gully waterway and recommends that the extent of the waterway managed by Council is formally extended and upgrades completed.

Mr Dick advised that the purpose of the model study was to identify the capacity of the existing channel, what additional upgrades may be appropriate and potential flood breakout areas where new housing may not be appropriate.

The results of the study essentially confirmed the adequacy of the diversion/upgrade works completed downstream of Wither Road to enable the Oakwood Lane development with similar upgrade works proposed for upstream of Wither Road to the Lowther/Doherty boundary and then this section of channel being formally maintained by Council.

Members were advised that the next step to implement the project is to seek landowner support for the upgrades including formal maintenance access arrangements where appropriate.

Mr Dick noted that the upgrade works are currently not budgeted in the Rivers Section capital expenditure programme but the cost is likely to be less than $100,000.

**Clrs Peters/Evans:**
**That the Committee notes outcomes of the model study and supports in principle Council upgrading the channel up to the Lowther/Doherty boundary, and then maintaining into the future, and requests staff proceed with necessary landowner consultation and support for upgrade works before capital budget provision is considered at the next Annual Plan update.**

**Carried**

ATTENDANCE: Mr A McNeil, Council's Solid Waste Manager, was present for the following two items.

## A&S-0119-236 Waste Sorting Centre Opening Hours Review

**W300-005-001-08**

The report to the Committee provided an update on the utilisation of the opening hours at the waste sorting centre.

Prior to discussing the Waste Sorting Centre opening hours Mr McNeil provided a powerpoint presentation on the Waste Sorting Centre fire which occurred on 14 January 2019 *(presentation filed in CM Record No. 1934325*). Mr McNeil advised that a further update will be provided at the next Committee meeting.

Members advised that the Waste Sorting Centre (WSC) commenced operations in November 2016 with the opening hours set to match the landfill. It was noted that two years of data has been collected and this was detailed in the agenda item.

Mr McNeil advised members that reducing the Centre's opening hours by one hour a day Monday to Friday and half an hour on a Saturday would have a minimal disruption to site users based on current utilisation data.

It was noted that reduction would result in an estimated annual saving in the region of $114k (excluding GST). But any reduction to hours would be subject to contract agreement and notification to the community and is proposed to be implemented from 1 July 2019.

**Clrs Sloan/Dawson:**

1. **That the opening hours at the waste sorting centre, resource recovery centre, reuse centre and greenwaste acceptance facility be changed with effect from 1 July 2019 to:**
   - **(a) Monday to Friday 8.00 am till 4.30 pm**
   - **(b) Saturday 8.00 am till 4.00 pm**
   - **(c) Sunday would remain unaltered – 10.00 am till 4.00 pm**
2. **That the community are notified of these changes to the opening hours from March 2019 onwards.**

**Carried**

ATTENDANCE: Clr Brooks withdrew from the meeting at 2.41 pm.

## A&S-0119-237 Pyrolysis – Withdrawal from Heads of Agreement

**C315-16-116**

The report provided an update to the Committee on the Heads of Agreement between Council and Waste Transformation Limited regarding the proposed pyrolysis plant.

Mr McNeil noted that Council had entered into a Heads of Agreement (HoA) with Waste Transformation Limited (WTL), in order to facilitate the establishment and operation of a pyrolysis plant at the Bluegums landfill site. The HoA was contingent on a number of factors including the company obtaining appropriate resource consents and the plant being capable of receiving and processing mixed timber.

The company initially applied for resource consents based on processing mixed timber including Copper Chromium Arsenic (CCA) treated timber material. This application was subsequently withdrawn by the company in response to the submissions received through the resource consent notification process, in particular concerns about Arsenic.

It was noted that the removal of the CCA timber from the mixed timber feedstock, without modification to the original commercial terms between the parties, was not acceptable to Council with this position being conveyed to WTL.

Members were advised that subject to the completion of the consultation process and in the absence of a change in the parties positions arising from the consultation it is intended that the Council exercises its right to withdraw from the HoA which will bring the HoA to an end.

**Clrs Peters/Dawson**

1. **That the report be received and accepted.**
2. **That the HoA with Waste Transformation Limited (WTL) be confirmed as being at an end and therefore no longer in existence.**

**Carried**

ATTENDANCE: Mr B Paton, Council's Emergency Services Manager, was present for the following item.

## A&S-0119-238 Marlborough Civil Defence Emergency Management Co-ordinating Executive Group (CEG) E200-001-003-06

The minutes of the Marlborough Civil Defence Emergency Management Co-ordinating Executive Group (CEG) were presented for ratification by the Committee.

**Clrs Sloan/Evans:**
**That the Minutes of CEG meeting held on 26 September 2018 be ratified.**

**Carried**

ATTENDANCE: Mayor withdrew from the meeting at 2.55 pm.

ATTENDANCE: Ms R Blackburn, Council's Road Safety Co-ordinator, was present for the following item.

## A&S-0119-239 Community Driver Mentor Programme Vehicle R800-005-13

The report to the Committee sought consideration on the benefits of having a Community Driver Mentor Programme in Marlborough in support of the New Zealand Transport Agency's programme to improve road safety of young drivers.

Members were advised that the Transport Agency has agreed to allocate an additional $35,000 in the current financial year towards the development and delivery of a three year Driver Mentor Programme in Marlborough. It was noted that the Police have agreed to support road safety in Marlborough through providing a high standard driver mentor training for our at-risk young people.

Ms Blackburn advised members that it is proposed that a car is purchased from the additional funding provided from the Transport Agency. Members were advised that the Police are committed to ensuring the mentoring programme can be sustained and will manage the vehicle in terms of ensuring all servicing, insurances, warrant of fitness, and registration is kept up to date. The car will remain on Police property when not in use.

It was reported that administration and facilitation support will continue to be provided from Supporting Families Marlborough and Council's Road Safety officer.

**Clrs Sloan/Peters:**
**That Council agree to implement a Community Driver Mentor Programme in Marlborough for three years aimed at improving young driver road safety and purchase a vehicle to the value of $20,000 from the additional funding provided by the New Zealand Transport Agency.**

**Carried**

ATTENDANCE: Ms R Searle, Council's Projects/Contracts Manager, was present for the following two items.

## A&S-0119-240 Extension to the Emergency Operations Centre for Fire and Emergency NZ E200-001-008-01

The report provided an update to the Committee on the project to extend the Council owned Emergency Operations Centre (EMOC) building located at Wither Road, Blenheim to accommodate up to twelve Fire and emergency New Zealand (FENZ) staff.

Members were advised that as a result of the Fire and Emergency New Zealand legislation, FENZ will amalgamate fire and emergency personnel and increase their staff numbers in Marlborough. To better coordinate and respond to emergencies it is proposed that the new Marlborough FENZ organisation be located at the Council owned EMOC building in Wither Road and a building extension undertaken to meet their needs.

FENZ have agreed to fund the design and construction at an estimated cost of $275,000. A Licence to Occupy is being prepared between Council and FENZ property personnel.

**Clrs Sloan/Evans:**

1. **That the construction of an extension to the EMOC building to house FENZ personnel be approved.**
2. **That the funding arrangements set out below be approved:**
   - **(a) FENZ will pay construction and consultancy costs of approximately $275,000 for the proposed building extension (subject to tender).**
   - **(b) FENZ will enter into a License to Occupy agreement with Council for five years with three five year renewals.**
   - **(c) FENZ will contribute a fair and reasonable amount to the day to day operational costs for running the EMOC building.**

**Carried**

## A&S-0119-241 Update on Conversion of Blenheim CBD to Pay by Plate Parking C315-18-161

The report updated the Committee on the progress of the conversion of the Duncan parking meters to Pay by Plate and inform the Committee of the proposed locations of payment terminals.

Ms Searle noted that Stage 1 of the Pay by Plate roll-out in the CBD is in the planning stages and proposed payment terminal locations have been selected. These include terminals in streets which were not part of the original stage 1 area. The additional terminals will help to minimise the confusion which may arise if multiple parking systems are in use. Aerials identifying the proposed parking terminal locations were included with the agenda item for members' information.

Members were advised that four areas have been identified for a change in parking layout where either 120 minute parks will convert to loading zones or vice versa. The recommended changes are income neutral.

It is planned to start installation of the new terminals, street furniture and lighting after Easter 2019, being a quieter period and therefore less likely to cause disruption. The estimated cost of a staged roll-out is $320,000 which is within the available budget.

It was noted that to take account of the ageing population in Blenheim for who changes in technology may be a challenge a comprehensive communications plan will be developed along with a more face-to-face approach.

**Clrs Dawson/Andrews:**

1. **That the Committee approve the proposed locations of the new Pay by Plate Terminals as identified in Appendix 1.**

2. **That the Committee approve the expansion of Stage 1 to include Arthur and Charles Streets West and George Street and Market Street North funded from 2017/18 carry overs of $320,000.**

3. **That the Committee approve the following changes to on street parking in the CBD for which Marlborough Roads have raised no objections:**

   **(a) Convert 2 x 120 min parks at the western end of High Street to a loading zone.**

   **(b) Convert 2 x 120 min parks in Charles Street near Market Street to a loading zone.**

   **(c) Convert the Loading Zone in Queen Street (outside fire damaged building) to 2 x 120 min parks.**

   **(d) Convert 2 x 10 min parks (outside First National) near the corner of Queen and George Streets to 2 x 120 min parks.**

**Carried**

*Appendix 1*
Parking Terminal proposed locations

## Proposed locations of Pay by Plate parking payment terminals in CBD

MARLBOROUGH DISTRICT COUNCIL

### Map Legend

#### Restricted Parking

- Bicycle Stand
- Bus Stop
- Goods Vehicle Only Loading Zone
- Loading Zone
- Mobility Space
- Motorcycle Park
- Taxi Stand

#### On-street Parking

- Metered Car Park
- Non-metered Car Park
- Other Park Type
- Pay by Plate Payment terminal

#### Prohibited Parking Lines

- Prohibited Parking Line

# Proposed locations of Pay by Plate parking payment terminals in CBD

MARLBOROUGH DISTRICT COUNCIL

## Map Legend

### Restricted Parking

- Bicycle Stand
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### On-street Parking

- Metered Car Park
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- Other Park Type
- Pay by Plate Payment terminal

### Prohibited Parking Lines

- Prohibited Parking Line

ATTENDANCE Mayor Leggett and Clr Hook joined meeting at 3.25pm

ATTENDANCE: Ms L Craighead, Council's Reserves and Amenities Planner, was present for the following item.

## A&S-0119-242 Cemetery Fees R520-001-024-01

Ms Craighead advised that following on from a report to the Assets & Services Committee in November 2018 where it was decided "that cemetery fees across Marlborough District Council administered cemeteries be considered to be increased to enable a recovery of up to 50% of total cemetery costs from user charges", the report to the Committee set out a proposed fee schedule for Councillors consideration based on a 50% recovery from user charges.

Members were advised that a review of fees associated with the management and administration of the Council's cemeteries has been undertaken. It was noted that adjustments have initially been made to the current fee schedule to bring this into line with CPI changes for the period December 2016 to September 2018. A further adjustment to the schedule has then been made to reflect Council's decision to increasing fees to enable a recovery of up to 50% of total cemetery costs from user charges. The proposed fee schedule which includes the CPI adjusted fee and also the proposed fee was attached to the agenda item for members' information.

It was noted that a range of changes to the schedule have also been proposed including the streamlining of how the schedule will appear on the Council's website, standardising fees across all cemeteries.

There was general discussion on whether the revised fee schedule be consulted on through the Annual Plan process. Clr Brooks noted that cemeteries are a community asset not unlike reserves and open spaces and should therefore be a community decision. Clr Taylor noted that ~~being fully ratepayer funded~~ [retaining the status quo of funding] would ensure the quality and long term future of all cemeteries. [amended at the Council meeting on 28 February 2019]

It was noted that there are no other specific topics being consulted and that a separate consultation process should be undertaken with submitters appearing before a hearings panel to speak to their submission.

The following motion was put to the vote.

**Clrs Evans/Andrews:**
**That the proposed schedule of fees associated with the administration and management of the Council's cemetery activities, and as set out in Appendix A of this report, be approved for the purposes of consultation with the community at the annual plan process.**

**Lost**

The following amended motion was then put to the vote.

**Clrs Dawson/Peters:**
**That the proposed schedule of fees associated with the administration and management of the Council's cemetery activities, and as set out in Appendix A of this report, be approved for the purposes of consultation with the community.**

**Carried**

## Appendix A – Proposed fee schedule

## Important notes

1. Centenarians are exempt from plot fees.

2. Fees for the purchase of an exclusive right of burial or ashes plot ahead of the time the plot is needed are the same as those for a plot purchase as set out in the table below.

3. For children buried in adult area, full fees apply.

4. Second interment fee applies to conventional burials only.

5. Non-standard interments or extraordinary works required as part of the interment process may incur additional charges on a time and materials basis. Please check with the Council.

6. All Council cemeteries are closed to funeral services on Saturday afternoons (after 1.00 pm), Sundays and public holidays as they fall.

7. An additional 'out of district' fee applies to any person who has not resided in the Marlborough district for a period of three months or more any time during their life.

| | Cemetery | CPI Adjusted Fee | Proposed Fee |
|---|---|---|---|
| **Natural burial** | | | |
| Burial plot | Fairhall only | $1,582 | $3,010 |
| Burial interment | Fairhall only | $541 | $1,030 |
| **Interment** | | | |
| Burial interment: adult | All cemeteries | $724 | $1,380 |
| Burial interment: under 15 | All cemeteries | $465 | $890 |
| Burial interment: 12 months and over to 5 | All cemeteries | - | $375 |
| Burial interment: Under 12 months and stillborn | All cemeteries | | No charge |
| Ashes interment | All cemeteries | $142 | $280 |
| **Plot** | | | |
| Burial plot: adult | All cemeteries | $1,125 | $2,140 |
| | RSA members in RSA areas at Fairhall, Picton, Havelock, Seddon, Rai Valley | No charge | No charge |
| Burial plot: under 15 | All cemeteries | $661 | $1,260 |
| Burial plot: 12 months to 5 | All cemeteries | - | $600 |
| Burial plot: Under 12 months | All cemeteries | - | No charge |
| Ashes beam, wall or plot: all ages | Havelock, Seddon, Omaka, Tuamarina, Fairhall, Picton, Rai | $511 | $970 |

| | Cemetery | CPI Adjusted Fee | Proposed Fee |
|---|---|---|---|
| | Valley, Ward (once put in place) | | |
| Memorial Wall - plaque space | Fairhall and Picton | $212 | $410 |
| Children's Memorial Ashes Garden | Fairhall | $284 | $540 |
| Dis-interment of ashes (base fee - final costs based on contractor's charges) | All cemeteries | $142 | $280 |
| Dis-interment of burial (base fee - final costs based on contractor's charges) | All cemeteries | - | $2,000 |
| **Other charges** | | | |
| Exclusive right of burial administration fee | | $30 | $30 |
| Transfer of exclusive right of burial administration fee | | - | $30 |
| Additional fee for burials on Saturday morning | | $384 | $705 |
| Additional fee for graveside services at which attendees remain on site after 4pm on weekdays or after 1pm Saturdays | | $384 | $705 |
| Genealogy search or other enquiry fee (first half hour free) | | | CSO charge out rate |
| Additional fee for out of district interment (burial) | | $606 | $1,150 |
| Additional fee for out of district interment (ashes) | | $330 | $630 |
| Concrete cutting when required | | - | Actual cost |

**Carried**

## A&S-0119-243 Information Package -

**Clrs Sloan/Evans:**
**That the Assets and Services Information Package dated 31 January 2019 be received and noted.**

**Carried**

The meeting closed at 3.40 pm.

Record No. 1936907