

MARLBOROUGH DISTRICT COUNCIL
15 SEYMOUR STREET
PO BOX 443, BLENHEIM 7240
NEW ZEALAND

TELEPHONE (0064) 3 520 7400
FACSIMILE (0064) 3 520 7496
EMAIL mdc@marlborough.govt.nz
WEB www.marlborough.govt.nz



**MARLBOROUGH
DISTRICT COUNCIL**



Only Marlborough

19 August 2022

Record No: 22166363
File Ref: D050-001-A03
Ask For: Nicole Chauval

Notice of Committee Meeting – Thursday, 25 August 2022

A meeting of the Assets & Services Committee will be held in the Scenic Hotel, Marlborough Room, 65 Alfred Street, Blenheim on **Thursday, 25 August 2022 commencing at 9.00 am.**

BUSINESS

As per Agenda attached.

**MARK WHEELER
CHIEF EXECUTIVE**



**Meeting of the
ASSETS AND SERVICES COMMITTEE
to be held in the in the Scenic Hotel, Marlborough Room, 65 Alfred Street, Blenheim on
THURSDAY, 25 AUGUST 2022 commencing at 9.00 am**

Committee

Clr N P Taylor (Chairperson)
Clr M J Fitzpatrick (Deputy)
Clr J L Andrews
Clr C J Brooks
Clr B G Dawson
Clr F D Maher
Clr M A Peters
Mayor J C Leggett
Mr R Hunter (iwi representative)

Departmental Head

Richard Coningham, (Manager, Assets & Services) and Jamie Lyall
(Manager, Property & Community Facilities)

Staff

Nicole Chauval (Committee Secretary)

In Public

Page

1.	Apologies	1
2.	Declaration of Interests	1
3.	Whale Trail Project Update – August 2022	2
4.	Interim Financial Report for the year to 30 June 2022	3
5.	Budget Carryovers.....	13
6.	Oxford Street Picton Intersection - Heavy Traffic Control	18
7.	Picton Truck Parking	22
8.	Adoption of a Road Stopping Policy – Decision.....	25
9.	Out of District Water Connection and Wastewater Connection application for 40 Waters Avenue	31
10.	Responsible Camping – Ranger Monitoring	36
11.	Request to Hold an Event Churchill Glade, Pollard Park.....	39
12.	A&P Park Sheep Pavilion - Funding Request	41
13.	Wither Hills Farm Park – Mountain Bike Event Hub and Skills Area	45
14.	Information Package.....	64
15.	Decision to Conduct Business with the Public Excluded	65

Public Excluded

16.	Tender	66
-----	--------------	----

1. Apologies

No apologies received.

2. Declaration of Interests

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

3. Whale Trail Project Update – August 2022

(The Chair)

C230-001-C02

1. Members of the Whale Trail will provide a presentation updating members on the progress to date.
(15 mins)
-

RECOMMENDATION

That the information be received.

4. Interim Financial Report for the year to 30 June 2022

(Clr Peters) (Report prepared by David Craig)

F275-001-02

Purpose of Report

1. To present the Interim Financial Report for the Assets and Services and Community Facilities (including Parking) Departments for the year to 30 June 2022.

Executive Summary

2. The Financial Report for the Assets & Services and Community Facilities (including Parking) Departments from 1 July 2021 to 30 June 2022 is presented below.

Revenue and Operational Expenditure

1 July to 30 June			
(in millions)	Actual	Budget	
Surplus/Deficit	\$22.3	\$13.6	✓ \$ 8.7
Income	\$143.7	\$99.4	✓ \$ 44.3
Expenditure	\$121.4	\$85.8	✗ \$35.6

Major variances between year to date actual and budget:

- Roading emergency reinstatement costs following the July 2021 storm event are above budget by \$34.1M and are offset by increased operational roading subsidies of \$33.1M.
- Other flood damage repair costs of \$2.0M have been incurred to date, mainly within the Flood Protection Activity, and will be subject to an insurance claim (an advance of \$0.5M has been received from LAPP). Any resulting shortfall will be funded from Emergency Reserves. There are associated savings of \$0.5M in minor works contracts within the Flood Protection Activity.
- Roading subsidy for capital expenditure is below budget by \$2.1M due to challenges in resourcing the renewals programme in addition to emergency works.
- Network and Asset Management costs are unfavourable to budget by \$0.5M, following the allocation of \$1.3M to roading renewal activities.
- Metered water sales are unfavourable to budget by \$457k due to high rainfall impacting SVIS irrigation sales and reductions in Havelock and Renwick water usage following the introduction of water meters.
- Development contributions (\$0.9M) and Reserve fund contributions (\$0.95M) are both favourable to budget because of levies charged for the latest stages of the Rose Manor, Wai Iti and Patchett Way subdivisions and Duncannon worker accommodation.
- Vested assets are favourable to budget by \$8.9M. Accounting entries have been completed for vested assets of \$10.01 million including stages 7C-E and 8A of the Rose Manor development, Westwood stage 2, Wai Iti stage 1 and Patchett Way subdivisions.
- Trade waste revenue is unfavourable to budget by \$1.04M. Charges are based on the volume of water used through the metered connections of commercial and industrial properties that have a sewer flow greater than the average domestic property.
- Dump fee revenue is favourable to budget by \$1.14M reflecting the fee increase implemented to recover the \$10 per tonne Waste Levy increase imposed by Central Government. The associated Waste Levy payments are unfavourable to budget by \$633k.
- The Regional Landfill ETS obligation is unfavourable to budget by \$856k due to the increased NZ Unit (Carbon Credit) pricing.

- Grant income from Central Government is favourable to budget by \$1.81M, including Three Waters Stimulus Funding (\$5.01M), Provincial Growth Fund (Upper Conders/SVIS capital upgrade \$1.2M) and Tourism Infrastructure Funding (Public Conveniences \$568k).
- Grant expenditure is favourable to budget by \$838k including Marlborough Kaikoura Trail Trust (MKTT) \$639k and Marlborough Equestrian Park \$294k. Approval has been given to make quarterly advance payments to MKTT for Whale Trail funding and work on the Wairau bridge clip on cycle lanes is nearing completion.
- Additional information is given on variances at an activity level later in the report.

Capital Expenditure

1 July to 30 June

(in millions)	Actual	Budget	
Capex	\$64.9	\$108.8	✘ \$43.9

Council has funded a budget of \$55.2M for capital expenditure in the 2021-31 Long Term Plan. The total programmed work for the year is \$108.8M (including \$53.6M of carryovers from previous financial years). This ensures multiple projects can be kept on the go.

The total actual capital expenditure of \$64.9M is 117% of the funded amount or 60% of programmed works. This is slightly less than last years' capital expenditure total of \$65.6M.

Capital expenditure by Significant Activity, includes:

Activity	Actual \$M
Roads and Footpaths	14.74
Flood Protection	4.15
Wastewater	23.72
Stormwater	4.53
Water	10.21
Community Facilities	7.56

Vested assets of \$10.01M are spread through the Roding, Three Waters and Community Facilities activities.

RECOMMENDATION

That the financial report for the period ended 30 June 2022 be received.

Background/Context

3. Below is the Interim Financial Report for the Assets & Services and Community Facilities (including Parking) Departments, for the annual period ended 30 June 2022.
4. Entries have been completed to account for June revenues and expenditures in that month, including outstanding retention values of \$1.99M for 40 separate construction contracts.
5. It should be noted that year end funding of individual activities is 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 and depreciation charges to be applied.
6. All figures are rounded to the nearest thousand unless otherwise stated.

7. The use of ✖ or ✔ is challenging for capital expenditure. Normally if you are over budget, it is not good, so should get a ✖. Equally if you are tracking well behind/under budget that is also not good. As a result, for capital expenditure a ✔ is for within -10%/+5% and anything outside that range being a ✖.

Financial Report by Significant Activity

8. Community Facilities

Revenue and Operating Expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Surplus/Deficit	\$2,702	-\$258	✔	\$2,960
Revenue	\$17,089	\$15,103	✔	\$1,986
Expenditure	\$14,387	\$15,361	✔	-\$974

The favourable revenue variance of \$1.986M or 13% is due to capital contributions (Linkwater Hall) \$191k, development contributions \$236k, government grants (Tourism Infrastructure Funding) \$568k and reserve fund contributions \$947k levied on the latest stages of the Rose Manor, Wai Iiti and Patchett Way subdivisions and Duncannon worker accommodation.

The favourable operating expenditure variance of \$974k or 6% is due to consultancy \$111k, contracts \$528k, grants (Whale Trail and Equestrian Park) \$818k, repairs & maintenance \$166k and interest \$87k; offset by unfavourable monitoring expenses (freedom camping) \$81k, depreciation \$64k, internal costs and recoveries \$376k and unbudgeted flood damage repairs \$143k.

Capital expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Capex	\$7,564	\$10,600	✖	-\$3,036

We have achieved 71% of programmed works or 107% of the \$7.093 million approved in the Annual Plan (i.e., excluding carryovers). This is due to lower than budgeted expenditure in cemeteries \$326k, public conveniences \$1.354M, reserves \$1.168M and swimming pools \$260k; offset by higher expenditure in halls (Linkwater) \$177k and heritage (Renwick Museum) \$130k.

The major projects within the Community Facilities programme are the Lansdowne Park sports hub \$1.439M, Linkwater Hall upgrade \$497k, Neil Street upgrade (reserves component) \$304k and Rai Valley village green toilets \$567k.

Other higher value projects which have progressed to date include Collins Memorial toilet \$399k, Horton Pavilion strengthening \$232k, Moutere Rugby Clubroom upgrade \$350k, Okiwi Bay toilet \$225k and Taylor Dam toilet \$234k.

**Direct Management
Revenue and Operating Expenditure**

1 July to 30 June

(in thousands)	Actual	Budget		
Surplus/Deficit	-\$27	-\$432	✓	\$405
Revenue	\$306	\$250	✓	\$56
Expenditure	\$333	\$682	✓	-\$350

Favourable revenue of \$56k or 22% is due to Depot rental \$36k and miscellaneous revenue \$14k.

The favourable operating expenditure of \$350k or 51% is due to professional fees (climate change provision) \$479k, conferences, travel & accommodation \$64k and internal costs & recoveries \$232k; offset by unfavourable personnel costs \$58k, consultancy \$47k, fees & charges \$40k, legal costs (responsible camping bylaw review) \$120k and monitoring software \$64.

Capital expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Capex	\$50	\$0	✗	\$50

Capital expenditure is above budget by \$50k due to the purchase of former lease vehicle \$39k and equipment \$11k.

9. Emergency Management

Revenue and Operating Expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Surplus/Deficit	-\$24	\$0	✗	-\$24
Revenue	\$1,024	\$732	✓	\$293
Expenditure	\$1,049	\$732	✗	\$317

The favourable revenue variance of \$293k or 40% is due to subsidies on flood response and welfare costs \$298k, offset by unfavourable rentals \$18k.

The unfavourable operating expenditure of \$317k or 43% is due to the flood response and welfare costs \$353k; offset by favourable personnel costs \$32k and contributions \$30k.

Capital expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Capex	\$11	\$9	✗	\$2

Capital expenditure is above budget by \$2k due to additional tables required for Emergency Operation Centre.

10. Roads and Footpaths

Revenue and Operating Expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Surplus/Deficit	\$1,972	\$414	✓	\$1,557
Revenue	\$60,494	\$24,345	✓	\$36,149
Expenditure	\$58,523	\$23,931	✗	\$34,592

The \$36.1M or 148% favourable variance in the Roothing and Footpath revenue is due to increased roading subsidy on emergency reinstatement works of \$32.8M. An enhanced Financial Assistance Rate [FAR] of 95% has been approved for the second phase of recovery works up to a total cost of \$85.3M. Reinstatement works are expected to continue through to 30 June 2023.

Roothing subsidy for capital expenditure is below budget by \$2.1M due to challenges in resourcing the renewals programme in conjunction with emergency works.

Capital contributions are unfavourable to budget by \$150k due to Ugbrooke Road seal extension works being deferred to 2022-23.

Development contributions are favourable by \$960k through levies on subdivisional development.

Vested assets are favourable by \$4.637M from the Rose Manor, Westwood stage 2, Wai Iti stage 1 and Patchett Way developments.

The unfavourable year to date expenditure variance of \$34.6M or 145% is primarily due to the abovementioned emergency reinstatement costs, which are above budget by \$34.1M.

Network and Asset Management costs are also above budget by \$508k. This is the Waka Kotahi NZTA work category which provides for the general management and control of the road network and management of road assets. This encapsulates professional services and Council has allocated 60% of this cost to roading renewal activities.

Capital expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Capex	\$14,740	\$22,090	✗	-\$7,350

We have achieved 67% of programmed works or 87% of the \$17.003M approved in the Annual Plan. The bulk of the capital (renewals) programme is below budget due to challenges in resourcing this work in addition to emergency works. There are favourable variances in bridge renewals \$300k, drainage renewals \$345k, footpath renewals \$185k, minor improvements \$2.731M, pavement rehabilitation \$326k, sealed road resurfacing \$872k and unsealed road metalling \$723k, while traffic islands (Burleigh roundabout) are above budget by \$516k.

As we are in the first year of the 2021-24 National Land Transport Programme (NLTP) it is possible to carryover any surplus budgets to next year. This has been requested in the separate carryover agenda item.

Other activities which are behind budget include the Northwest Blenheim extension zone \$2.964M Blenheim CBD works \$1.670M, small township upgrades \$1.432M and roading related works (including cycle facilities, kerb & channel, signage, and seal extension) \$1.406M.

The second instalment payment of \$645k has been made for Westwood Roads. The final payment of \$200k is due in 2022-23.

Vested assets are ahead of budget by \$4.637M.

11. Parking

Revenue and Operating Expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Surplus/Deficit	\$164	\$250	✘	-\$85
Revenue	\$1,913	\$1,987	✘	-\$74
Expenditure	\$1,749	\$1,738	✘	\$11

The unfavourable revenue variance of \$74k or 4% is due to infringements \$15k, parking collections \$40k and parking leases \$33k; offset by favourable legal fees recovered \$18k.

Expenditure is unfavourable to budget by \$11k or 1% due to legal fees (lodging fines at Court) \$55k, levy payments (to Police for stationary vehicle offences) \$117k and loss on sales/disposals of fixed assets (Alfred St carpark building) \$18k; offset by favourable contracts \$31k, lease costs \$26k and repairs & maintenance \$97k.

Capital expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Capex	\$151	\$527	✘	-\$376

Capital expenditure is behind budget by \$376k with 29% of programmed works being completed. The new parking systems and security upgrades to the Alfred St carpark building are finished, with year-to-date costs of \$151k. A further \$300k had been allocated to resurfacing of various carparks, but these works have now been deferred to 2022-23.

12. Flood Protection

1 July to 30 June

(in thousands)	Actual	Budget		
Surplus/Deficit	\$3,555	\$4,777	✘	-\$1,221
Revenue	\$10,881	\$10,620	✔	\$261
Expenditure	\$7,326	\$5,844	✘	\$1,482

Revenue and operating expenditure

The favourable revenue variance of \$261k or 2% is due to gravel extraction \$111k, insurance advance for flood damage repairs \$500k, sales (forestry) \$35k, property rentals \$94k and disbursement recoveries \$23k; offset by unfavourable grants (Provincial Growth Fund) for the Southern Valleys and Upper Conders upgrade \$520k (timing).

The unfavourable operating expenditure variance of \$1.482M or 25% is driven by flood damage repairs of \$1.746M, consultancy \$31k, power \$35k and internal costs and recoveries \$265k; offset by favourable contracts \$20k, minor contract works \$514k, projects \$40k, repairs & maintenance \$70k and interest costs \$86k.

Capital expenditure

1 July to 30 June				
(in thousands)	Actual	Budget		
Capex	\$4,145	\$9,742	✘	-\$5,597

We have achieved 43% of programmed works or 77% of the \$5.360M approved in the Annual Plan. Flood protection improvement works are generally behind budget, due to the focus on flood damage repairs. Favourable variances include pump stations \$271k, rock and gabion protection \$319k, stop banks \$2.863M and drainage channels \$1.729M.

Replacement of the Wither Hills farm woolshed (\$310k) has been deferred indefinitely. Other low priority minor capital works have also been deferred for the short term in favour of completing urgent flood damage repairs.

Major projects which are continuing include the SVIS/Upper Conders stop bank upgrade (2021-22 budget \$2.2M, actual \$2.064M), Lower Wairau River protection works (\$2.7M, actual \$407k) and Town Branch Drain upgrades downstream of Easthaven development (\$1.6M, actual \$351k, including land purchase).

A further \$192k has been expended on stop bank upgrades on the Taylor River.

Land purchases are favourable to budget by \$95k. Title has issued for the land acquisition at the Pukaka Quarry and purchase costs of \$865k have now been recognised. An additional \$49k has been spent to date on the new haul road extension. These works will continue in 2022-23 to provide access to the expansion area.

13. Wastewater

Revenue and Operating Expenditure

1 July to 30 June				
(in thousands)	Actual	Budget		
Surplus/Deficit	\$4,788	\$4,119	✓	\$669
Revenue	\$16,728	\$16,252	✓	\$477
Expenditure	\$11,941	\$12,133	✓	-\$192

Revenue has a favourable variance of \$477k or 3%. This is due to connection charges \$84k, miscellaneous revenue (disposal of winery liquid waste at treatment ponds) \$113k and vested assets \$1.729M; offset by unfavourable capital grants (Three Waters Stimulus Funding) \$153k, development contributions \$268k and trade waste charges \$1.040M.

Trade waste charges are applied to those commercial or industrial properties that are likely to have a sewer flow greater than the average domestic property. This flow is calculated based on the volume of water used through the metered connection to the property. Current year charges are marginally higher than for the comparative period last year.

Operating expenditure has a favourable variance of \$192k or 2% due to insurance \$27k, grinder pump maintenance \$27k, reticulation maintenance \$206k and depreciation \$415k; offset by unfavourable pump stations \$97k, treatment \$264k, internal costs and recoveries \$44k and interest \$60k.

Treatment costs include \$423k for silt removal-sandbar dredging at the Blenheim sewer treatment plant outfall pipe. This project was eligible for and received Three Waters Stimulus Funding.

Capital Expenditure

1 July to 30 June				
(in thousands)	Actual	Budget		
Capex	\$23,723	\$27,773	✘	-\$4,051

We have achieved 85% of programmed works or 248% of the \$9.579M approved in the annual plan. Pump stations \$9.962M and treatment \$1.607M are behind programme, while pipelines are ahead of budget by \$5.924M.

The \$13.7M Blenheim wastewater network upgrade project has achieved practical completion with year-to-date expenditure of \$9.503M. This project provides for future residential growth of 700 homes.

The \$3.4M upgrades to Muller Road sewer, stormwater and water mains have been completed with \$737k spent year to date on the sewer pipeline component. Final claims are still pending.

The relining of earthenware wastewater pipes in Blenheim is progressing well with \$3.793M expended year-to-date.

Upgrades to the Blenheim domestic and industrial treatment ponds at Hardings Road have cost \$6.060M to date, including additional aerators, waveband repairs, sludge management and the septage receival facility. Further works to increase treatment capacity are also underway.

Year-to-date expenditure for stage 4B of Picton sewerage upgrades is \$1.076M, Seddon wastewater treatment \$198k and Fearon Street pipeline renewal \$165k.

Vested assets are ahead of budget by \$1.729M.

14. Stormwater

Revenue and Operating Expenditure

1 July to 30 June				
(in thousands)	Actual	Budget		
Surplus/Deficit	\$2,989	\$1,127	✓	\$1,862
Revenue	\$5,404	\$3,596	✓	\$1,808
Expenditure	\$2,415	\$2,469	✓	-\$54

Revenue has a favourable variance of \$1.808M or 50% due to grants (Three Waters Stimulus Funding) \$130k, connection charges \$20k and vested assets \$1.952M. These are offset by an unfavourable year-to-date variance for development contributions \$296k.

Operating expenditure is favourable to budget by \$54k or 2%. Favourable reticulation maintenance of \$65k and depreciation \$17k are offset by unfavourable pump stations \$19k and internal costs & recoveries \$13k.

Capital expenditure

1 July to 30 June				
(in thousands)	Actual	Budget		
Capex	\$4,525	\$3,728	✓	\$797

We have achieved 121% of programmed works or 141% of the \$3,214 approved in the Annual Plan.

Year to date expenditure includes \$1.895M for Muller Road stormwater renewal and \$227k for Neil St, Havelock stormwater pipeline.

Pipeline renewals \$2.291M and pump stations \$250k are behind programme, while connections \$86k, pipeline additions \$1.301M and vested assets \$1.952M are ahead of budget.

15. Waste management

Revenue and Operating Expenditure

1 July to 30 June				
(in thousands)	Actual	Budget		
Surplus/Deficit	\$840	\$1,228	✗	-\$389
Revenue	\$13,595	\$12,136	✓	\$1,459
Expenditure	\$12,754	\$10,907	✗	\$1,847

Revenue has a favourable variance of \$1.459M or 12% due to dump fees \$1.142M, grants \$128k rates & charges \$161k and sales \$35k all being above budget.

Operating expenditure has an unfavourable variance of \$1.847M or 17%. This is due to unfavourable contracts (additional waste processing) \$464k, fees & charges \$61k, flood damage \$86k (transfer station repairs \$19k and flood generated waste disposal \$67k), landfill ETS obligation (increase in NZ Unit pricing) \$856k, legal fees (review new contract documentation) \$45k and waste levy payment (increase in government levy from \$10 to \$20 per tonne) \$633k, repairs & maintenance \$27k and internal costs and recoveries \$27k; offset by favourable consultancy & professional fees \$19k, general expenses \$39k, monitoring \$21k and depreciation \$274k.

Capital Expenditure

1 July to 30 June				
(in thousands)	Actual	Budget		
Capex	-\$214	\$3,280	✗	-\$3,494

We have achieved 34% of programmed works or 53% of the \$2,130 approved in the annual plan (excluding impacts of NZ Units disposal).

Construction costs for the Regional Landfill are \$792k. Stage 8 works (\$600k) are complete and \$108k has been expended on extensions to the landfill gas system. Design of stage 9 is underway (\$83k) with construction starting in October 2022. Construction costs are split over two years.

Weighbridge installations are budgeted (\$600k) at the Resource Recovery Centre and the Green Waste facility. Year-to-date costs of \$340k have been incurred. A carryover has been requested to complete works in 2022-23.

Capital expenditure is offset by the surrender (disposal) of NZ Units (carbon credits) \$1.345M to meet our obligations under the Emissions Trading Scheme (ETS).

16. Water supply

Revenue and Operating Expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Surplus/Deficit	\$5,355	\$2,423	✓	\$2,932
Revenue	\$16,270	\$14,411	✓	\$1,858
Expenditure	\$10,915	\$11,989	✓	-\$1,074

Revenue has an overall favourable variance of \$1.858M or 13% due to government grants (Three Waters Stimulus Funding) \$1.449M, backflow prevention charges \$91k, connection charges \$117k, development contributions \$270k and vested assets \$554k. This is offset by unfavourable variances for capital contributions \$45k, metered water sales \$457k, rates & charges \$104k and sales \$20k.

Expenditure has a favourable variance of \$1.074M or 9%. This is due to general expenses \$172k, grants for remission \$30k, insurances \$85k, meter maintenance & reading \$14k, pump stations \$114k, reticulation maintenance \$159k, treatment \$358k, depreciation \$253k and interest \$72k. These are offset by unfavourable backflow prevention costs of \$107k and internal costs & recoveries \$47k.

Capital Expenditure

1 July to 30 June

(in thousands)	Actual	Budget		
Capex	\$10,207	\$30,901	✗	-\$20,694

We have achieved 33% of programmed works or 96% of the \$10,621 approved in the Annual Plan. This is due to variances in the additions of pump stations (Picton/SVIS) \$1.316M, Flaxbourne irrigation scheme \$10.787M, reservoirs (Havelock and Lions Back) \$2.729M and treatment plants (Havelock, Renwick, Riverlands and Wairau Valley) \$7.716M all being behind schedule.

Vested assets are ahead of budget by \$554k.

The higher cost projects progressed to date include Awatere water main renewals \$479k, Muller Road water main renewal \$452k, Havelock water reservoir \$502k, Picton water pressure reducing zones \$100k, Koromiko water pipeline \$1.714M, Renwick AC water pipeline replacements \$2.591M, Conders Bend pipeline \$408k, Renwick water treatment plant \$537k, Riverlands water treatment plant \$117k and Wairau Valley Water Treatment Plant \$673k.

Title has now issued for additional land required for the Renwick Water Treatment Plant site and purchase costs of \$545k have been recognised.

Author	David Craig, Management Accountant – Operations
Authoriser	Richard Coningham, Assets and Services Manager and Jamie Lyall, Property and Community Facilities Manager

5. Budget Carryovers

(Clr Peters) (Report prepared by David Craig)

F275-001-02

Purpose of Report

1. The purpose of this report is to present the 2021/22 departmental carryovers for approval.

RECOMMENDATION

That the 2022/23 budgets be amended to incorporate the 2021/22 carryovers.

Background/Context

2. A number of works scheduled for completion in 2021/22 did not proceed (or were not completed) for a variety of reasons.
3. Details of these works are recorded on the attached schedule.
4. Projects are grouped and sub-totalled by Activity, as follows:

Activity	Amount
Direct Management	\$505,593
Community Facilities	\$4,978,738
Parking	\$375,000
Plant	\$10,000
Roads and Footpaths	\$8,930,604
Sewer	\$3,867,698
Stormwater	\$631,503
Water	\$7,858,548
Waste Management	\$645,717
Flood Protection	\$3,228,500
TOTAL	\$31,031,901

5. Since funding for these works was determined in the 2021/22 Annual Plan it is now necessary to amend the 2022/23 budgets to reflect these 'carryovers'.
6. There is no additional rating impact arising from the 'carryover' action.

Attachment

Attachment 1 – Carryover Schedule

Pages [14]

Author	David Craig, Management Accountant - Operations
Authorisers	Richard Coningham, Manager Assets and Services and Jamie Lyall, Property & Community Facilities Manager

Attachment 1

REQUESTS FOR 2021-22 BUDGET CARRYOVERS TO 2022-23				
<i>Unit</i>	<i>Item</i>	<i>Narrative</i>	<i>Type</i>	<i>Carryover Request</i>
Assets + Services Management				
DM: Assets + Services Management	Consultancy	Renwick Cycle Trail easements	Operating	12,500
DM: Assets + Services Management	Professional Fees	Climate Change provision	Operating	433,093
DM: Works Ops Depot	Additions: Other buildings + Structures	Additional bunker storage to replace delapidated shed on George Conroy Drive	Capital	60,000
				505,593
Community Facilities				
Halls: Other (gp 3)	Repairs + Maintenance	Roofing repairs - Wairau Valley hall	Operating	27,160
Cemeteries: Picton	Additions: Other buildings + Structures	Restore across cemeteries underway	Capital	296,530
Cemeteries: Omaka	Additions: Other buildings + Structures	Carpark seal to fin. project	Capital	49,000
Cemeteries: Awatere	Additions: Other buildings + Structures	RSA area works	Capital	10,000
Cemeteries: Flaxbourne	Additions: Other buildings + Structures	Interpretative works underway	Capital	2,000
Cemeteries: Tuamarina	Additions: Other buildings + Structures	New beams	Capital	26,000
Public Conveniences: Blenheim	Additions: Permanent material buildings	Toilet projects 2018 A&S paper	Capital	1,074,500
Public Conveniences: Other	Additions: Permanent material buildings	Elterwater underway	Capital	30,000
Public Conveniences: Rural	Additions: Permanent material buildings	Completion of capex underway	Capital	301,600
Public Conveniences: Picton	Additions: Permanent material buildings	Collins finishing off	Capital	23,000
Public Conveniences: Renwick	Additions: Permanent material buildings	Dog park and Uxbridge Renwick	Capital	438,600
Public Conveniences: Flaxbourne	Additions: Permanent material buildings	Complete Elterwater	Capital	38,130
Memorials: Other	Repairs + Maintenance	Repairs to Torea Saddle Memorial and other	Operating	1,500
Memorials: Other	Additions: Other buildings + Structures	Waharoa at Seymour, repairs to Picton Foreshore Pou	Capital	15,000
Memorials: Rural	Repairs + Maintenance	Repairs to Rutherford /Pickering Memorial	Operating	12,000
Memorials: Renwick	Additions: Land	Purchase of land next to memorial	Capital	120,000
Memorials: War Memorial - Clock	Additions: Other buildings + Structures	Automate clock	Capital	100,000
Memorials: War Memorial Fountain	Repairs + Maintenance	Painting of fountain	Operating	11,800
Swimming Pools: Picton	Additions: Other buildings + Structures	Pool pump replacement	Capital	30,000
Swimming Pools: Seddon (Awatere)	Additions: Permanent material buildings	Replacement of swimming pool	Capital	200,000
Reserves: Recreational Activities	Contracts	Recreation Events	Operating	20,000
Reserves: Unspecified (Group 1a)	Additions: Other buildings + Structures	Tracks, trails, landscaping projects underway	Capital	275,000
Reserves: Unspecified (Group 1a)	Additions: Land	Purchase of Sounds Okiwi Bay	Capital	70,000
Reserves (Group 10) Awatere Domains	Additions: Permanent material buildings	Hall carpark landscaping	Capital	120,000
Reserves (Group 10) Awatere Domains	Additions: Other buildings + Structures	Domain fencing, bbq, landscape design RMP	Capital	123,928
Reserves (Group 12) Taylor/Riverside/Pocket Parks	Additions: Other buildings + Structures	Complete Taylor pathway extension (Nelson St to The Quays)	Capital	120,000
Reserves (Group 14) Rural Reserves	Grants	MKTT Whale Trail capital grants	Operating	638,538
Reserves (Group 14) Rural Reserves	Repairs + Maintenance	MKTT Whale Trail maintenance	Operating	53,000
Reserves (Group 14) Rural Reserves	Additions: Other buildings + Structures	Signage for Waterfall track	Capital	20,000
Reserves (Group 1a) Bln Neighbourhood	Additions: Other buildings + Structures	Water meters - Awarua and Equestrian	Capital	40,000
Reserves (Group 4) Bln Vicinity Domains	Grants	Marlborough equestrian park stage 2 development	Operating	293,533
Reserves (Group 6) Lansdowne/A&P/Horton	Additions: Permanent material buildings	Finishing Lansdowne / A&P Preliminary Report	Capital	179,000
Reserves: (Group 8) Picton	Additions: Other buildings + Structures	Picton Track upgrades & Humphries bridge replacements (2)	Capital	218,919
				4,978,738

<i>Unit</i>	<i>Item</i>	<i>Narrative</i>	<i>Type</i>	<i>Carryover Request</i>
Parking				
Parking: Blenheim	Additions: Car Parks.	Carpark reseals unable to be completed due to inadequate resources	Capital	300,000
Parking: Blenheim	Additions: Parking Machines - Pay by Plate	Upgrade of 5x parking machines	Capital	50,000
Parking: Pictou	Additions: Parking Machines - Pay by Plate	1 meter upgrade, 1 meter replacement	Capital	25,000
				375,000
Plant				
Plant Operations: Instrumentation Backbone	Additions: Communications equipment	Scada backup system	Capital	10,000
				10,000
Roading and Footpaths				
Northwest Blenheim Extension Zone	Additions: Pipelines	Infrastructure upgrades to support Northwest zone development	Capital	1,967,567
Northwest Blenheim Extension Zone	Additions: Sealed pavement	Infrastructure upgrades to support Northwest zone development	Capital	996,270
Roads: General Roading	Roading subsidies CAPEX	Subsidy on LCLR projects and Renewal work categories @ 51%	Revenue	(1,790,593)
Roads: General Roading	Roading subsidies OPEX	Subsidy on Emergency works (95%) and Maintenance work categories (51%)	Revenue	(814,424)
Roads: General Roading	Emergency reinstatement	Continue with emergency reinstatement and repairs	Operating	322,267
Roads: General Roading	Regional Land Transport Planning	Rural Roads Study	Operating	52,000
Roads: General Roading	Sealed pavement maintenance	NZTA operations & maintenance surplus 2021-22	Operating	944,611
Roads: General Roading	Renewals: Minor Improvements	Low cost / low risk improvements and Road to Zero projects	Capital	665,455
Roads: General Roading	Renewals: Sealed Road Resurfacing	NZTA renewals surplus 2021-22	Capital	2,845,512
Roads: French Pass Road	Additions: Sealed pavement	Cissy Bay Road seal extension - steep hill section	Capital	50,000
Total Mobility Scheme	Roading subsidies OPEX	Subsidy for wheelchair hoist (60%)	Revenue	(14,400)
Total Mobility Scheme	Grants	Provision for new wheelchair hoist install (1 during period of 2021-24 NLTP)	Operating	24,000
Passenger Transport	Repairs + Maintenance	Removal of redundant signage and road markings	Operating	2,500
Roads: Blenheim CBD Works	Additions: Paved/Cobbled areas	MLAG landscaping, Blenheim Streetscape, Marlborough Mile projects.	Capital	669,703
Roads: Small Township Upgrades (Blenheim Vicinity)	Additions: Other buildings + Structures	Small townships projects Grovetown, Rarangi, Renwick, Spring	Capital	1,206,121
Roads: Small Township Upgrades (General Rural)	Additions: Other buildings + Structures	Small township projects Awatere, Wairau and Marlborough Sounds communities	Capital	225,908
Roading Related Works: Other (Budget me	Additions: Cycle Facilities	Construct Renwick Cycle Trail projects including Opawa River cycle way	Capital	605,000
Roading Related Works: Other (Budget me	Additions: Footpaths (concrete)	Continue footpath programme delayed by emergency works	Capital	67,000
Roading Related Works: Other (Budget me	Additions: Signs	Complete Welcome to Marlborough signage project	Capital	185,000
Roading Related Works: Other (Budget me	Additions: Kerb and channel	Continue kerb and channel programme delayed by emergency works	Capital	200,000
Roading Related Works: Wairau/Awatere	Contributions - For Capex	Contribution towards Ugbrooke Road seal extension (deferred to 2022/23)	Revenue	(150,000)
Roading Related Works: Wairau/Awatere	Additions: Sealed pavement	Ugbrooke Road upgrade & seal extension deferred to 2022/23 year (offset by capital contribution)	Capital	343,107
Roads: Other Wharves	Additions: Wharves.	Continue wharf renewal programme delayed by emergency works	Capital	178,000

<i>Unit</i>	<i>Item</i>	<i>Narrative</i>	<i>Type</i>	<i>Carryover Request</i>
Roads: Subdivisional Works	Additions: Sealed pavement	Fund Council share of infrastructure for 3 subdivisions currently underway in Waters Avenue	Capital	150,000
				8,930,604
Sewer				
Sewer: Havelock	Insurance refunds and claims	Recovery for Erosion control Kaituna River to protect Havelock Wastewater Ponds	Revenue	(162,500)
Sewer: Havelock	Treatment - Oxidation pond maintenance	Erosion control Kaituna River to protect Havelock Wastewater Ponds	Operating	162,500
Sewer: Picton	Reticulation - infiltration/leaks	Maintenance work on the aeration lagoon has been delayed while a valve to enable diversion of influent was being installed. Now complete and ready to commence mtce when the weather is more settled.	Operating	120,000
Sewer: Picton	Treatment costs	Maintenance work on the aeration lagoon has been delayed while a valve to enable diversion of influent was being installed. Now complete and ready to commence mtce when the weather is more settled.	Operating	30,000
Sewer: Picton	Additions: Treatment plant	Increased cost for treatment aeration upgrade	Capital	1,106,180
Sewer: Picton	Renewals: Pipelines	Further sewer relining and upgrade following the EQ's. This portion is not eligible for NEMA funding	Capital	1,611,518
Sewer: Riverlands Industrial	Additions: Treatment plant	To complete pond dredging and aeration upgrades	Capital	1,000,000
				3,867,698
Stormwater				
Stormwater: Other	Reticulation - open drains maintenance	To be used in Seddon to overcome small SW problem - Weld & Fell St's	Operating	20,000
Stormwater: Picton	Renewals: Pipelines	Delays in getting property owner agreements to allow Hampden & Leicester St SW upgrade to proceed	Capital	611,503
				631,503
Water				
Water: Blenheim	Additions: Pipelines	Land for additional treatment	Capital	180,038
Water: Blenheim	Additions: Treatment plant	Land for additional treatment	Capital	300,000
Water: Renwick	Additions: Treatment plant	Reprogramming works	Capital	3,934,110
Water: Awatere Rural (POE)	Additions: Reservoir	Reservoir yet to be constructed	Capital	2,172,400
Water: Seddon	Additions: Pipelines	Beaumont St development	Capital	328,000
Water: Southern Valleys	Additions: Pump station	Pump upgrades and water meter renewals (we are finding many of these are failing)	Capital	944,000
				7,858,548
Waste Management				
Waste Transfer Station: Greenwaste	Additions: Instrumentation	Weighbridge Installation to be completed	Capital	220,468
Waste Landfill: Regional	Additions: Regional Landfill	Stage 9 Design (\$270k), Stage 8 gas install (\$50k), Odour suppression line extension (\$30k).	Capital	350,000
Waste Landfill: Kaituna	Contracts	Capping works not completed	Operating	12,499
Waste Projects: Illegal Dumping	Minor Works contracts	Community Clean Ups not completed	Operating	9,964
Waste Projects: Recycling	Additions: Instrumentation	RRC weighbridge installation to be completed	Capital	39,786
Waste Projects: Education	Contracts	Enviroschools and Kids Edible Gardens project costs aligned to the school year	Operating	13,000
				645,717

<i>Unit</i>	<i>Item</i>	<i>Narrative</i>	<i>Type</i>	<i>Carryover Request</i>
Flood Protection				
Rivers WV: Lower Wairau	Additions: Stopbanks	Stopbank upgrades Lower MacDonalds and Ngati Rarua sections (Note: \$1.9M was re-budgeted into years 2022-25)	Capital	413,400
Rivers WV: Wairau Tuamarina	Additions: Rock and Gabion protection	Enable completion of new edge rock/groynes at SVIS-Upper Conders	Capital	182,000
Rivers WV: Waihopai below SH 63 Bridge	Additions: Rock and Gabion protection	New edge works at July 2021 flood erosion area	Capital	50,000
Rivers WV: Ruakanakana (Gibson) Creek	Additions: Drainage channels	Waihopai intake upgrade delayed by flood damage repairs	Capital	300,000
Rivers WV: Tuamarina below Rail Bridge	Additions: Sensors	Boat Point recorder installation	Capital	30,000
Rivers WV: Omaka River below Hawkesbury	Additions: Rock and Gabion protection	Omaka River edge works	Capital	200,000
Rivers WV: Omaka River below Hawkesbury	Additions: Stopbanks	Omaka River stopbank upgrade	Capital	200,000
Rivers WV: Lower Opaoa	Additions: Stopbanks	Continue stopbank upgrades delayed by flood damage repairs	Capital	45,600
Rivers WV: W/Hills Soil Conservation	Additions: Other buildings + Structures	Fencing & water supply upgrades	Capital	40,000
Rivers ex WV: Pic/ Waikawa Minor Streams	Additions: Rock and Gabion protection	Minor waterway upgrade including near Dorset Street	Capital	33,000
Drainage Pump Stations: Blenheim	Additions: Pump station	Boyce St drainage pump station upgrade	Capital	260,000
Drainage Pump Stations: Rural	Additions: Pump station	Continue telemetry rollout	Capital	11,000
Drains: Blenheim Minor Rivers	Additions: Drainage channels	Town Branch and Camerons Creek upgrades	Capital	1,298,500
Rivers - Quarries: Pukaka Quarry	Additions: Other buildings + Structures	Quarry haul road extension into recently acquired land	Capital	165,000
				3,228,500.00
		TOTAL CARRY-OVER REQUESTS		\$31,031,901
			Revenue	(2,931,917)
			Operating	3,216,465
			Capital	30,747,353
				\$31,031,901

6. Oxford Street Picton Intersection - Heavy Traffic Control

(Clr Maher) (Report prepared by Richard Coningham)

R800-007-02

Purpose of Report

1. To decide whether Council installs traffic islands to impede the path of heavy vehicle traffic using Oxford Street in Picton as a connector from Kent Street to Nelson Square.

Executive Summary

2. The designed path for heavy vehicles to take when heading south from the Picton when leaving the ferries is to exit Kent Street turning right into SH1 to head south. A number of trucks instead of using this designed path are taking Oxford Street in order to bypass the Kent Street intersection into SH1 allowing them to have priority on SH1 over vehicles coming out of Kent Street. This is creating safety concerns for the local residents as Oxford Street is a residential road. It is also causing damage to Oxford Street as the road is not designed to take the volume of heavy vehicles that are using this "short cut" to bypass traffic waiting to exit Kent Street. Council in its roll as the Road Controlling Authority for Marlborough local roads has the ability to approve the installation of traffic islands in Oxford Street to impede the path of heavy vehicle traffic trying to use this street.

RECOMMENDATION

That Council approves the installation of traffic islands on the intersection of Oxford Street and Kent Street in line with the design attached in Attachment 1.

Background/Context

3. Heavy vehicle traffic when departing the Picton ferries are using Oxford Street as a way to bypass traffic turning right from Kent Street into SH1.
4. Oxford Street as a residential road is not designed to take the volumes of heavy vehicle traffic that are now using this "shortcut" to bypass the Kent Street intersection with SH1. The road as a result is suffering increased damage due to the volumes of heavy traffic.
5. Safety concerns are being raised by the local community also with this route being taken. There have been instances of close calls where trucks are accelerating out of Oxford Street into Nelson Square and due to their size are cutting in front of oncoming traffic.
6. Marlborough Roads staff were tasked with investigating options to reduce the damage to Oxford Street and also to reduce the safety risks that are occurring with heavy vehicle traffic using this road. The design attached in Attachment 1 show the installation of islands at the intersection of Oxford Street and Kent Street in Picton which will allow standard vehicles and smaller commercial vehicles to use Oxford Street, but heavy truck and trailer units will have their path impeded by the traffic islands, forcing them to use the Kent Street exit into SH1 to head south instead.
7. Discussions were had with representatives of the Regional Transport Association (RTA) about this matter. The RTA raised concerns about site lines and the uphill start at the intersection of Kent Street and SH1 as challenges for truckies when heading south.
8. These concerns were raised with Waka Kotahi staff who reviewed the distances and site lines at the intersection of Kent Street and SH1 and felt that this intersection was still viable for trucks to use when heading south.
9. Estimated costs for the installation of temporary curbing as an initial build is approximately \$10,000, which can be covered from existing budgets. A more permanent installation are trialling the temporary

design is expected to be approximately \$50,000 which can be requested at the February 2023 budget meeting.

Option One (Recommended Option)

10. That Council approves the installation of traffic islands on the intersection of Oxford Street and Kent Street in line with the designs attached in Attachment 1.

Advantages

11. Reduces safety concerns on Oxford Street.
12. Reduces wear and tear to Oxford Street from heavy vehicle traffic.

Disadvantages

13. Delays could occur for heavy vehicles heading south until intersection upgrades as part of the IREX project are implemented at the intersection of Kent Street and SH1.

Option Two – Status Quo

Advantages

14. Less cost to Council.

Disadvantages

15. Safety concerns with Oxford Street due to heavy vehicle traffic will still continue.
16. Increased wear and tear to Oxford Street due to heavy vehicle traffic will still continue.

Attachment

Attachment 1 – Intersection design

Page [21]

Author	Richard Coningham, Manager Assets and Services
Authoriser	Mark Wheeler, CEO

Summary of decision-making considerations

Fit with purpose of local government

The proposal enables democratic local decision-making and action by, and on behalf of communities and relates to providing a public service and it is considered good-quality and cost effective.

Fit with Council policies and strategies

	Contributes	Detracts	Not applicable
LTP / Annual Plan	<input type="checkbox"/>	<input type="checkbox"/>	✓
Financial Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Infrastructure Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Social well-being	✓	<input type="checkbox"/>	<input type="checkbox"/>
Economic development	<input type="checkbox"/>	<input type="checkbox"/>	✓
Environment & RMA Plans	<input type="checkbox"/>	<input type="checkbox"/>	✓
Arts & Culture	<input type="checkbox"/>	<input type="checkbox"/>	✓
3 Waters	<input type="checkbox"/>	<input type="checkbox"/>	✓
Land transport	✓	<input type="checkbox"/>	<input type="checkbox"/>
Parks and reserves	<input type="checkbox"/>	<input type="checkbox"/>	✓

This proposal contributes to the contributes to the categories identified above by allowing for less wear and tear of local roads and addressing safety concerns raised by the Picton community.

Nature of the decision to be made

The options do not involve a significant decision in relation to land or a body of water.

Financial considerations

There are no known financial implications.

Significance

The decision is considered of low significance under Council's Significance and Engagement Policy.

Engagement

No engagement is proposed due to the low level of funding required.

Risks: Legal / Health & Safety etc

There are no known significant risks or legal implications.

Climate Change Implications

There are no known climate change implications to this decision.

7. Picton Truck Parking

(Clr Maher) (Report prepared by Richard Coningham)

R800-007-02

Purpose of Report

1. To decide whether to proceed with investigation and community consultation on options for addressing truck parking issues in Picton. Investigation of options and community consultation could occur throughout 2022/2023. Options could include a Bylaw and be implemented early in 2024.

Executive Summary

2. Truck parking in Picton has been a challenge for a long time. When the 2016 Kaikoura Earthquake occurred, this issue came to the fore due to travel times using the alternate route while SH1 was closed, trucks were parking in larger volumes and for longer periods of time while waiting for the ferry sailings in Picton. At this time Council was able to secure funding from both Waka Kotahi (formerly NZTA) and Port Marlborough in order to construct a temporary truck parking facility in Dublin St on Waitohi Domain. The intention at that time was to lease this land to Port Marlborough on a long-term basis once SH1 opened and truck parking returned to a more operational level in Picton. Despite SH1 returning to operation post-quake, truck parking levels are still high in Picton. Truck parking around Nelson Square and its surrounding streets in particular is causing tension for the community. The investigation of alternate options for truck parking which could include a truck parking bylaw to support those options will ensure that all views in the community are taken into account.

RECOMMENDATION

That Council begins a process of investigation of alternate options for truck parking and community consultation which could include the implementation of a truck parking bylaw in early 2024

Background/Context

3. The 2016 Kaikoura Earthquake brought truck parking to the fore in Picton. With SH1 trucks were parking in larger volumes and for longer periods of time while waiting for the ferry sailings in Picton.
4. At this time Council was able to secure funding from both Waka Kotahi (formerly NZTA) and Port Marlborough in order to construct a temporary truck parking facility in Dublin St on Waitohi Domain. The intention at that time was to lease this land to Port Marlborough on a long-term basis once SH1 opened and truck parking returned to a more operational level in Picton.
5. Despite SH1 returning to operation post-quake, truck parking levels are still high in Picton. Truck parking around Nelson Square and its surrounding streets in particular is causing tension for the community. Night surveys have found truck volumes of 40-50 trucks on some nights parking in Picton mainly around Nelson Square and its surrounding streets.
6. Currently there are limited options currently for trucks to park elsewhere from Nelson Square in Picton while waiting for ferry sailings given the volumes of trucks that are occurring.
7. The Waitohi Domain Truck Park land was leased to Port Marlborough in 2019 as SH1 had reopened and was operational again. The first opportunity for Council to cancel the lease to revert it back to a truck park is in 2024 at its first renewal term. This area can house 26 trucks at full capacity.
8. The size of trucks means they require a long section of uninterrupted roadside (no driveways) in order to park. A review of the industrial area of Picton has revealed very little roadside such as this as there are many businesses close to each other with their own driveways.
9. Council staff have had discussions with the local representatives of the Road Transport Association (RTA) in terms of trying to find potential solutions to alleviate the truck parking volumes in Picton in the

residential areas they currently use. Some opportunities have been identified but will require further investigation on their viability which will occur over the community consultation period of 2023.

10. Council staff have also had discussions with Port Marlborough staff on availability of land with the Port. Port Marlborough have advised that with the upcoming IREX project and having to move operations within the port during construction, there is little land that would be available to allow trucks to park within the Port.

Option One (Recommended Option)

11. That Council begins a process of investigation of alternate options for truck parking and community consultation which could include a truck parking bylaw aiming at implementation early in 2024.

Advantages

12. Will allow time to investigate all options to find a permanent solution to trucks parking in Picton.
13. Will allow time for community consultation on a potential Truck Parking Bylaw if this is the preferred option coming out of community consultation.

Disadvantages

14. Will take approximately 12-18 months to complete this work.

Option Two – Status Quo

Advantages

15. None

Disadvantages

16. Continued complaints from the public on truck parking.
17. Heightened tensions between the Picton community and the truckers.

Author	Richard Coningham, Manager Assets and Services
Authoriser	Mark Wheeler, CEO

Summary of decision-making considerations

The proposal enables democratic local decision-making and action by, and on behalf of communities and relates to providing a public service and it is considered good-quality and cost effective.

Fit with Council policies and strategies

	<i>Contributes</i>	<i>Detracts</i>	<i>Not applicable</i>
LTP / Annual Plan	<input type="checkbox"/>	<input type="checkbox"/>	✓
Financial Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Infrastructure Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Social well-being	✓	<input type="checkbox"/>	<input type="checkbox"/>
Economic development	<input type="checkbox"/>	<input type="checkbox"/>	✓
Environment & RMA Plans	<input type="checkbox"/>	<input type="checkbox"/>	✓
Arts & Culture	<input type="checkbox"/>	<input type="checkbox"/>	✓
3 Waters	<input type="checkbox"/>	<input type="checkbox"/>	✓
Land transport	✓	<input type="checkbox"/>	<input type="checkbox"/>
Parks and reserves	<input type="checkbox"/>	<input type="checkbox"/>	✓

This proposal contributes to the categories identified above as it will address concerns through a consultation and investigation process with all involved in this matter.

Nature of the decision to be made

The options do not involve a significant decision in relation to land or a body of water.

Financial considerations

There are no known financial implications.

Significance

The decision is considered of low significance under Council's Significance and Engagement Policy.

Engagement

Engagement will occur with all parties involved in this matter and options are investigated and evaluated.

Risks: Legal / Health & Safety etc

There are no known significant risks or legal implications as this is an investigation and consultation phase of work

Climate Change Implications

There are no known climate change implications to this decision.

8. Adoption of a Road Stopping Policy – Decision

(Clr Maher) (Report prepared by Laura Skilton)

L150-023-002-34

Purpose of Report

1. The purpose of the report is to seek the Council's approval to adopt the Urban Road Stopping Policy.

Executive Summary

2. Marlborough District Council does not have a policy for stopping roads within the district. A request was made by the Regional Transport Committee to prepare a policy for Urban Road Stopping to assist decision processes in the future. This agenda item seeks Council approval of the policy.

RECOMMENDATION

That Council adopts the Urban Road Stopping Policy (attached).

Background/Context

3. An application was made to purchase road reserve adjacent to 92 Alfred Street. As Council did not have a Road Stopping Policy, the decision was deferred, and the Regional Transport Committee members requested that Marlborough Roads prepares a Road Stopping Policy for Urban Roads.
4. A policy has been prepared on the basis that each application will be considered on its own merit. The priority will be to maintain Council's assets to ensure that the asset is protected against future demands and requirements, such as intersection upgrades, road widening, off road cycle paths.
5. The policy is only for urban roads. In order to define urban and rural it was considered that the zones already present within the Marlborough Environment Plan was the best way to define which roads are urban.
6. This policy does not include situations where Council needs to purchase private property for road improvements, it is only for potentially selling land where an application has been made and Council Officers consider that the land is not required now or into the future.
7. Should an application be successful, the applicant would be responsible for all costs associated with the transfer of land.

Option One (Recommended Option) – Adopt Policy

8. Adopt the policy.

Advantages

9. Council will have guidance and consistency on road stopping applications.
10. Streamline Council decision making processes.

Disadvantages

11. Rural applications are not covered under this policy.

Option Two – Status Quo

12. Council will not have an Urban Road Stopping Policy.

Advantages

13. Potentially more flexibility.

Disadvantages

14. Decisions will be made on an ad-hoc basis.

Next steps

15. Council to adopt the policy and to retain this policy with other Council policies.

Attachment

Attachment 1 – Urban Road Stopping Policy

page [28]

Author	Laura Skilton, Transport Planner, Marlborough Roads.
Authoriser	Richard Coningham, Manager Assets and Services

Summary of decision-making considerations

Fit with purpose of local government

The proposal enables a consistent approach to road stopping in urban areas.

Fit with Council policies and strategies

	<i>Contributes</i>	<i>Detracts</i>	<i>Not applicable</i>
LTP / Annual Plan	<input type="checkbox"/>	<input type="checkbox"/>	X
Financial Strategy	X	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure Strategy	X	<input type="checkbox"/>	<input type="checkbox"/>
Social well-being	<input type="checkbox"/>	<input type="checkbox"/>	X
Economic development	<input type="checkbox"/>	<input type="checkbox"/>	X
Environment & RMA Plans	X	<input type="checkbox"/>	<input type="checkbox"/>
Arts & Culture	<input type="checkbox"/>	<input type="checkbox"/>	X
3 Waters	<input type="checkbox"/>	<input type="checkbox"/>	X
Land transport	X	<input type="checkbox"/>	<input type="checkbox"/>
Parks and reserves	<input type="checkbox"/>	<input type="checkbox"/>	X

This proposal contributes to Land Transport, RMA plans and infrastructure strategy by enabling an easier decision making process.

Nature of the decision to be made

The options do not involve a significant decision in relation to land or a body of water.

Financial considerations

There are no known financial implications.

Significance

The decision is considered of low significance under Council's Significance and Engagement Policy.

Engagement

Engagement has occurred with Council Officers and Council legal team.

No further engagement is considered necessary.

Risks: Legal / Health & Safety etc

There are no known significant risks or legal implications.

Climate Change Implications

There are no known climate change implications to this decision.

		<i>Urban Road Stopping Policy</i>					
Version no	1	CM Reference					
Adopted by		Adopted on					
Last Review date (if applicable)	NA	Next Review date					
		Select review period	1yr		2yr		3yr

Section One: General Information

Purpose

To provide a consistent approach to Road Stopping in Marlborough.

Road stopping is the process of changing legal road land into fee simple land so it can be disposed to the adjoining land owner.

Scope

The Policy applies to the stopping of urban roads in Marlborough. It includes roads within the following zones in the Marlborough Environment Plan:

- Urban Residential 1
- Urban Residential 2
- Urban Residential 3
- Business 1
- Business 2
- Business 3
- Industrial 1
- Industrial 2

It does not cover roads in other zones, such as Rural Living or Rural Environment, or unformed legal roads, (referred to as paper roads).

Road Stopping is approved by Council on a case-by-case basis by way of an application has been made.

Definitions

For the purposes of this policy, unless otherwise stated, the following definitions shall apply:

Term	Definition
Carriageway	The (kerb-to-kerb) section of a street or road that is primarily used by motor vehicles. It is legally defined as roadway.
Encroachment	A road encroachment occurs when public access to a legal road is restricted, or where an area of legal road has been occupied for private use. For example, a driveway or fence which extends onto the road, or a balcony which protrudes over the road
Footpath	The area within the road reserve that is generally reserved for pedestrian use.
Road	As defined in s 315 of the Local Government Act 1974 and s 43(1) of the Government Roading Powers Act 1989, and includes part of a road.

Term	Definition
	It includes the carriageway, footpath, land that is legally road but not formed as carriageway or footpath, subsoil below the legal road and airspace above the legal road.
Road Reserve	Publicly owned land containing carriageway, paths, grass berms, street furniture, landscaping and/or utilities.
Road Stopping	Road stopping is the process of changing legal road land into fee simple land so it can be disposed to the adjoining land owner.

Responsibilities

Function	Responsibilities
Applicants	Apply to Council for a Road Stoppage.
Council Officers	Assess each application in accordance with this policy and make a recommendation to a Council Committee.
Council Committee	Approve, amend or decline an application in accordance with this policy.
LINZ	The Minister for Land Information, acting for the Minister of Lands, and the Chief Executive of LINZ (CE) have statutory powers under the PWA when dealing with land held by the Crown for public works.

Record of Amendments / Revisions

Record any revisions/amendments which have been made and when.

Details	Approved by Whom	Date
New Policy	Asset and Services Committee	XX XXXX 2022

Section Two: Road Stopping

Road stopping is a process undertaken to change legal road (road reserve) into fee simple land so that it is no longer subject to the law relating to road such as rights of public access. A road can only be stopped if it is considered that the road is no longer needed now or in the future. Once its status as public road is removed it can be disposed of.

Marlborough District Council will consider applications from landowners who consider an area of legal road adjoining their property is no longer required as a road and who wish to purchase it. It is important to understand that even where the road is not suitable for vehicular access (even if formed), its potential use for other public purposes, such as walking access, will be a relevant consideration in deciding whether the road is no longer needed and should be stopped.

An application form to stop a road can be found on the Council website.

<https://www.marlborough.govt.nz/services/roads-and-transport/road-stopping>

Schedule 10 of the Local Government Act 1974 provides details of the process for a road stopping.

LINZS15002: Standard for resumption and stopping of road sets out the procedures to be followed and provides guidance for the stopping of road under the Public Works Act 1981 and the Local Government Act 1974 and the resumption of unformed road by the Crown from territorial authorities under the s 323 of the Local Government Act 1974.

Any application for road stopping must be made by the landowner adjoining the legal road proposed for stopping since a requirement, if the road stopping is finalised, is that it must be transferred and amalgamated with the adjoining land.

Section Three: Consideration of Applications

When an application is received, details are considered by the relevant sections of Council before it is referred to Council for a decision.

Set out below are certain issues that would be considered in assessing any road stopping application:

- The need for the road now and into the future.
- The protection of public utilities.
- Whether or not the road in any application is included in the Council Street Widening Schedule dated May 1988.
- Ranking of the road in Council's road hierarchy and network operating framework.
- Proximity to an intersection so an assessment can be made about a need for future intersection upgrades.
- Adjacent land boundaries so there is consistency in any stretch of legal road.
- Allotment size and possible future use of the land.
- Would it result in a reduction in the road carriageway or footpath width.

It is acknowledged that many urban properties encroach into legal road because of uneven road boundaries, however this does not automatically entitle the adjacent landowner to encroach into the adjacent road and will not automatically result in an application being approved.

Section Four: Process of Road Stopping

Should Council approve commencement, the statutory processes in the Local Government Act 1974 must be followed.

All costs incurred by the Council, including any referral to the Environment Court, will need to be reimbursed by the applicant to Council.

9. Out of District Water Connection and Wastewater Connection application for 40 Waters Avenue

(The Chair) (Report prepared by Brett Walker)

W440-003-002-01, W450-004-004-03, PN533787#04

Purpose of Report

1. To consider an Out of District Water connection and an Out of District Wastewater connection application.

Executive Summary

2. Council received a request for a water connection and wastewater connection to the old Flight Timbers yard located at the eastern end of Waters Avenue. The site is situated outside of the Residential Zone within the Industrial 2 Zone, hence this application for out of district approval.
 3. The site is no longer used for timber processing. The applicant proposes to lease parts of the site to various tenants.
 4. The site is not currently connected to the Council water or wastewater systems.
 5. Council infrastructure has the capacity to serve this property and proposed demand.
-

RECOMMENDATIONS

That Council:

1. **Approve the Out of District Water connection application subject to the following conditions;**
 - (a) **That the demand on Council's Water infrastructure does not exceed that proposed with this application. The supply for an industrial use is not permitted with this approval.**
 - (b) **That a Water Development Contribution be paid for 1.2 Household Equivalent Units and applied as per the Development Contributions policy.**
 - (c) **The water infrastructure required to achieve a metered connection with backflow prevention connection to the Council wastewater system at the Waters Avenue boundary shall be designed and installed to the approval of Council's Infrastructure Projects Engineer.**
 - (d) **That the property pays Water Rates as per Council's Out of District Connections Rating policy.**
 - (e) **That the applicant be advised approval of these service connections does not imply that resource consent approval will be granted for the proposed activity.**
 - (f) **That failure to complete the physical water connection within one year of this approval will result in forfeit of this Out of District water approval.**
2. **Approve the Out of District Wastewater connection application subject to the following conditions;**
 - (a) **That the demand on Council's Wastewater infrastructure does not exceed that proposed with this application. The discharge from an industrial use is not permitted with this approval.**
 - (b) **That a Wastewater Development Contribution be paid for 4.44 Household Equivalent Units and applied as per the Development Contributions policy.**
 - (c) **The wastewater infrastructure required to achieve a connection and discharge to the Council wastewater system at the Waters Avenue boundary shall be designed and installed to the approval of Council's Infrastructure Projects Engineer.**

- (d) That the property pays Wastewater rates as per Council's Out of District connections rating policy.
 - (e) That the applicant be advised approval of these service connections does not imply that resource consent approval will be granted for the proposed activity.
 - (f) That failure to complete the physical wastewater connection within one year of this approval will result in forfeit of this Out of District wastewater approval.
-

Background/Context

- 6. Council received a request for a water connection and wastewater connection to the old Flight Timbers yard.
- 7. The site is zoned Industrial 2 Zone under the MEP which is just outside of Council's Water and Wastewater servicing areas.
- 8. The request to connect to Council's wastewater system comes following a proposed change to the activities within the site creating a higher number of staff throughout various tenancies. I.e; Proposal to cater for the 60 staff working on site.
- 9. The demand is not associated with a water take for an industrial activity. The proposed is for a "domestic type" demand. I.e; Toilets, hand basins, sink etc.
- 10. The connection points will be at Council's existing water and wastewater mains and are located within 10m of the Waters Avenue boundary of the site.

Assessment/Analysis

- 11. The existing Council infrastructure has the capacity to serve this proposal.
- 12. The water connection shall be equipped with a water meter and backflow prevention device.
- 13. The infrastructure up to and including the backflow prevention device must be designed to meet Council's Code of Practice standards to the approval of Council's Infrastructural Projects engineer. To achieve this, the system must be designed and certified by a Chartered Professional Engineer who has the relevant experience.
- 14. The wastewater connection shall be a conventional gravity system from the site. The site will most likely gravitate to a private pump station within, which will pump to the connection.
- 15. The connection must be designed to meet Council's Code of Practice standards to the approval of Council's Infrastructural Projects engineer. To achieve this, the system must be designed and certified by a Chartered Professional Engineer who has the relevant experience.
- 16. Development Contributions shall be applied as specified within the Development Contribution Policy.
- 17. The total water demand is assessed at 1.2 Household Equivalent Units (HEU), based on;
 - o 60 people
 - o 50 litres / day per person
 - o 2m³ of Irrigation
 - o Standard Water HEU = 4000 litres / day
- 18. The total wastewater demand is assessed at 4.44 HEU, based on;
 - o 60 people
 - o 50 litres / day per person
 - o Standard Wastewater HEU = 675 litres / day

Option One (Recommended Option)

19. Approve this Out of District Water and Wastewater application.

Advantages

20. Assist development of the property.

21. Council receives funding for use of capacity.

Disadvantages

22. Nil

Option Two – Status Quo

23. Decline this Out of District Water and Wastewater application.

Advantages

24. Nil

Disadvantages

25. Nil

Attachment

Attachment 1 – Location Plan

page [35]

Author	Brett Walker, Infrastructural Projects Engineer
Authoriser	Stephen Rooney, Operations & Maintenance Engineer

Summary of decision-making considerations			
	<i>Contributes</i>	<i>Detracts</i>	<i>Not applicable</i>
LTP / Annual Plan	<input type="checkbox"/>	<input type="checkbox"/>	✓
Financial Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	✓	<input type="checkbox"/>
Social well-being	<input type="checkbox"/>	<input type="checkbox"/>	✓
Economic development	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment & RMA Plans	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts & Culture	<input type="checkbox"/>	<input type="checkbox"/>	✓
3 Waters	✓	<input type="checkbox"/>	<input type="checkbox"/>
Land transport	<input type="checkbox"/>	<input type="checkbox"/>	✓
Parks and reserves	<input type="checkbox"/>	<input type="checkbox"/>	✓
Nature of the decision to be made The options do not involve a significant decision in relation to land or a body of water.			
Financial considerations Contribution will be made to pay for the share of infrastructure used.			
Significance The decision is considered of low significance under Council's Significance and Engagement Policy.			
Engagement No engagement is proposed.			
Risks: Legal / Health & Safety etc There are no known significant risks or legal implications.			
Climate Change Implications There are no known climate change implications to this decision.			

Attachment 1



10. Responsible Camping – Ranger Monitoring

(Clrs Brooks/Andrews) (Report prepared by Jane Tito)

R510-005-05

Purpose of Report

1. The purpose of this report is to seek Council funding to manage monitoring of responsible camping across the Marlborough region for this financial year.

Executive Summary

2. From 2018-2020 Central Government provided funding assistance for monitoring responsible camping within the region.
3. In November 2021 Council approved funding to manage the responsible camping monitoring for the 2021/22 holiday season.
4. The funding provides a comprehensive monitoring programme for responsible camping across Marlborough in line with the expectations of the community.
5. It should be noted that the Responsible Camping Control Bylaw 2020 is currently under review and the monitoring and enforcement function will not change regardless of any changes to the Bylaw. A new Bylaw is scheduled to be in effect for the 2022/23 holiday season.
6. Staff suggest that the model approved in November 2021 continue for monitoring in Marlborough this season. There are likely to be increased numbers visiting the region (with international borders now open) this season therefore staff are seeking an increase in budget by \$20,000 to \$90,000.
7. It is suggested that funding for this year be provided from the Forestry and Land Development Reserve.
8. A budget item will be included in the 2023/24 Annual Plan for ongoing funding approval.

RECOMMENDATION

That Council approve a responsible camping monitoring budget of \$90,000 for the 2022/23 year to be funded from the Forestry and Land Development Reserve.

Background/Context

9. In 2019 following an internal resourcing review, it was agreed that the monitoring and enforcement for responsible camping was provided by an external contractor. The contractor was engaged to provide overall management of responsible camping monitoring and enforcement across the region. This service has worked very well with the contractor building up staff expertise capable of managing challenging situations.
10. Central Government introduced a funding application model in 2018/19 where councils' and others could apply for funding to manage responsible camping in their region. The Marlborough District Council successfully applied for funding through this model until 2021 when the funding ceased.
11. Council uses an education-based approach to support district-wide monitoring. Last season, the Council's contractor employed a team of three that covered the region for approximately four months.
12. It is envisaged that in the coming season there will be more visitors to the region and the amount of monitoring should be increased to align with community expectations.

Assessment

13. Council acknowledges the work carried out by the contractor and also Parks and Open Spaces Ranger staff in managing responsible camping in Marlborough for some years. This is particularly relevant in the recent Bylaw reviews where reference has been made to providing a consistent approach when managing responsible camping.
14. In reviewing the previous year's monitoring, staff believe that the monitoring period and worked hours could remain the same to meet the demands of monitoring and the new Bylaw. Council would continue to maintain an educational focus for visitors to the region which has worked well to date with very few complaints and low infringement numbers.
15. The period of monitoring proposed is the same as the previous period to cover the high seasonal visitor demands between 1 December 2022 to 31 March 2023 with the hours of monitoring between 6:00 am to 10:00 am and 6:00 pm to 10:00 pm.
16. While the period of monitoring is the same, staff are seeking an increase in funding to \$90,000 to cover a potential wider monitoring scope and increased operating costs. The increase in operating costs reflects rising inflation, wages and vehicle running costs. The increase will also cover potential changes to the current Responsible Camping Control Bylaw 2020, currently under review, with more outer lying areas of the region to be included.
17. It would appear that the level of monitoring undertaken in recent years has contributed to fewer complaints being made with freedom camping issues. The complaints received generally relate to individuals who are not responsible camping but more likely transient or homeless.
18. It is also clear from submissions received during the recent bylaw processes that daily monitoring is regarded as essential by the community and the bylaw itself contemplates regular monitoring of freedom camping sites.

Budget

19. There is currently no budget for funding responsible camping monitoring and enforcement this year with staff assessing how the new Bylaw may affect monitoring.
20. It is proposed that budget for the 2022/23 season could be funded as a one off from the Forestry and Land Development Reserve and staff would seek on-going funding through next year's 2023/24 budget round.

Author	Jane Tito, Parks and Open Spaces Manager
Authoriser	Jamie Lyall, Property and Community Facilities

Summary of decision-making considerations

Fit with purpose of local government

The proposal enables democratic local decision-making and action by, and on behalf of communities and relates to providing a public service and it is considered good-quality and cost effective.

Fit with Council policies and strategies

	<i>Contributes</i>	<i>Detracts</i>	<i>Not applicable</i>
LTP / Annual Plan	✓	<input type="checkbox"/>	<input type="checkbox"/>
Financial Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Social well-being	✓	<input type="checkbox"/>	<input type="checkbox"/>
Economic development	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment & RMA Plans	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts & Culture	<input type="checkbox"/>	<input type="checkbox"/>	X
3 Waters	<input type="checkbox"/>	<input type="checkbox"/>	X
Land transport	<input type="checkbox"/>	<input type="checkbox"/>	X
Parks and reserves	✓	<input type="checkbox"/>	<input type="checkbox"/>

This proposal contributes to the Parks and Open Spaces Section of the Council relating to the compliance with the Responsible Camping and Control Bylaw 2020.

Nature of the decision to be made

Seeking direction of management of monitoring and budget approval.

Financial considerations

Funding for this year (if approved) from the Forest and Land Development Fund and subsequent funding to be included in Council's operating budgets.

Significance

The decision is considered of low significance under Council's Significance and Engagement Policy.

Engagement

Engagement with the community to advise on any change to current process would be helpful.

Risks: Legal / Health & Safety etc

Possible risks should camping not be monitored effectively

Climate Change Implications

There are no known climate change implications to this decision.

11. Request to Hold an Event Churchill Glade, Pollard Park

(Clr Brooks) (Report prepared by Linda Craighead)

R510-009-P06-01

Purpose of Report

1. To consider a request to use Churchill Glade at Pollard Park for the Savour in the Park event for three years with this year's event to take place on Saturday, 26 November 2022.

RECOMMENDATION

That subject to all conditions being met for events on Council reserves, permission is given to hold the Savour in the Park event at Churchill Glade at Pollard Park from 2022-2024.

Background/Context

2. A request has been received to hold the Savour in the Park event at Churchill Glade for three years – this request is attached as Attachment 1. The event has been supported by the Council's Commercial Events Fund and the Te Tau Ihu Regional Events Fund through the Ministry of Business, Innovation & Employment.
3. The event for this year is to be held on Saturday, 26 November between 11.00 am and 6.00 pm. Set up and sound checks will occur the day before with sound checks also on the day of the event. There will be ticket sales and an area of Churchill Glade will be fenced off to ticket holders only. The event will incorporate a variety of alcohol sites and food stalls as well as bands for entertainment. An attendance of approximately 2000 people is anticipated this year with a cap of 4500 people by Year 3 of the event.
4. The Pollard Park Management Plan, which was adopted by the Council in 2014, acknowledges that events and festivals play an important role in promoting Marlborough and provide both economic and social benefits to the region and that Churchill Glade is available for events. Objective 2.7.1 states: To provide an attractive location for events while the policies in 2.7.2 direct that provision of infrastructure such as power and toilets will occur at Churchill Glade to support events and decisions on alcohol licences for events will be assessed by Council on a case-by-case basis.

Assessment/Analysis

5. No concerns have been identified by staff with the holding of previous events of a similar type at Churchill Glade.
6. The Pollard Park Management Plan clearly contemplates events at Churchill Glade and provision has specifically been made in the Plan to enable the consideration of the consumption of alcohol on this reserve.
7. A special licence will be required for the event, which will be dealt with independently of this request currently before the Committee. That liquor licensing process will put in place appropriate management and controls on the event manager to protect the public.
8. In addition, the Council's park booking process for events held at parks and reserves also requires a range of conditions to be met. Provided these conditions are met along with other required consents and permissions then it is appropriate for consent to be given for this event at Churchill Glade involving the sale of alcohol.

Attachment

Attachment 1 – Letter of request

Page [40]

Author	Linda Craighead, Planner, Parks and Open Spaces
Authoriser	Jane Tito, Manager, Parks and Open Spaces

Attachment 1

3rd August 2022

**C/o Linda Craighead & Jane Tito
Marlborough District Council**

Dear Linda/Jane

RE: Savour in the Park at Churchill Glade

Further to a request for a letter to submit to the committee, we seek permission to utilise Churchill Glade for Savour in the Park on Sat 26th November 2022.

This event has been supported by both Council's Commercial Events Fund and the Te Taihū Regional Events Fund (MBIE funding) to encourage visitors back into the region post Covid cancellations and to kick start the Summer season a little earlier.

With good consultation and pre-planning there were no issues arising from a similar event I held in 2018, Ocean Vine Hop. Therefore based on the success and support post event from that event including areas of council such as; Parks and Licensing as well as Police and emergency services, I propose to hold a similar format logistically.

The event would run between 11am – 6pm. However, for set up we would envisage the day before with some sound checks between 1pm – 7pm and some sound checks in the morning (after 8am)

We expect an attendance of approx. 2000 in the first year (with a cap of 4500 by year 3).

The event will incorporate wine, beer, cider and gin along with a variety of gourmet food to showcase what the region has to offer. We will have a maximum of 2 beer, 1 cider and 1 gin sites and 3 wineries present. There will be a variety of food stalls including seafood and with other options available – aiming at higher end food outlets.

We will have a variety of bands playing throughout the day on the main stage – keeping with a style of music popular with our age range of 25 plus which will create an enjoyable atmosphere.

We aim to consult with residents prior to the event to notify them of our intentions thus mitigating complaints before or during the festival. (None were received with Ocean Vine Hop).

There will be a traffic management plan (plans are to park at Marlborough Girls College) and waste management plan to include recycling. We will provide adequate portaloos and there will also be a Backstage area with its own facilities.

As I have a proven track record of excellent event management and with the support of both funding groups for a 3 year period, I would like to request a multiple year permission of 3 years.

Please let me know if you would like further information in this regards for the application. I am very happy to attend meetings in order to answer any queries that may arise on the day. We look forward to working with you and the committee.

Best regards, Katrina

**Katrina Lange, Events Manager
Pure Events Marlborough**

katrina@pureeventsmarlborough.nz
www.savourmarlborough.co.nz



12. A&P Park Sheep Pavilion - Funding Request

(Clrs Brooks/Andrews) (Report prepared by Robert Hutchinson)

R510-009-A01-01

Purpose of Report

1. The purpose of this report is to seek funding to assist in restoration works to the historic Sheep Pavilion at A&P Park.

Executive Summary

2. The A&P Park and buildings have been owned by the Marlborough District Council since 1974 when Council purchased the park and buildings from the Marlborough A&P Association (A&P Association).
3. The A&P Association submission to the Annual Plan 2019/20 for financial assistance to repair the historic Sheep Pavilion at A&P Park was referred to the Assets and Services Committee for consideration.
4. Staff have worked alongside the A&P Association and Heritage New Zealand to identify the work required to repair and strengthen the pavilion including the engagement of a heritage consultant to develop a conservation plan for the repairs.
5. The A&P Association also engaged a quantity surveyor to evaluate the restoration works involved and provide a costing for review by Council and Heritage New Zealand.
6. The restoration plan was provided to Heritage New Zealand for assessment and accepted in mid-2021.
7. Since the evaluation in 2021 the cost of repair has increased from \$94,000 to \$127,500. After discussion with the A&P Association an agreement was proposed to a 50% split of the costs of the repair with the A&P Association. It is proposed that the Council portion of \$63,750 could be funded from the Forestry and Land Development Reserve.
8. Of note, the Sheep Pavilion will turn 100 years old in 2023.

RECOMMENDATION

That Council approve funding from the Forestry and Land Development Reserve of \$63,750 as a 50 percent share of costs to fund restoration works on the Sheep Pavilion at A&P Park.

Background/Context

9. The Sheep Pavilion was officially opened in 1923 at the A&P Show. The Sheep Pavilion structure is largely unchanged from 1923 however as entry numbers to the A&P Show have declined and in agreement with Marlborough Farmers Market a large portion of the old pens were removed to allow for wet weather access for the Market attendees.
10. In 1974 the Marlborough A&P Association sold A&P Park and building to the Blenheim Borough Council / Marlborough District Council.
11. Although owned by Marlborough District Council the building is exclusively managed by the Marlborough A&P Association. Under the Marlborough Agricultural and Pastoral Association Empowering Act 1974, the A&P Association is entitled to access to the grounds for a reasonable number of days for the purpose of preparation of the annual A&P Show.



Figure 1 – A and P Sheep Pavilion

12. In late 1985, the Sheep Pavilion, the Maxwell Road brick wall and the former grandstand became Category 2 listed buildings with Heritage New Zealand.
13. In 2007, the A&P Association undertook a small refurbishment of the sheep pavilion, repairing some structural timbers, spouting and downpipes.
14. In late 2018 A&P Association sought financial assistance of \$50,000 from Council to undertake strengthening repairs to the sheep pavilion sustained in the 2016 Kaikoura Marlborough earthquake.
15. The A&P Association presented at the 2019/20 Annual Plan process for funding to repair the sheep pavilion, this submission was referred to the Assets and Services Committee for consideration.
16. Parks and Open Spaces staff and A&P Association representatives discussed the submission and it was proposed that Council could possibly fund 50% of the restoration cost (at that time \$42,500). A key requirement of Council was that the A&P Association receive Heritage New Zealand agreement to undertake the restoration works.
17. As part of the consent conditions for the removal of the heritage grandstand, the Council engaged a heritage consultant to prepare a conservation plan for the sheep pavilion. The conservation plan completed in late-2020 and Architectural drawings from 2018 were provided to Heritage New Zealand for review.
18. Heritage New Zealand accepted the plan for restoration work in mid-2021.

Assessment/Analysis

19. The sheep pavilion is a 99-year-old wooden building in decline.
20. Continued restoration works are needed to the roof and structural sections of the building to ensure the buildings survival for the future.
21. The Conservation Plan shows a planned approach to enable the restoration and improvements to be done, the plan was developed by a heritage architect and heritage planner and has been accepted by Heritage New Zealand.

22. There has been some historical loss at A and P Park in the last decade, particularly with the removal of the old grandstand due to damage sustained in the 2016 earthquake and with the forthcoming replacement of the old sports pavilion (earthquake-strengthened in 2018).
23. The potential loss of the sheep pavilion would be significant to the historical landscape in Marlborough particularly given there is an identified restoration plan for the long-term survival of the building.
24. Due to increases in construction costs in the last 12-18 months, the cost for the restoration works have increased and a cost escalation has applied to the original sum negotiated of \$42,500 to bring the new total to \$63,750. This has been discussed with the A&P Association.
25. There is an opportunity to support the long-term survival of the historical sheep pens at A&P Park with an accepted conservation plan for restoration work.
26. It is proposed that the cost of the improvement and restoration works could be split 50/50 between the Marlborough District Council and the A&P Association.
27. A consent for the work has already been actioned.

Author	Robert Hutchinson, Parks and Open Spaces Officer
Authoriser	Jane Tito, Parks and Open Spaces Manager

Summary of decision-making considerations			
Fit with purpose of local government			
The proposal enables action by, and on behalf of communities and relates to providing a public service.			
Fit with Council policies and strategies			
	<i>Contributes</i>	<i>Detracts</i>	<i>Not applicable</i>
LTP / Annual Plan	✓	<input type="checkbox"/>	<input type="checkbox"/>
Financial Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Social well-being	✓	<input type="checkbox"/>	<input type="checkbox"/>
Economic development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment & RMA Plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts & Culture	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land transport	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and reserves	✓	<input type="checkbox"/>	<input type="checkbox"/>
This proposal contributes to the historical heritage in Marlborough.			
Nature of the decision to be made			
The support of a planned improvement to a significant historical building in Marlborough.			
Financial considerations			
The project will be funded from the Forestry and Land Development Reserve.			
Significance			
The decision is considered of low significance under Council's Significance and Engagement Policy.			
Engagement			
Engagement has occurred with the Marlborough A&P Association and Heritage New Zealand.			
Risks: Legal / Health & Safety etc			
The recommended option carries the potential risk to the public should the improvements not be undertaken.			
Climate Change Implications			
There are no known climate change implications to this decision.			

13. Wither Hills Farm Park – Mountain Bike Event Hub and Skills Area

(Clr Fitzpatrick) (Report prepared by Robin Dunn)

R510-009-W03-11

Purpose of Report

1. To consider a request from the Marlborough Mountain Bike Club to:
 - a. establish an event hub and skills area for mountain biking between the Gentle Annie and Rotary Lookout Tracks on the Wither Hills Farm Park; and
 - b. extend the current Mountain Bike Park on the Wither Hills to include this new area.

Executive Summary

2. A request was received in 2021 from the Marlborough Mountain Bike Club to establish an event hub and skills area for mountain biking between the Gentle Annie and Rotary Lookout Tracks on the Wither Hills Farm Park. Part of the initial request also sought permission to use this area for the National School MTB Championships event that was to be held in October 2021.
3. Because this location is outside of the area designated for mountain biking in the Wither Hills Farm Park Management Plan and there were concerns with including mountain biking in an area which has traditionally been used by walkers, further assessment of the event hub and skills area proposal was considered necessary.
4. With the 2021 National School MTB Championships event having been awarded to Marlborough and to enable the event to take place partly on the Wither Hills, permission was given for the one-off event and the required resource consent for the activity was granted. The event was cancelled however, due to Covid.
5. Marlborough will now host the National School MTB Championships event in October 2023 and the Marlborough Mountain Bike Club are seeking permission to establish the event hub and skills area as part of the construction required for the national event.
6. The Wither Hills Farm Park Management Plan (Plan) does not identify this area for mountain biking with walking tracks being located around the proposed area. Of note the request from the Mountain Biking Club also seeks that the existing Mountain Bike Park be extended to include the event hub and skills areas.
7. A review of the Plan is to be started within the next few months and this proposal could be considered through that process. However, as that will take some time to progress, it is proposed that a specific consultation on the proposal be undertaken ahead of the review. The outcome of that consultation would then inform the Council of the appropriateness or not of the proposed event hub and skills area.

RECOMMENDATIONS

1. **That public consultation on the request by the Marlborough Mountain Bike Club to establish a permanent cross country track, skills area and event hub for mountain biking on the Wither Hills Farm Park in and around the around the Gentle Annie Track and Rotary Lookout Track be undertaken ahead of the review of the Wither Hills Farm Park Management Plan.**
2. **That the outcome of the consultation be reported to the Committee for a decision on whether to grant the following.**
 - a) **An event hub and skills area for mountain biking between the Gentle Annie and Rotary Lookout Tracks on the Wither Hills Farm Park.**

- b) To extend the current Mountain Bike Park on the Wither Hills to include this proposed skills area.

Proposal

8. A request has been received from the Marlborough Mountain Bike Club to develop an event hub and skills area in an area of the Wither Hills Farm Park that is not used for mountain biking. The development of the area would be undertaken in conjunction with development of a track specifically for the National School MTB Championships event in October 2023. The request also seeks that the boundaries of the current Mountain Bike Park be extended to include the areas for the event hub and skills area.
9. The proposed location for the skills area is between the Gentle Annie and Rotary Lookout Tracks – see Map 1, which shows the proposed area outlined in red against the location of other tracks. Note that the tracks showing as orange are dedicated walking tracks. The green and blue lines are the current mountain bike tracks.



Map 1 – Proposed skills area outlined in red

10. A copy of the proposed works is attached to this item and this shows more detail of the locations and descriptions of what is proposed but essentially the following are the main components:
- Development of a permanent cross-country track to be used for the National School MTB Championships event in October 2023 and for future events that will cross the Gentle Annie Track at one location.

- 5 separate ‘Skills Zones’ with a range of different features in each progressing in difficulty from beginner to advanced. The beginner zone includes basic rock gardens and board walks then advancing to small ladder drops and log rides through to larger gap jumps and ski jumps.
 - Linking tracks between the skills zones that would be for bikers and walkers.
 - Use of the flat area as an event base using existing facilities.
11. The Mountain Bike Club have stated that use of this area as a hub will have the dual benefit of being an area where mountain bike events can be based and the skills park will be an area where riders can practice their skills within a purpose-built facility. They further state that while the Wither Hills Mountain Bike Park is a fantastic facility and a great asset for local riders, there is a lack of a ‘front of house’ event base where regional and national events can be hosted.
 12. The immediate plan is to use these trails and skills area for the upcoming National School MTB Championships event in October 2023 and then regional and national events on a regular basis going forward. The permanent cross country track will mostly use an existing track previously used for the South Island Secondary Schools Mountain Bike Championships in 2009 along with several smaller events since.

Assessment/Analysis

13. The Wither Hills Farm Park Management Plan (Plan) was adopted by Council in 2003 and is due for review. The review process is to commence in a few months with the assistance of an external consultant. The process will follow the Reserves Act requirements for preparing or reviewing reserve management plans and will have two submission rounds.
14. The Plan as it currently stands provides a series of ‘zones’ within which activities are permitted, discretionary or prohibited. Zone 2 is the area of the Farm Park designated as a Mountain Bike Park in which mountain biking is permitted. Zone 1 is the area in which the developments are proposed by the Mountain Bike Club – in this zone mountain biking is a discretionary activity.
15. The Mountain Bike Club consider there will be little impact on the walking track and that the area is under used. They consider any effects can be mitigated to ensure the walking public are not affected. The Club also highlights other locations such as the Stockyard Track where walkers and cyclists use the same track network without any apparent issues.
16. Given that the proposed development is to occur in an area that has traditionally been used largely by walkers it is considered appropriate for there to be public consultation about this. This could occur through the review of the Plan that is about ready to commence with feedback on the proposal being sought in the first round of submissions. The whole process for the review however, could take 18 to 24 months to complete.
17. Alternatively, and as has been recommended, a public consultation process could be undertaken without waiting for the review of the Plan to commence. The results of that consultation would be reported back to the Committee along with a recommendation from staff as to whether the proposed development should proceed at the location.

Next steps

18. Public consultation process is commenced.

Attachment

Attachment 1 – Wither Hills MTB Event Hub and Skills Park

page [49]

Author	Robin Dunn, Parks Officer, Parks and Open Spaces
Authoriser	Jane Tito, Manager, Parks and Open Spaces

Summary of decision-making considerations

Fit with purpose of local government

The proposal enables democratic local decision-making and action by, an on behalf of communities and relates to providing a public service and it is considered good-quality and cost effective].

Fit with Council policies and strategies

	<i>Contributes</i>	<i>Detracts</i>	<i>Not applicable</i>
LTP / Annual Plan	<input type="checkbox"/>	<input type="checkbox"/>	×
Financial Strategy	<input type="checkbox"/>	<input type="checkbox"/>	×
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	×
Social well-being	✓	<input type="checkbox"/>	<input type="checkbox"/>
Economic development	<input type="checkbox"/>	<input type="checkbox"/>	×
Environment & RMA Plans	<input type="checkbox"/>	<input type="checkbox"/>	×
Arts & Culture	<input type="checkbox"/>	<input type="checkbox"/>	×
3 Waters	<input type="checkbox"/>	<input type="checkbox"/>	×
Land transport	<input type="checkbox"/>	<input type="checkbox"/>	×
Parks and Open Spaces	✓	<input type="checkbox"/>	<input type="checkbox"/>

This proposal to consult contributes to the Parks and Open Spaces Activity area by enabling the community to have a say about the Marlborough Mountain Bike Club request.

Nature of the decision to be made

The recommendation to consult does not involve a significant decision in relation to land or a body of water.

Financial considerations

There are no known financial implications of the recommendation to consult

Significance

The decision is considered of low significance under Council's Significance and Engagement Policy.

Engagement

The recommendation is to consult with the community.

Risks: Legal / Health & Safety etc

There are no known significant risks or legal implications of the recommendation to consult.

Climate Change Implications

Not applicable

2022

WITHER HILLS MTB EVENT HUB AND SKILLS PARK



PRESENTED BY
MARLBOROUGH MOUNTAIN BIKE CLUB
4/4/2022

Contents

WITHER HILLS MTB SKILL PARK.....	2
MMBC PROPOSAL.....	2
THE LOCATION AND SCOPE OF THE SKILLS PARK.....	3
WHO IS IT FOR?	3
ACKNOWLEDGING OTHER PARK USERS.....	4
Walking trails.....	4
AREA ENHANCEMENT.....	6
COST AND FUNDING.....	6
Stage 1 – NZ Schools Nationals MTB XC Track	6
Stage 2.....	6
Stage 3.....	6
TRAIL BUILDING TECHNIQUES.....	6
NATIONALS XC COURSE	7
ZONE 1 – FLAT LAND SKILLS ZONE.....	8
<i>Board walk</i> <i>Rock garden</i>	8
ZONE 2 – SMALL FEATURE TRAIL	9
ZONE 3 – JUMP PROGRESSION AND GENTLE DOWNHILL TRAIL CORNERING.	10
ZONE 4 – INTRODUCTION OF SPEED AND SPEED CONTROL	11
ZONE 5 – THE ACTION ZONE!	12
SKILLS AREA DUAL USE PATHWAY.....	13
SUMMARY.....	14

WITHER HILLS MTB SKILL PARK

MMBC PROPOSAL

Marlborough Mountain Bike Club wishes to develop a MTB Event hub and a Skills Park within the forested area behind the Rifle Range Park. This is currently outside of the MTB Park boundary, MMBC request the MTB Park is extended to include this area.

This 'MTB Hub' will have the dual benefit of being an area where Mountain Bike events can be based, and the skills park will be an area where riders can practice their skills within a purpose-built facility.

Whilst the Wither Hills Mountain Bike Park is a fantastic facility and a great asset for our local riders, we currently lack a 'front of house' event base where we can host regional and national events.

The immediate plan is to use these trails for the upcoming NZ Schools National MTB Champs in October 2023 and then regional and national events on a regular basis going forward.

When applying for National level events, facilities, and trail network for both the racing and recreational riding are all taken into consideration before approval.

This area has been used for National MTB events in the past, and currently used by younger riders who have constructed a few smaller jumps and features.

With the Wither Hills subject to Fire Danger closures in summer closing all our MTB tracks close to town, Mountain Bikers effectively lose their sports facility. With the area outlined being within the Lower Farm Park, trails which remain open for much of the summer, we envisage this will also fit within the open zone and become widely used. Having the reassurance that parts of the MTB can remain open during dry periods and fire danger allows MMBC to schedule and plan for events year-round.

The recent Te Taihu Cycling events and strategy undertaken by BERL highlights the importance of an event base. Nelson had already identified this and are currently development a large 'MTB Hub' in the Maitai Valley.



Marlborough Enduro race.

These local events have been hugely popular, selling out every time with approx. 80 entrants.

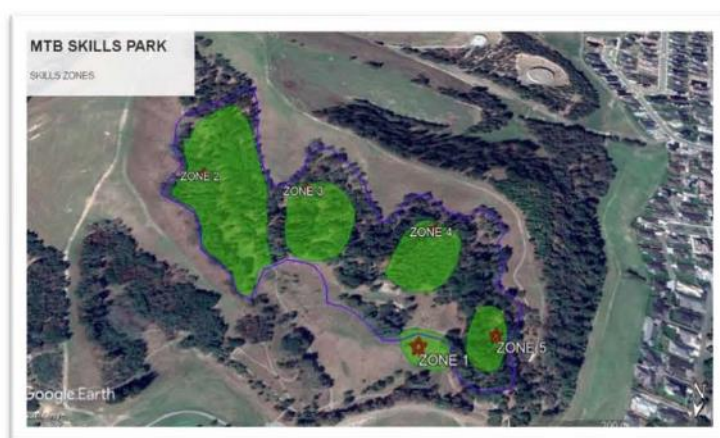
THE LOCATION AND SCOPE OF THE SKILLS PARK

The skills area MMBC are proposing will have 5 separate 'Skills Zones' with a range of different features in each.

Zones 1 to 5 will progress in difficulty from Beginner to Advanced. Rider's confidence will build as they move through the park.

Between each stage there will be 2 'skills tracks'. Beginner and intermediate grade tracks. These will have the features from the previous zone incorporated into the track.

As this area will be purpose built with the skill progression in mind we envisage it will be the ideal location for coaching clinics and parents to follow their children through the zones, whilst also being an area where confident riders can return to revise on and fine tune their skills.



WHO IS IT FOR?

- **Everyone!**
Facilities like this cater to everyone, covering all skill levels. We see this as being the perfect location for MTB Coaching clinics, similar to what is found on Skifeilds with different slopes catering to differing levels.
- **Free use for everyone.**
As with the rest of the Wither Hills farm and MTB park there will be no charge to ride, or expectation to join the MTB Club, although this is encouraged as it helps MMBC to fund projects like this.
- **Family friendly.**
A facility that will cater to everyone from junior riders on 'strider' bikes through to advanced riders. A lower dual use path traversing through the park will allow parents with strollers to follow and supervise their children as they ride through the park. This will double as the spectator area during events.

ACKNOWLEDGING OTHER PARK USERS.

Walking trails

We acknowledge that a small part of this proposed area is within proximity to the Gentle Annie walking track.

We feel that due to the nature of the skills park it will have very little impact on the walking track and enhance an otherwise underutilised and unmaintained area of the Wither Hills Farm Park.

There have been 2 areas identified where the MTB trails will merge with the walking track, but the trail has been designed to have minimal impact on the walking trail.

Most of the proposed area is on currently unused land and well away from the walking trails.

The Gentle Annie area being the only area where riders and walkers will be in the same location.

Points of concern have been noted as,

Riders using the Gentle Annie walking trail.

We envisage the 'riding lines' to be far more enjoyable to ride than the walking track but have considered there may be a temptation to ride the walking track.

We propose the following actions to deter riders using the track.

1. The lower section of the Gentle Annie track is currently in need of repair to address drainage issues and water running down the track. To address this, the addition of small 150mm high steps at approx. 15m distance's can be added to sheet water off the side of the track. This will also act as a deterrent for riders using the track.
2. Signage in key areas clearing stating that it is a 'WALKING ONLY TRAIL, NO BIKES'
3. Small wooden bollards and wire rope in the areas where the riding trail is near the walking trail.
4. Gates. These could be added in key areas along the track. They would definitely deter riders from using the track but may be a hassle for walkers. They would be a last resort option.



*Eroded trail surface on Gentle Annie walking trail.
Drainage and resurfacing required; this will also deter riders from using the walking track.*

Fast moving riders causing distress to walkers.

The skills trails will predominantly slow riding areas. Zone 2 next to the Gentle Annie track will have features such as small rock gardens, wooden ‘skinnies’ bridges and log rides. These are generally ridden at walking pace to a slow jogging pace. 10kmh.

This is an area where we envisage parents will be able to walk up the walking track and watch their children as they ride the trail and negotiate the features.

Trails crossing and points for conflict between users and/or collision.

This is a point of natural concern, although we feel it can easily be managed.

Below ‘Zone 2’ we have noted there is already at least 6 other walking and cycle track crossing points including the shared pathway - Stockyard track.

Before entering the Gentle Annie gully, we have identified numerous crossing points where riders would be potentially crossing at speed. Visibility is key in all these locations and user conflict is greatly reduced.

Within Zone 2 will be the proposed XC Nationals track that traverse through the entire skills park. The MTB trail will be designed so that riders will need to reduce all speed prior to the crossing point. This will be done by adding two corners in prior to the 90deg crossing point. This slows riders whilst also adding greater visibility for walkers spotting the bikers.

Riders will be slowed to less than walking pace, eliminating any potential for a collision.

If this still presents a risk, we can look to build an over bridge for either walkers or bikers.



Current MTB Trail and Walking trail crossing points on route to the proposed skills park.

These can be high speed areas, but the visibility is adequate to prevent unexpected encounters!

AREA ENHANCEMENT

As mentioned, this area is currently used by Mtbers but is outside the current MTB Park Boundary.

As part of the overall Blue Sky plan, we will enhance the area by undertaking the following;

- Remediating or removing old or unsafe MTB trails and features.
- Clearing dead and felled trees.
- Additional Tree planting
- Erosion control
- Upgrade the Gentle Annie walking track to address the water run down the track and the subsequent erosion issues.

COST AND FUNDING

The skills park is proposed to be developed in 3 stages with a start date in Winter 2022 through to Nov 2024.

The total cost estimate at \$60,000.

MMBC will look to fund a large portion of this project via trail sponsorship and community grants.

This is a significant investment for MMBC and we would appreciate the opportunity to discuss funding assistance with MDC.

Stage 1 – NZ Schools Nationals MTB XC Track

Construct the first trail that will flow through all Skill Zones. This will double as the track for this Schools National MTB XC track. (Urgent).

Stage 2

Zone 1, 2, 3 Construction

Stage 3

Zone 4 and 5, the linking Skills Park tracks and a Dual use (walking and Mtbing) access path.

Refer to maps for the 'Zones'.

TRAIL BUILDING TECHNIQUES

Trails will be built within the current MTB trail guidelines and under supervision of MMBC trail builders and MTB trail building contractors.

Trails will be following the contour of the slope with regular rise and fall along the track to address drainage, provide interest to the trails and ensure safe and sustainable trails.

Wooden features will be built under the supervision of a Qualified Builder and meet current Building code specifications. All wooden features will be under 1m in height.

NATIONALS XC COURSE

MMBC have proposed the following course for the 2023 School Nationals.

A key aspect for an XC course is the requirement for a large pit area, which will be within the Rifle Range event base, technically challenges with multiple A and B line options, areas of trail that allow ease of passing and spectator friendly.

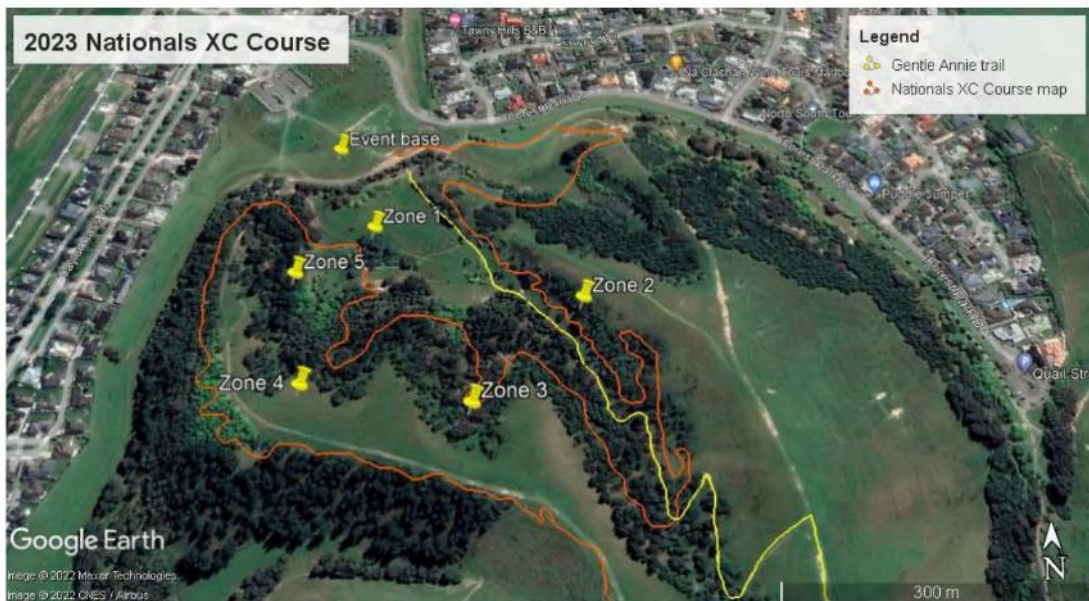
The area we have outlined has all these features.

This will open opportunities in the future to host regional and national events. CHCH have developed an XC facility at the Crocodile Park on very similar terrain. This has enabled them to host XC Nationals regularly.

Below is an outline of the course.

The majority of this trail is on existing trail, the only new trail required is within Zone 2 and upgrades required to the old 2009 nationals trail within zones 3, 4 and 5.

There will only be 1 crossing point of the Gentle Annie track.



Proposed XC Course

ZONE 1 – FLAT LAND SKILLS ZONE.

Zone 1 is where riders can get a taste for what they will find in the following 4 Skills zones.

This is where parents can introduce children to basic MTB skills and also for any coaching clinics to form a base from.

The 'track' will include very basic rock gardens, board walks and basic small flat berms.

Skills taught will be body position on the bike and balance.

Within the perimeter track of zone 1 can be a picnic area. Picnic tables and trees planted for shade.



Zone 1 – Features (examples of some)



Board walk



Rock garden

ZONE 2 – SMALL FEATURE TRAIL.

Zone 2 will have a 2 way track in the gully. Riders will be able to ride both up and down the trail. Riding both ways will require different skill sets on the same features.

Features found within Zone 2.

- Board walks
- Rock gardens
- Small ladder drops
- Skinny's (narrow board walks, log rides)

Gentle Annie walking track.

As part of the Zone 1 development we will upgrade the Gentle Annie walking track addressing drainage issues and re-surfacing sections of the trail.

The addition of small steps will reduce erosion by slowing the water run down the track whilst also discouraging riders from using the walking track.



Zone 2 – Features. Board walks, Ladder drops, rock gardens.



ZONE 3 – JUMP PROGRESSION AND GENTLE DOWNHILL TRAIL CORNERING.

Zone 3 will have 1 descending trail that will lead down from the head of the basin plus a climbing track back to the head of the trail.

The descending trail will be mostly a single trail, but will split into 2 or 3 for a short distance where the trail features are located allowing for 2/3 different sizes and skill levels.

Skills taught

Skills taught on step up, step downs, ski jumps and drops form the basis of 'jumping'. They break down a 'full' table top jump or Gap jump into 4 parts.

1. The approach.
2. The take off.
3. Bike and body control in the air.
4. The landing and regaining braking control.

Trail Features

- Step ups - 'the take-off'.
- Step downs - 'the landing'.
- Ski jumps - 'judging distance and speed control on landing'.
- Ladder drops – 'Speed control and judging speed'.
- Berm track – small 1 foot high. 5-10m radius. Small slope. Initiating braking control.

Trail specifications.

- 1m wide.
- Natural drainage.
- Stone and rock armouring in drainage areas.
- Grade 2 – 3.



ZONE 4 – INTRODUCTION OF SPEED AND SPEED CONTROL.

Zone 4 will have 1 trail from the head of the basin. Incorporated into the trail will be features with alternative a, b, c lines. These 'lines' will have 3 features all the same design, but at 3 different levels. Small, Medium Large.

Run in's, landings and run outs will all be identical to ensure familiarity and confidence for the rider, the only change and focus is the size of the feature.

Skills taught

To master a jump the rider must be able to judge their speed, too fast and they may jump too far, too slow and they may not make the landing.

2 critical skills are;

1. **Judging speed.** As riders approach a feature they will need to ensure they have the correct speed to accomplish the feature.
2. **Braking and speed control.** Slowing down prior to a trail feature and coming to a controlled stop after a trail feature.

Trail Features

Each features will progress in size.

- Larger ski jumps x 3
- Table tops x 3
- Gap Jumps x3
- Berms x6 (left and right)

Trail Specifications

- 1m wide
- Natural drainage
- Grade 2



ZONE 5 – THE ACTION ZONE!

ZONE 5 will have 3 trails and incorporate all the previous features. The 3 trails A, B, C will traverse across the hill separately.

Skills taught.

It's the home run after working your way through Zones 1,2,3,4. It's where riders will put their new learnt skills into action!

Trail features

- Board walks
- Skinnies
- Table top jumps
- Gap Jumps
- Berms

Track specifications.

- Tracks will be 500mm to 1m wide.
- Traversing the hillside with natural drainage.
- Gravel armouring on wide/flat sections of trail.
- Grade 2 and 3



Example of jumps that would be found in Zone 5.



SKILLS AREA DUAL USE PATHWAY

This dual use pathway will follow a contour traversing around the lower hill below each zone. This will enable easy access for bikers into each zone, whilst also enabling non riding parents and spectator's easy access. They will be able to follow the riders through the entire Skills area.

Track Spec

- Dual use – primarily used for bikers and walkers to view and access the skills area.
- 1.2m wide track. Wide enough for a push chair with a child walking or riding beside.
- Gravelled to ensure a minimum maintenance all weather path.



SUMMARY

Marlborough Mountain bike club have noted and been advised of a lack of suitable trails and trail features for coaching Mountain Bikers.

The area we have identified is a prime location for a skills park and we anticipate this could set a standard for Skills Zones/parks in NZ.

MMBC are willing to organise the development of this park to ensure we achieve the plan outlined above.

With this area and the proposed trails ear marked as a venue for the upcoming NZ Schools MTB Championships (Oct 2023) we look forward to your prompt response.

Kind Regards

Fraser Brown,

Marlborough Mountain Bike Club.

14. Information Package

RECOMMENDATION

That the Assets & Services Information Package dated 25 August 2022 be received and noted.

15. Decision to Conduct Business with the Public Excluded

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

- Tender

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
Tender	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.