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**MARLBOROUGH  
DISTRICT COUNCIL**



Only Marlborough

16 September 2022

Record No: 22187350  
File Ref: D050-001-02  
Ask For: Mike Porter

## **Notice of Council Meeting – Thursday, 22 September 2022**

Notice of the Council Meeting to be held in the Council Chambers, 15 Seymour Street, Blenheim on Thursday, 22 September 2022 to commence at 3.00 pm.

### **BUSINESS**

As per Order Paper attached.

MARK WHEELER  
**CHIEF EXECUTIVE**



**Order Paper for the  
COUNCIL MEETING  
to be held in the Council Chambers, 15 Seymour Street, Blenheim  
on THURSDAY, 22 SEPTEMBER 2022 commencing at 3.00 pm**

**Open Meeting**

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**Public Excluded (3.05 pm)**

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**Open Meeting (3.45 pm)**

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## Marlborough District Council

Order Paper for the  
**COUNCIL MEETING**  
to be held in the Council Chambers, 15 Seymour Street, Blenheim  
on THURSDAY, 22 SEPTEMBER 2022 commencing at 3.00 pm

### 1. Karakia

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Tēnā koutou, tēnā koutou, tēnā koutou katoa  
E te Atua tō mātou Kai-hanga,  
ka tiāho te maramatanga me te ora, i āu kupu kōrero,  
ka tīmata āu mahi, ka mau te tika me te aroha;  
meatia kia ū tonu ki a mātou  
tōu aroha i roto i tēnei huihuinga.  
Whakakī a matou whakaaro ā mātou mahi katoa,  
e tōu Wairua Tapu.  
Āmine.

(God our Creator,  
when you speak there is light and life,  
when you act there is justice and love;  
grant that your love may be present in our meeting.  
So that what we say and what we do may be filled with your Holy Spirit.  
Amen.)

### 2. Apologies

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### 3. Declaration of Interests

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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.

## 4. Decision to Conduct Business with the Public Excluded

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

- Confirmation of Public Excluded Minutes
- Committee Reports (Public Excluded Sections)
- Property Acquisition
- Contract Consideration

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
<b>Minutes and Committee Reports</b>	<b>As set out in the Minutes and Reports</b>	<b>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.</b>
<b>Property Acquisition</b>	<b>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).</b>	<b>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.</b>
<b>Contract Consideration</b>	<b>In order to protect the privacy of natural persons, as provided for under Section 7(2)(a).</b>	<b>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.</b>

## **5. Minutes**

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- 5.1 Confirmation of the Minutes of the Council Meeting held on 11 August 2022  
(Minute Nos. Cncl-0822-40 to Cncl-0822-47)



**Minutes of a Meeting of the  
Marlborough District Council  
held in the Council Chambers and via Zoom, 15 Seymour Street, Blenheim  
on THURSDAY 11 AUGUST 2022 commencing at 9.00 am**

## **Present**

The Mayor J C Leggett (in the Chair), Cllrs J L Andrews, J A Arbuckle, C J Brooks, J D N Croad, B G Dawson, B A Faulls, G A Hope, F D Maher, M A Peters, T P Sowman and N P Taylor.

## **Present via Zoom**

Cllrs M J Fitzpatrick and D D Oddie.

## **In Attendance**

Mr M S Wheeler (Chief Executive), Mr A J Lyall (Property and Community Facilities Manager), Mr R Foitzik (General Counsel), Mr H R Versteegh (Environmental Science & Policy Group Manager), Mr M J Porter (Democratic Services Manager) and Ms N J Chauval (Support Services Administrator/Zoom Management).

## **Karakia**

The meeting opened with a karakia.

The Mayor welcomed all to the meeting, whether present in the Council Chambers or via Audio Visual link (Zoom) as per Standing Orders and the *COVID-19 Response (Urgent Management Measures) Legislation Act 2020*. The Mayor also advised the meeting was being recorded and that a link to the recording would be loaded to Council's website as soon as practicable following the meeting in accordance with the *COVID-19 Response (Urgent Management Measures) Legislation Act 2020*.

## **Obituaries**

Cllr Hope delivered a tribute in honour of Tom Harrison BEM, a former Mayor, District Councillor and Blenheim Borough Councillor, who passed away on 18 July 2022. The Mayor delivered a tribute in honour of Richard Bradley, Chief Negotiator for Rangitāne o Wairau's settlement process with the Crown, and a key driver in upholding the history of the Wairau area, who passed away early July 2022.

A period of silence was observed.

## **Cncl-0822-40 Declaration of Interests**

-

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

A number of declarations were noted in the agenda:

- The various interests as declared under Minute Nos. Cncl-0622-380;
- The interests as declared under Minute No. PF&C-0722-28 (Minute Nos. PF&C-0722-30 and PF&C-0722-32); and
- The interest as declared at the meeting by Cllr Croad under Minute No. Cncl-0822-e-7.

## **Cncl-0822-41 Confirmation of Minutes**

-

**The Mayor/Cllr Taylor:**

**That the Minutes of the Council Meeting held on 30 June 2022 (Minute Nos. Cncl-0622-380 to Cncl-0622-389) be taken as read and confirmed.**

**Carried**

## Committee Reports

### **Cncl-0822-42      Assets & Services Committee**

-

**Cllrs Fitzpatrick/Arbuckle:**

**That the Committee report contained within Minute Nos. A&S-0722-1 to A&S-0722-13 be received and the recommendations adopted.**

**Carried**

### **Cncl-0822-43      Environment Committee**

-

**Cllrs Hope/Sowman:**

**That the Committee report contained within Minute Nos. Env-0722-14 to Env-0722-27 be received and the recommendations adopted.**

**Carried**

### **Cncl-0822-44      Planning, Finance & Community Committee**

-

**Cllrs Peters/Croad:**

**That the Committee report contained within Minute Nos. PF&C-0722-28 to PF&C-0722-39 be received and the recommendations adopted.**

**Carried**

### **Cncl-0822-45      Victoria Domain Reserves Management Plan – Proposed Change for use of Memorial Park**

**R510-014-029-02**

Members noted that the purpose of the report was to seek approval to notify a proposed change, for the purposes of public submission in accordance with section 41 of the Reserves Act, to the Victoria Domain Reserves Management Plan (Plan) (as set out in Attachment 6.1 to the agenda) regarding the use of Memorial Park for temporary parking.

Mr Lyall reported that at the Assets and Services meeting of 16 June 2022 it was resolved to proceed with a review of the Plan to deal with an issue regarding parking of vehicles on Memorial Park from overflow parking associated with the operation of Picton Marina. The review has now been completed and a draft change has been prepared to the Plan that will enable a larger area of Memorial Park to be used for temporary parking and provides for the area of land allocated in Memorial Park for temporary parking be increased in size by approximately 40 percent; and that a clear accessway of 5 metres in width be provided on the south side of Memorial Park for pedestrian and bicycle access to the head of Memorial Park. Consultation with Te Ātiawa will be undertaken. Notification will occur on 16 August 2022 with a four-week submission period closing on 13 September 2022.

**Cllrs Brooks/Oddie:**

- 1. That Council approve the proposed change to the Victoria Domain Reserves Management Plan as set out in Attachment 6.1 to the agenda for the purposes of public submission in accordance with Section 41(6) of the Reserves Act 1977.**
- 2. That as a comprehensive review of the Victoria Domain Reserves Management Plan is not being undertaken, the Council resolves under section 41(5A) of the Reserves Act that written suggestions under section 41(5) are not required as these would not have materially assisted in the preparation of the proposed change to the Plan.**

**Carried**

## **Cncl-0822-46      Amendment to Building Act 2004 Instrument of Delegation      L150-003-01**

Members noted that the purpose of the report was to approve the amended Building Act 2004 Instrument of Delegation (**attached** as Attachment 7.1 to the agenda).

Mr Foitzik reported that Council performs the functions of a Building Consent Authority (“**BCA**”) for its district under the Building Act 2004 (“**the Act**”) and is registered under the Act. MBIE requires Council to maintain a BCA accreditation under the Building (Accreditation of Building Consent Authorities) Regulations 2006 (“**Regulations**”) and has appointed IANZ to undertake those accreditations each year. The scope of the accreditation covers all of Council’s statutory obligations as a registered BCA under the Act.

The last audit by IANZ took place in May 2022 and found a breach of general non-compliance that the Council’s building consent team Instrument of Delegation (“**the Instrument of Delegation**”) did not include sections 104, 165 and 166 as the defined building control functions under section 3 of the Regulations. IANZ requires Council to review and amend the Instrument of Delegation by 19 August 2022.

**Cllrs Sowman/Taylor:**

- 1. That the Council decides to assume the delegated responsibilities and duties of the Environment Committee in respect of ‘Building Control’ matters.**
- 2. That the Council approves the amended Instrument of Delegation to clear the non-compliance as notified by IANZ.**
- 3. That the previous Building Act 2004 Instrument of Delegation dated 15 November 2018 is revoked and replaced with the amended Building Act Instrument of Delegations dated 3 August 2022 with effect of 11 August 2022 (attached as Attachment 7.1 to the agenda).**
- 4. That the Council, after having made the decisions under 1- 3 above, confirms the delegations to the Environment Committee as set out in Minute No. Cncl-1019-129 (attached as Attachment 7.2 to the agenda).**

**Carried**

## **Cncl-0822-47      Decision to Conduct Business with the Public Excluded      -**

**The Mayor/Cllr Arbuckle:**

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

- Confirmation of Public Excluded Minutes**
- Committee Reports (Public Excluded Sections)**
- Partial Revocation Request**
- Draft Bylaw Considerations**

**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
<b>Minutes and Committee Reports</b>	<b>As set out in the Minutes</b>	<b>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.</b>
<b>Partial Revocation Request</b> <b>Draft Bylaw Considerations</b>	<b>To enable the Council, as holder of the information, to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) provided for under Section 7(2)(i)</b>	<b>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.</b>

**Carried**

The meeting closed at 10.35 am.

Confirmed this 22<sup>nd</sup> day of September 2022

J C LEGGETT  
**MAYOR**

Record No. 22181968

## **6. Committee Reports**

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### **6.1 Assets & Services Committee**

Assets & Services Committee Meeting held on 25 August 2022  
(Minute Nos. A&S-0822-48 to A&S-0822-61)



**Report and Minutes of a Meeting of the  
ASSETS & SERVICES COMMITTEE  
held in the Scenic Hotel, Marlborough Room, 65 Alfred Street, Blenheim and via Zoom  
on THURSDAY, 25 August 2022 commencing at 9.00 am**

### **Present**

Clrs N P Taylor (Chairperson), M J Fitzpatrick (Deputy), C J Brooks, B G Dawson, F D Maher, M A Peters and Mr R Hunter (iwi representative)

### **Present via Zoom**

Clr J L Andrews

### **Also Present**

Clrs J A Arbuckle, G A Hope, J D N Croad, B A Faulls and T P Sowman

### **Also Present via Zoom**

Clr D D Oddie

### **In Attendance**

Mr Richard Coningham (Manager – Assets & Services Department), Jamie Lyall (Manager – Property and Community Facilities), Mike Porter (Democratic Services Manager/Teams Management) and Nicole Chauval (Committee Secretary).

### **Apologies**

**No apologies were received.**

## **A&S-0822-48 Declaration of Interests**

-

Clr Taylor declared an interest in Item 6 - Oxford Street Picton Intersection – Heavy Traffic Control and Item 7 – Picton Truck Parking. Clr Fitzpatrick assumed the Chair for these items.

Clr Maher declared an interest in Item 12 – A&P Park Sheep Pavilion – Funding Request

ATTENDANCE: Dr John Forrest, Council Nominated Trustee and Luke Van Velthooven, Chairperson Whale Trail Trust were present for the following item.

## **A&S-0822-49 Whale Trail Project Update – August 2022**

**C230-001-C02**

Members were provided with a progress update for the Whale Trail. A powerpoint presentation was shown, highlighting the progress to date (filed in CM Record No. 22172256).

It was noted that the Clip-On section for the Wairau Bridge is ready for use. The project was completed on time and under budget. A blessing was conducted yesterday and an official opening will be scheduled for a later date. The bridge and clip-on section came through the recent flooding event relatively unscathed.

The Awatere Bridge element has 100% design approval from KiwiRail and an MoU with KiwiRail re overall support for project and maintenance and ownership post construction has been signed. The project is currently out to tender. Targeting completion for mid-2022.

John Forrest acknowledged the significant and tireless work being undertaken by volunteers over a considerable amount of time and without that input and commitment the project would not be where it is today.

It was reported the trail has received support from Te Rūnanga O Kaikōura with representation for Rūnanga on the Trust Board. There is ongoing work to find solutions for culturally sensitive areas. Assessment of inland route options have been completed from Clarence/Waitoa to Hapuku previously (NCTIR section). It was noted that this inland route is out of scope of the current project.

Trail infrastructure is an important aspect of the trail with regular rest areas and toilets being installed. The Trust is connecting with other funders for specific enhancements eg Yealands Sustainability grant for plantings which will be appropriate for their location. The Trust is working with Rotary to assist coordination of volunteers. Storytelling will be an exciting aspect of the trail and cultural interpretation will be developed with iwi.

Future funding and ongoing maintenance of the trail was raised and a response was provided by Mr van Velthooven.

**Cllrs Peters/Dawson:**

**That the information be received.**

**Carried**

NB: The following item was brought forward from Item 12 on the agenda.

ATTENDANCE: Mr Robert Hutchinson, Council's Parks & Open Spaces Officer, was present via zoom for the following item. William Harris, President A&P Association and Jane Tito, Manager Parks and Open Space were present for the following item.

## **A&S-0822-50      A&P Park Sheep Pavilion - Funding Request**

**R510-009-A01-01**

Jane Tito noted that the purpose of the report was to seek Council's approval for funding to assist in the restoration works for the historic Sheep Pavilion at A&P Park. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22172413).

It was reported that the A&P Association had submitted to the Annual Plan 2019/20 for financial assistance to repair the historic Sheep Pavilion at A&P Park with the decision that it be referred to the Assets and Services Committee for consideration. The Sheep Pavilion will turn 100 years old in 2023.

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. The A&P Association also engaged a quantity surveyor to evaluate the restoration works involved and provided a costing for review by Council and Heritage New Zealand. The restoration plan was provided to Heritage New Zealand for assessment and was accepted in mid-2021.

Since the evaluation in 2021 the cost of repair has increased from \$94,000 to \$127,500. Discussion has been had and an agreement has been proposed for 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.

It was noted there could be additional costs as further issues may be discovered once repairs are underway. Long term there is A&P budget to deal with maintenance that arise in the future.

In response to a query regarding other funding sources William Harris, President A&P Assn advised that the Association is working hard to source additional funding and coming up with fundraising ideas. There is also potential for the site to be available for other users. Consideration is also being given for the removal of some of the sheep pens to enable the Farmers Market to expand.

**Cllrs Brooks/Peters:**

**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.**

**Carried**

NB: Cllr Maher declared an interest in the above A&P Park Sheep Pavilion – Funding Request and did not take part in discussions nor vote on the issue.

ATTENDANCE: Mr David Craig, Council's Finance & Information Supervisor, was present for the following two items.

**A&S-0822-51      Interim Financial Report for the year to 30 June 2022      F275-001-02**

The Interim Financial Report for the Assets and Services and Community Facilities (including Parking) Departments for the year 30 June 2022 were presented.

Major variances between year to date actual and budget were noted and further detailed in the report.

In particular it was noted that 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. This is the first year that Renwick residents have been charged for water usage.

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. It was reported that trade waste has been down for a number of years. A review is underway for trade waste charges and as part of that there will be a reassessment of those budgets.

**Cllrs Peters/Dawson:**

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

**Carried**

**A&S-0822-52      Budget Carryovers      F275-001-02**

Members noted that the purpose of the report was to present the 2021/22 departmental carryovers for approval.

A number of works scheduled for completion in 2021/22 did not proceed (or were not completed) for a variety of reasons. Details of these works were recorded on the schedule which was attached to the agenda item.

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

**Cllrs Peters/Dawson:**

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

**Carried**

**A&S-0822-53      Oxford Street Picton Intersection - Heavy Traffic Control      R800-007-02**

The purpose of the report was 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.

Before the item was discussed Richard Coningham advised members that there has been further discussion with the Regional Transport Association who have continued concerns in relation to sight lines and speed.

Cllr Maher supported Mr Coningham noting that it would be unwise to proceed and proposed that the item lie on the table for further work to be undertaken.

**Cllrs Maher/Brooks:**

**That the issue of Oxford Street Picton Intersection - Heavy Traffic Control lie on the table for further work to be undertaken.**

**Carried**

NB: Cllr Taylor declared an interest in the above Oxford Street Picton Intersection – Heavy Traffic Control and did not take part in discussions nor vote on the issue. Cllr Fitzpatrick assumed the chair.

**A&S-0822-54      Picton Truck Parking**

**R800-007-02**

Members noted that the purpose of the report was to determine 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.

Members supported Council beginning a process of alternate options for truck parking and community consultation which could include a truck parking bylaw aiming at implementation early in 2024.

**Cllrs Maher/Brooks:**

**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.**

**Carried**

NB: Cllr Taylor declared an interest in the above Picton Truck Parking item and did not take part in discussions nor vote on the issue. Cllr Fitzpatrick assumed the chair.

**A&S-0822-55      Adoption of a Road Stopping Policy – Decision**

**L150-023-002-34**

Mr Coningham noted that the purpose of the report was to seek the Council's approval to adopt the Urban Road Stopping Policy. The policy was attached to the agenda for members' information.

It was noted that the Marlborough District Council does not currently have a policy for stopping roads within the district. The policy was prepared on the basis that each application will be considered on its own merit. Members were advised that 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.

Members were advised the policy is only for urban roads and 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 were urban.

**Cllrs Maher/Fitzpatrick:**

**That Council adopts the Urban Road Stopping Policy (attached as *Appendix 1*).**

**Carried**

ATTENDANCE: Mr Brett Walker, Council's Infrastructural Projects Engineer, was present for the following item.

**A&S-0822-56      Out of District Water Connection and  
Wastewater Connection application for  
40 Waters Avenue**

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

Members noted that the purpose of the report was to consider an Out of District Water connection and an Out of District Wastewater connection application.

Mr Walker advised that 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.

The site is no longer used for timber processing and the applicant proposes to lease parts of the site to various tenants. Council's infrastructure has the capacity to serve this property and proposed demand.

**Cllrs Fitzpatrick/Maher:**  
**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.**

**Carried**

The meeting adjourned at 10.08 am for Councillors to meet with Minister McAnulty. The meeting resumed at 11.39 am.

ATTENDANCE: Jane Tito, Council's Manager Assets & Services, was present for the following two items.

**A&S-0822-57      Responsible Camping – Ranger Monitoring**  
**R510-005-05**

Members noted the purpose of the report was to seek approval for funding to manage monitoring of responsible camping across the Marlborough region for this financial year.

It was reported that from 2018-2020 Central Government provided funding assistance for monitoring responsible camping within the region. In November 2021 Council approved funding to monitor responsible camping for the 2021/22 holiday season. The funding provides a comprehensive monitoring programme for responsible camping across Marlborough in line with the expectations of the community.

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.

It was reported that a budget item will be included in the 2023/24 Annual Plan for ongoing funding approval.

It was noted that while the period of monitoring is the same, an increase in funding to \$90,000 is being sought to cover a potential wider monitoring scope and increased operating costs to be funded from the Forestry and Land Development Reserve. The increase will also cover potential changes to the Responsible Camping Control Bylaw 2020, currently under review, with more outer lying areas of the region to be included. It was noted that the previous years' budget had been exceeded.

Members noted the recent weather event and the impact it has had on Rai Valley, French Pass and the Marlborough Sounds and queried whether this would have an effect on the monitoring budget. It was noted that the Sounds was a prohibited area and monitored on complaint basis only. Currently there is no public access and it will remain that way for some time which is likely to have an effect on camping areas in South Marlborough due to the Sounds not being accessible.

In consideration of that Cllr Peters proposed that the wording 'up to' be added to the recommendation to reflect the unknown element this event has thrown up.

Members were advised that the level of monitoring undertaken in recent years has contributed to fewer complaints. It is also clear from submissions received during the recent bylaw process that daily monitoring is regarded as essential by the community and the bylaw itself contemplates regular monitoring of responsible camping sites.

In response to a query regarding monitoring of vehicles to ensure compliance. Ms Tito noted this was monitored last year and will continue to be monitored this year.

**Cllrs Peters/Brooks:**

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

**Carried**

NB: Cllr Faulls declared an interest in the above Responsible Camping – Ranger Monitoring item and did not take part in discussions nor vote on the issue.

## **A&S-0822-58      Request to Hold an Event Churchill Glade, Pollard Park      R510-009-P06-01**

Ms Tito noted that the purpose of the report was 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.

Members were advised that no concerns have been identified by staff with the holding of previous events of a similar type at Churchill Glade. The Pollard Park Management Plan clearly anticipates 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. It was noted that a special licence will be required for the event, which will be dealt with independently of this request.

It was noted that the Council's park booking process for events held at parks and reserves also requires a range of conditions to be met before approval is given.

**Cllrs Fitzpatrick/Brooks:**

**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.**

**Carried**



ATTENDANCE: Mr Robin Dunn, Council's Parks & Open Spaces Officer, was present for the following item.

**A&S-0822-59      Wither Hills Farm Park – Mountain Bike Event  
Hub and Skills Area      R510-009-W03-11**

Mr Dunn noted that the purpose of the report was for Council to consider a request 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; and extend the current Mountain Bike Park on the Wither Hills to include this new area. To highlight this report a powerpoint presentation and video were shown (presentation filed in CM Record No. 22172878 and 22173472).

A report of the proposed works which included details of the locations and descriptions of what is proposed was attached to the agenda for members' information.

Members were advised that as the identified location is outside of the area designated for mountain biking in the Wither Hills Farm Park Management Plan further assessment of the event hub and skills area proposal is considered necessary.

It was noted that a review of the Plan is to be started within the next few months but that will take some time to progress, therefore it is proposed that a specific public 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 being located between two popular walking tracks.

Consultation would commence within the next four weeks and be open for up to six weeks. There would be wide consultation which would include users of the park.

Members were advised that parts of the development of the area would be undertaken in conjunction with the approved development of a track specifically for the National School MTB Championships event scheduled for October 2023.

**Cllrs Fitzpatrick/Dawson:**

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 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 area on the Wither Hills to include this proposed skills area.

**Carried**

**A&S-0822-60      Information Package**

-

**Cllrs Brooks/Dawson:**

That the Assets and Services Information Package dated be received and noted.

**Carried**

## **A&S-0822-61      Decision to Conduct Business with the Public Excluded**

Cllrs Taylor/Peters:

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) provided for under Section 7(2)(i)	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under Section 7 of the Local Government Official Information and Meetings Act 1987.

**Carried**

The meeting closed at 12.14 pm.

Record No. 22174480

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

## 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:

<b>Term</b>	<b>Definition</b>
<b>Carriageway</b>	<b>The (kerb-to-kerb) section of a street or road that is primarily used by motor vehicles. It is legally defined as roadway.</b>
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.

Term	Definition
Road	As defined in s 315 of the Local Government Act 1974 and s 43(1) of the Government Roadway Powers Act 1989, and includes part of a road.  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.

## **6. Committee Reports**

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### **6.2 Environment Committee**

Environment Committee Meeting held on 1 September 2022  
(Minute Nos. Env-0922-62 to Env-0922-76)



**Minutes of a Meeting of the  
ENVIRONMENT COMMITTEE**  
held in the Scenic Hotel, Marlborough Room, 65 Alfred Street, Blenheim and via Zoom  
on THURSDAY, 1 SEPTEMBER 2022 commencing at 9.00 am

### **Present**

Councillors G A Hope (Chairperson), D D Oddie (Deputy), J A Arbuckle, J D N Croad, B A Faulks, T P Sowman, Mr E R Beech (Rural representative) and Mayor J C Leggett

### **Also Present**

Councillors J L Andrews, C J Brooks, F D Maher and M A Peters

### **Also Present via Zoom**

Clr N P Taylor

### **In Attendance**

Mr H R Versteegh (Environmental Science and Policy Group Manager), Mike Porter (Democratic Services Manager/Teams Management) and Nicole Chauval (Committee Secretary)

### **Apologies**

No apologies were received.

## **Env-0922-62 Declaration of Interests**

-

No interests with items on the agenda were declared.

ATTENDANCE: Oliver Wade, Council's Principal Scientist - Coastal Role was present for the following two items.

## **Env-0922-63 Technical Options for Marine Coastal Habitat Restoration Across Te Taihu E325-018-001**

Mr Wade noted that the purpose of the report was to provide information on a recently received report on restoration options across Te Taihu authored by Dr Sean Handley of NIWA. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22178379).

The report was produced in collaboration with the Marlborough District Council (MDC), Nelson City Council (NCC) and Tasman District Council (TDC) on a medium Envirolink Grant to engage Sean Handley of NIWA to produce the report.

The report discussed three aspects of restoration - the reasons that coastal marine restoration may be needed in Te Taihu; a summary of existing marine restoration techniques that are relevant to Te Taihu and the potential methods or species to consider for Te Taihu restoration activities and highlighting projects that are 'shovel-ready'.

Ecological restoration is defined as "the process of assisting the recovery of an ecosystem that has been degraded, damaged, or destroyed".

The report reviewed methods for restoration of coastal wetlands and saltmarshes and briefly reviewed the reasons that restoration may be needed in Te Taihu. It summarised the existing marine restoration techniques that are relevant to Te Taihu and recommended methods or species to consider implementing for Te Taihu restoration activities.

Mr Wade noted there have been early successes in Te Taihū which is cause for optimism. Any marine restoration, habitat creation or habitat enhancement provides demonstrable economic, societal and ecological benefits that once initiated can build further support. There will be an element of “learning-by-doing”.

In response to a query on whether there is the potential to have any projects fully formulated to bring to the next Annual Plan or LTP, Mr Wade advised that it is intended that a project will be presented to the next Annual Plan but the most immediate option is for Council to continue its support for phase two of the Te Hoiere project.

**Cllrs Oddie/Hope:**  
**That the report be received.**

**Carried**

ATTENDANCE: Dr Nick Shears, University of Auckland was present via Zoom for the following item.

## **Env-0922-64      Update on Kina Removal Project and Seaweed Restoration Project      E325-002-004-01**

The report provided an update to members on the research programme on kina barrens in Tōtaranui/Queen Charlotte Sound. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22178480).

The presentation described the methods and initial findings of a project to remove kina and measure seaweed species in Tōtaranui/Queen Charlotte Sound.

It was noted that kelp forests are biodiversity hotspots providing habitat and food for a host of different organisms whilst also sequestering carbon and improving water quality. Kelps and other seaweeds have been gradually disappearing from the Marlborough Sounds and wider coastal marine area for the last 50 years. The causes of kelp loss is likely to be a combination of sedimentation, a proliferation of kina due to loss of predation and sea temperature rise caused by climate change. By removing kina from certain areas it is hoped that kelp and other seaweeds will recolonise these areas.

**Cllrs Hope/Croad:**  
**That the report be received.**

**Carried**

ATTENDANCE: Ms Sarah Brand, Council's Strategic Planner, was present via Zoom for the following item.

## **Env-0922-65      Blenheim Air Emission Inventory 2022 E300-004-002-01**

Sarah Brand presented the Blenheim Air Emission Inventory – 2022. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22178377).

The report provided an updated assessment of estimated sources of emissions to air and evaluated changes in PM<sub>10</sub> emissions to air in Blenheim over time. Assessments have been carried out at five yearly intervals, with the last assessment done in 2017.

It was noted that around 409 kilograms of PM<sub>10</sub> is discharged to air in Blenheim on an average winter's day for 2022. This compares with an estimated 658 kilograms per day for 2017 indicating a reduction in emissions of around 38% since 2017. This is significantly more than the 5% estimated for the period from 2012 to 2017 and likely represents the implementation of air plan measures targeting PM<sub>10</sub> from domestic heating and outdoor burning.

The data since 2019 suggests exceedance numbers may have decreased as in 2019 there was 1 exceedance; 2020 had 3 exceedances and in 2021 there was 1 exceedance which is typical of wintertime elevated PM<sub>10</sub>



Members were advised that domestic home heating is the main source of daily winter CO, and CO<sub>2</sub>. Motor vehicles are the main source of daily winter NO<sub>x</sub> and industry is the main source of SO<sub>x</sub>. It was reported that the other exceedances in 2021 had shown elevated coarse fraction PM indicating a different source which is believed to have been fine dust from nearby subdivision earthworks.

Ms Brand noted that the messages are getting out there and the inventory does show there has been a reduction. Staff will be doing more work with Compliance in this area especially if the government moves to PM<sub>2.5</sub>. For this winter we have had 1 PM<sub>10</sub> exceedance and 27 PM<sub>2.5</sub> exceedances, we are only allowed 3 PM<sub>2.5</sub>

**Cllrs Hope/Sowman:**

**That the “Blenheim Air Emission Inventory 2022” report be received.**

**Carried**

ATTENDANCE: Ms Steffi Henkel, Council's Environmental Scientist, Water Quality, was present for the following two items.

## **Env-0922-66      Surface Water Quality – Report Card 2022**

**E375-001-001-03**

Members noted that the purpose of the report was to provide an update on changes in regional river water quality. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22178373).

Ms Henkel reported that water quality is monitored at 35 river and stream sites across the Marlborough region. To assess the state of river water quality, the monitoring results over a period of three years are used for the calculation of a Water Quality Indices for each of the monitoring sites. For the 2019-2021 period, most waterways had water quality in the good or fair category. For the majority of monitoring sites, changes in the Water Quality Index were very minor compared to the indices reported in the previous year.

At five sites, the Water Quality Index increased slightly, while seven sites had a slight decrease in the index. Decreases were mostly related to increases in dissolved nitrogen concentrations as a result of greater leaching losses due to rainfall.

Members were advised that a full report on the state and trends of river water quality is published every three years. The next full report is planned to be published in 2023.

**Cllr Hope/Mr Beech:**

**That the information be received.**

**Carried**

## **Env-0922-67      Surface Water Quality in the Flaxbourne Catchment**

**E375-010-001-01**

Ms Henkel presented the Water Quality in the Flaxbourne River Catchment report. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22178373)

Ms Henkel noted that the Flaxbourne catchment receives comparatively little rainfall and subsequently, river flows are low, and parts of the river and its tributary streams lose all surface flow during dry summers. The dry climate and subsequent low flows cause the waterways in the Flaxbourne to be significantly more sensitive to contaminant inputs compared to other catchments within the region.

Members were advised that in order to better understand surface water quality in the catchment, the Flaxbourne River was sampled at several locations along its length. Some of the main tributary streams were also sampled. All samples were taken during baseflow conditions. Apart from higher concentrations of phosphorus and nitrogen at some of the tributary stream sites, the monitoring showed that water quality was comparable at all river and stream sites, including the most upstream location on the Flaxbourne River.

Signs of livestock access were noticed at all sampling sites, livestock was not present during sampling of the additional sites. Sampling was cut short by a particularly dry weather period in 2021 causing the Flaxbourne River to lose surface flow for several months. This means that the additional water quality monitoring might be underrepresenting the magnitude of the water quality problem. State of the Environment monitoring has shown that stock access is contributing considerably to high E. coli concentrations as well as spikes in nutrient concentrations and turbidity during baseflow.

It was reported the study did show that there are very few specific hot spots of poor water quality in the catchment. Rather, degraded water quality is a widespread problem. Overall, livestock access and lack of shading riparian vegetation are two of the main causes for degraded water quality in the streams and river of the Flaxbourne catchment, particularly in the lower reaches.

Lake Elterwater was also monitored as part of the catchment study. The study showed that the health of the lake is severely impacted with several parameters below the national bottom line of the NPS-FM. These include Total Nitrogen, Total Phosphorus, E. coli and Chlorophyll-a.

A Catchment Care programme has already been initiated for the Flaxbourne River. Two catchment groups, one for the wider catchment and another specifically for Lake Elterwater, are meeting on a regular basis to discuss ways to improve water quality. Restoration action has already commenced, including the removal of willows and planting of native vegetation around Lake Elterwater.

**Cllrs Hope/Fauls:**  
**That the report be received.**

**Carried**

ATTENDANCE: Mr Matt Oliver, Council's Environmental Scientist – Land Resources was present for the following two items and Dr Kirstin Deuss, Soil Scientist, Manaaki Whenua Landcare Research was present for the following item.

## **Env-0922-68      Soil Mapping Project Update      E355-004-008-06**

Members noted that the purpose of the report was to provide an update on progress on Council's and Manaaki Whenua Landcare Research's soil mapping project. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22178371 and 22178369).

The mapping effort is funded partly by Council's contribution from pre-existing budgets and by a 2/3rds subsidy from Ministry of Primary Industries. This funding will enable work to proceed at a much faster rate with completion of the target areas within 3-4 years, this compares to 15 years using only Council resources.

It was reported that the project is behind schedule due to COVID and capacity constraints within Council and Manaaki Whenua Landcare Research (MWLR). A work plan is in place and the programme is expected to be on schedule by end of FY 22-23.

Mr Oliver noted there is a current proposal with Manaaki Whenua Landcare Research for digital soil mapping for the Marlborough Sounds. This will be a significant piece of work and will correlate together a large number of previous studies that have not been used fully.

**Cllrs Hope/Fauls:**  
**That the information be received.**

**Carried**

ATTENDANCE: The Mayor withdrew from the meeting 10.40 am during the following item.

## **Env-0922-69      Soil Quality Monitoring Review      E355-001-001-21**

Mr Oliver presented the Soil Quality Monitoring Programme Review for Marlborough district report. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22178368)

Members were advised that the conclusions of the review are that the MDC soil quality monitoring programme is soundly based, following nationally agreed methods. However, the number of current sites are low compared with other regional monitoring programmes.

The report recommended that MDC continue to monitor soil quality in the Marlborough district, resampling between 20-30 sites annually to maintain sufficient data for assessing long term soil quality trends in the region.

That increasing the number of sites for land use types (excluding indigenous vegetation) would improve the precision of detection for assessing longer term changes in soil quality. Also increasing the number of sites for indigenous vegetation to eight sites would provide 'reference' sites for the main soil orders across all land use types.

Mr Oliver noted that report proposed that the additional sites be prioritised towards the underrepresented soil orders for each land use as this would improve the representation of the main soil orders within each land use type.

It was noted that increasing the number of sites would provide more adequate data for assessing long term trends and provide a monitoring programme more comparable with other regions.

**Cllrs Hope/Arbuckle:**  
**That the report be received.**

**Carried**

ATTENDANCE: Ms Tonia Stewart, Council's Environmental Protection Officer, was present for the following item.

## **Env-0922-70      Dairy Shed Effluent and Stream Crossing Survey 2021/2022      E330-001-004, E330-001-005**

Ms Stewart presented the Dairy Shed Effluent and Stream Crossing Survey 2021/22 and Snapshot of the 2021/22 monitoring programme. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22178367).

It was reported that there are a total of 44 dairy farms in Marlborough this season, this is down from 46 in the 2020-21 monitoring period. Monitoring was carried out in November and December 2021 with 44 farms visited. One farm had ceased dairying in May 2021 therefore has not been reported on. 35 farms operate under the PMEP permitted activity rules and 11 operate under resource consent. Two of the 11 farms operating under resource consent were also reported on under the PMEP permitted activity rules.

Stream crossing elimination is continuing to progress. There are now just two farms with five stream crossings remaining. Both farms have bridge building underway which was evidenced on site but these are not finalised so the figures remain the same for now. It is expected that after these bridges are installed only one stream crossing will remain.

Monitoring results were 7 farms non-compliant on the initial inspection, this was mainly due to ponding; 4 of these were compliant on re-inspection as ponding had receded; 3 remained non-compliant.

Members were advised that compared to last year there was a higher number of compliant farms but also a higher number of non-compliant farms. This was due to 100% inspection rate (44 farms) compared to only (25 farms) last year.

**Cllrs Hope/Sowman:**  
**That the information be received.**

**Carried**

ATTENDANCE: The meeting adjourned at 11.08 am and resumed at 11.21 am.

ATTENDANCE: Mr Jamie Clark, Council's Contract Manager (Animal Control), was present for the following item.

**Env-0922-71      Dog Control Policy and Practices Annual Report  
2021/2022      E305-003-003-01**

Mr Jamie Clark presented the Annual Dog Control Policy and Practices Report. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22178366).

Members were advised that tenders were sort to provide services to Council and Maataa Waka was successful and will provide Animal Control Services in accordance with the Dog Control Act 1996 and the Impounding Act 1955 till 31 March 2026.

It was reported that as of 30 June 2022 there were **10758** active dogs made up of 2823 working dogs which included Police and disability assisted dogs and 7935 non working dogs. 8,668 are microchipped.

A total of 2,532 complaints were received in the 2020/21 year. The majority of complaints received related to roaming, found or lost dogs or dog nuisance barking.

A total of 157 dogs were impounded with all but seven returned to their owners or rehomed. A number of impounded dogs were rehomed due to being microchipped.

Dog safety education sessions are available to primary school and pre-school aged children. These sessions are provided to schools free of charge. The sessions promote safety around dogs and responsible dog ownership and care. There were 31 such presentations provided during the year.

Due to covid restrictions observed by schools the Clued Up Kids programme did not occur instead an activity book was created for the children of the participating schools to work through in their classroom environment.

Clr Arbuckle noted that Jamie Clark has recently been appointed to the role of Contract Manager (Animal Control).

**Cirs Arbuckle/Sowman:**  
**That the report be received.**

**Carried**

**Env-0922-72      Animal Control Sub-Committee      D050-001-A04**

The minutes of the Animal Control Sub-Committee meeting held on 14 July 2022 were presented for ratification by the Committee.

**Cirs Arbuckle/Faulls:**  
**That the minutes of the Animal Control Sub-Committee meeting held on 14 July 2022 be ratified.**

**Carried**

**Env-0922-73      2021/2022 Regulatory Budget Carryovers  
R450-002-G01, F275-001-02**

A request for Regulatory 2021/2022 Budget Carryovers to be incorporated into the 2022/2023 budget was put forward for consideration by the Committee. A list of the carryovers were attached to the agenda item for members' information.

It was noted that a number of works scheduled for completion in 2021/22 did not proceed or were not completed for a variety of reasons. There is no rating impact arising from the carryover action.

Mr Versteegh acknowledged those Councillors who were retiring at the end of this election term.

**Clr Croad/Mr Beech:**

**That the 2022/2023 budget be amended to incorporate the Regulatory Department 2021/2022 carryovers.**

**Carried**

ATTENDANCE: Ms Sue Bulfield-Johnston, Council's Administrator and Hearings Facilitator, Advocacy and Practice Integration, was present for the following two items.

## **Env-0922-74      Appointment of Hearings Commissioners**

**R450-004-02**

Members noted that the purpose of the report was to present Dr Ngaire Phillips for inclusion on the list of Hearings Commissioners. Summary CV for the proposed commissioner was attached to the item for members' information.

It was noted that Council is not bound to employ the services of a Commissioner once they are appointed.

**Clrs Faulls/Oddie:**

- 1.      That the report be received.**
- 2.      That Dr Ngaire Phillips be appointed to act as a Hearings Commissioner as and when required and that they be advised accordingly.**

**Carried**

## **Env-0922-75      Resource Consent Hearings Update**

**R450-004-22**

The report to the Committee provided a rolling summary of hearings scheduled and completed for applications for resource consent.

It was noted that 12 hearings have been completed in the year commencing 1 July 2021. Decisions have been issued for all but one of the applications, the remaining decision is pending. A table listing the hearings was attached to the agenda item for members' information.

Four hearings have been scheduled through to October and three further hearing requests have been received.

**Clrs Hope/Oddie:**

**That the report be received.**

**Carried**

## **Env-0922-76      Information Package**

**-**

**Clrs Hope/Arbuckle:**

**That the Regulatory Department Information Package dated be received and noted.**

**Carried**

Before closing the meeting Clr Hope took the opportunity to thank Councillors for attending the meeting and for their efforts over the last three years.

The meeting closed at 11.49 pm.

Record No: 22181489

## **6. Committee Reports**

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### **6.3 Planning, Finance & Community Committee**

Planning, Finance & Community Committee Meeting held on 8 September 2022  
(Minute Nos. PF&C-0922-77 to PF&C-0922-93)



**Report and Minutes of a Meeting of the  
PLANNING, FINANCE & COMMUNITY COMMITTEE  
held in the Council Chambers and via Teams, 15 Seymour Street, Blenheim  
on THURSDAY 8 SEPTEMBER 2022 commencing at 9.00 am**

## **Present**

Cllrs M A Peters (Chairperson), J D N Croad, J L Andrews, J A Arbuckle, C J Brooks, B G Dawson, B A Faulls, M J Fitzpatrick, G A Hope, F D Maher, D D Oddie, T P Sowman, N P Taylor and Mayor J C Leggett

## **In Attendance**

Messrs M F Fletcher (Chief Financial Officer), D G Heiford (Manager, Economic, Community & Support Services), Mike Porter (Democratic Services Manager/Teams Management) and N Chauval (Committee Secretary)

## **Apologies**

**No apologies were received.**

**Cllrs F D Maher and J L Andrews advised of their early withdrawal from the meeting.**

## **PF&C-0922-77 Declaration of Interests**

-

Cllr Faulls declared an interest in Item 3 - Destination Marlborough – Business Plan

Cllr Dawson declared an interest in Item 4 - Business Trust Marlborough Annual Report 2021/22

Cllr Hope declared an interest in Item 5 - Marlborough Research Centre Research Allocations 2022/23

Cllr Taylor declared an interest in Item 11 - Appeals on the PMEP Decision

Before commencing with the items on the agenda Joseph Casalme, the newly appointed Chief Executive ASB Theatre was introduced to members.

ATTENDANCE: Jacqui Lloyd, General Manager Destination Marlborough, was present for the following item.

## **PF&C-0922-78 Destination Marlborough – Final Business Plan E100-004-01**

Cllr Peters noted the following amendment to the background information contained in the agenda item. The first draft of the Business Plan was presented to the Planning, Finance & Community Committee at the 16 June 2022 meeting and reporting requirements were met. The second draft was presented on 28 July 2022 and the Final Destination Marlborough Annual Plan 2022/2023 presented today.

Destination Marlborough Annual Plan 2022/2023 was separately circulated and uploaded to Council's website prior to the meeting.

Jacqui Lloyd introduced Jade Harvey, Destination Management Plan Implementation Specialist who was seated in the public gallery. Members were advised that Jade will be working with Jacqui and Anton to assist with implementing the Annual Plan.

To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 22182386).

Members were advised that Destination Marlborough submitted six regional conference bids and have been successful in four.

It was noted that Destination Marlborough's Annual Report will be presented at the next Planning, Finance & Community Committee meeting.

In response to including a target for international tourism spend Jacqui Lloyd noted that Destination Marlborough preferred to wait until MBIE provided an indication on how it would measure. Jacqui Lloyd will take back to the board to consider.

Clr Taylor noted there was no reference to Emergency Management in the Plan which is an area that Council calls on DM to undertake and proposed that it be considered for inclusion in future plans.

Mr Heiford noted that DM does play a significant role during emergency events and their skill and expertise is a huge benefit to the community. DM's role is reflected in all planning under emergency management.

In response to a query on whether there is sufficient accommodation for conference bookings Jacqui Lloyd advised that summer is generally at capacity, so the focus is on the off peak season and currently accommodation is manageable. However, there will be future constraints. It was noted that the immediate constraint is the lack of BnB accommodation.

During the discussion it was raised whether the Marlborough Refresh brand would be reviewed. It was noted that it is being worked on and it is anticipated that a presentation will be provided to Council in the near future.

Jacqui Lloyd thanked Council staff and Councillors for their support over the past year.

**Cls Arbuckle/Croad:**

**That Destination Marlborough Trust's Business Plan for 2022/23 be received.**

**Carried**

NB: Clr Faulls declared an interest in the above Item 3 - Destination Marlborough – Business Plan.

ATTENDANCE: Phillip Benseman, Client – Business Trust Marlborough, Brian Dawson, Manager/Client Adviser and Sue Avery, Chair Business Trust Marlborough were present for the following item.

**PF&C-0922-79      Business Trust Marlborough Annual Report  
2021/22      E100-005-007-02**

Brian Dawson and Sue Avery presented Business Trust Marlborough's Annual report. The report detailed the activities of the Business Trust Marlborough in the financial year of 2021/22.

To highlight this report a powerpoint presentation and video was shown (presentation filed in CM Record No. 22182385 and videos filed in Davis).

Mr Dawson noted that a number of Business Trust Marlborough Trustees were present in the public gallery.

Phillip Benseman provided a testimonial on his experience as a client of Business Trust Marlborough. Two videos were shown.

Mr Dawson noted that the Trust has recently appointment Graham Rickard who will provide support in the trades and industrial space.

Members were advised that client engagements, number of mentors and events held have exceeded KPIs.

A number of highlights were noted, in particular the sponsorship by the Trust in the movie Northspur which held its world premiere at Blenheim's Event Cinema on 1 September 2022. The Trust has also invested in Taika Waititi and Carthew Neal's movie Red White and Brass.

Members were advised that the Start Up Weekend was a great success with 48 registered and 42 making it to the end of the weekend. The Trust is working actively with a number of the participants who are wanting to take the business ideas forward. A number are now actively engaged with Angel investors.

Ms Avery thanked the Marlborough District Council and in particular the Economic Development team for their ongoing collaboration and support.



**Cllrs Peters/Croad:**  
**That the report be received.**

**Carried**

NB: Cllr Dawson declared an interest in the above Item 4 - Business Trust Marlborough Annual Report 2021/22

ATTENDANCE: Gerald Hope, Marlborough Research Centre, was present for the following item.

**PF&C-0922-80      Marlborough Research Centre Research  
Allocations 2022/23      E100-013-01**

Gerald Hope noted that the MRC receives an annual grant from Council to fund primary industry related research activities and are required to provide Council with a report on its annual research allocations. The report was attached to the agenda for members information.

Members were advised that MRC had put in an application for the Sustainable Land Management and Climate Change Regional Durable Biomass Case Study and were successful in receiving funding of \$263k.

It was noted that the audited annual report on MRC activities will be presented in November/December.

Cllr Croad noted that the funding allocation list is diverse and sought clarification on the measures in place for use of this funding. Mr Hope noted annual reports are produced from each of the recipients as to outcomes and a sixth month interim report is provided if there is anything to report. Issues are highlighted at any time.

**Cllrs Peters/Brooks:**  
**That the report be received.**

**Carried**

NB: Cllr Hope declared an interest in Item 5 - Marlborough Research Centre Research Allocations 2022/23

ATTENDANCE: Martin Fletcher joined the meeting at 10.09 am during the following item.

ATTENDANCE: Cllr Maher withdrew from the meeting at 10.10am during the following item.

ATTENDANCE: Dorien Vermaas, Economic Portfolio Manager and Mark Unwin, Economic Development Programmes Manager and Neil Henry, Council's Manager Strategic Planning, Economic Development, was present for the following item.

**PF&C-0922-81      Marlborough Economic Wellbeing Strategy  
2022-32      E101-001-001-02**

It was noted that the purpose of the report was to present a summary of the key submission points received from further submissions to the draft Marlborough Economic Wellbeing Strategy (MEWS); to recommend changes to the final document resulting from the submissions and to approve the final MEWS 2022-2032 once the agreed changes have been made. The Marlborough Economic Wellbeing Strategy 2022-32 was attached separately to the agenda for members' information.

Dorien Vermaas advised that as noted at the previous Committee meeting contact has been made with the aquaculture sector with further discussions on changes to satisfy the issues that were raised as part of the public consultation phase. Confirmation has been received from these parties that they support the proposed changes to the strategy.

The proposed changes were summarised in the Summary of Submissions, staff comments and recommended changes document which was attached to the agenda.

Dorien Vermaas announced that a contract has been signed with Eat New Zealand and Angela Clifford, National CEO Eat New Zealand will be coming to Marlborough to participate in a food hui. As part of the hui food security will be discussed. Hui scheduled for 7 November 2022.

Dorien Vermaas acknowledged Hara Adams, Council's Kaihautū – Manager Māori Partnerships for her expertise and guidance in respect of the cultural elements of the Strategy.

Members thanked the Economic Development team for going the extra mile and responding to the feedback received. It is a great example of working collaboratively.

Clr Faulls noted that agriculture has been mentioned in the Strategy and raised whether consideration could be given to reporting on it in more depth.

**Clrs Brooks/Croad:**

1. **That Council approve the recommended changes to the Marlborough Economic Wellbeing Strategy, as set out in the Suggested Actions section of Attachment 1.**
2. **That Council approves the final Marlborough Economic Wellbeing Strategy 2022-2032.**

**Carried**

## **PF&C-0922-82      Smart and Connected Aquaculture Update (MFA) E100-010-01**

Mark Unwin provided a presentation to the Committee on behalf of the Chair of the Smart and Connected Aquaculture group. The presentation shown was filed in CM Record No.22182380).

It was noted that a review is underway focusing on relevancy of the group and an opportunity to refresh the community activities.

**Clrs Peters/Oddie:**

**That the information be received.**

**Carried**

ATTENDANCE: Sam Young, Council's Marlborough Regional Events Strategy 2020-2022, was present for the following two items.

## **PF&C-0922-83      Marlborough Regional Events Strategy E100-002-001**

Sam Young noted that the purpose of the report was to approve an extension to the Marlborough Regional Events Strategy.

It was noted that the current Regional Event Strategy was approved on 19 March 2020 seven days before the first Covid lockdown. Since then the events sector has been in survival mode and has meant that some actions could not be achieved due to the restrictions in place at that time.

As a result, the Regional Events Advisor's role focused on advising and helping to plan and advocate for the sector as well as being the Regional Representative for the NZ Events Association. The role ensured that the Marlborough and National event sector was kept front of mind of Central Govt.

From this advocacy two lots of funding was provided - Domestic Events Fund which supported seven events for Marlborough to the tune of \$520k and the Regional Events Fund which has supported 20 events, some of them multi years to the tune of \$540k. This funding ensured Marlborough did not lose any of its major events and provided organisers options other than 'shutting up shop'.

Members were advised that the current events strategy is due to run to the end of this year but now is not the right time to be considering the next three years as event organisers are focusing on getting back on an even keel.

Members noted that to align with the extension, it was suggested that the new dates be updated in the Strategy and a one pager be provided.

**Clr Croad/The Mayor:**

**That Council approves an extension to the Marlborough Regional Events Strategy to 30 June 2024.**

**Carried**

## **PF&C-0922-84      Regional Events Update**

**E100-002-011**

The report to the Committee provided updates on the activities of Council's Regional Events Advisor and Marlborough's events sector.

Ms Young provided the following additional updates to the report:

- Marlborough Book Festival (July). Organisers were happy. To grow the event it was supported by the Commercial Events Fund, authors were increased from 12 to 19, larger capacity for opening night which sold out. The organisers are reviewing whether to continue to grow the event as they are a volunteer committee and the workload to organise the event is huge. A full report will be provided within the next three months as per Commercial Event Funding requirements.
- Empower Event - Coding and Esports festival. The event was funded through the Te Taihū Regional Events Fund as the aim was to provide an event that could span across the top of the south region. The format over next four years will be alternating the event between Marlborough and Nelson.

The event ran in the week of the floods so the majority of Nelsonian's were unable to attend. Despite that more than 600 attended over the two days. A bus load of attendees came from Kaikōura and West Coast.

A number of positive outcomes for participants were noted, in particular a student is now undertaking work experience for a robotics company.

- The Marina to Marina event has been dramatically affected by the damage in the Sounds due to the recent rain event. As a result the 24km Link Run has been cancelled. This was announced yesterday and refunds/defers are being worked on.

**Clrs Fitzpatrick/Croad:**

**That the information be received.**

**Carried**

ATTENDANCE: Jodie Griffiths, Council's Community Partnerships Advisor, was present for the following item.

## **PF&C-0922-85      Grants Sub-Committee - Delegated Authority**

**D050-001-G02**

Members noted that the purpose of the report was to seek Council approval for the Grants Sub-Committee to have delegated authority for processing grants during the local body election process.

The Grants Sub-Committee has delegated authority for consideration of Council funding with recommendations being made for Council consideration. The Committee is appointed in line with local body elections, membership is confirmed after the new Council is in place. The timing of funding closing dates means that delegated authority needs to be given to the current Grants Sub-Committee to continue to undertake this role until the new Grants Sub-Committee is appointed.

It was noted that Deborah Dallessi, who is currently running for Council, can remain as a community member on the Grants Committee for the remaining two meetings.

**Cllrs Dawson/Taylor:**

**That until such time as nominations are received and the new Grants Sub-Committee is confirmed it is recommended that the present Grants Sub-Committee members be given delegated authority to consider any grant allocations.**

**Carried**

ATTENDANCE: The meeting adjourned at 10.36 am and resumed at 10.54 am.

ATTENDANCE: Cllr Andrews withdrew from the meeting at 10.36 am.

ATTENDANCE: Cllr Taylor withdrew from the meeting at 10.36 am.

## **PF&C-0922-86      Appeals on the PMEP Decision      M100-09-01**

It was noted that 51 notices of appeal on the PMEP were lodged with the Environment Court. Mediation on Groups 1,2,3,4 and 7 have been completed. There is additional mediation scheduled by the Environment Court for the Indigenous Biodiversity Topic. To date, over half of all appeal points to the PMEP have been considered through formal mediation.

Good progress has been made in resolving appeals. Since the last report to the Committee, six further consent memorandums have been submitted to the Environment Court. There are now 11 consent memoranda with the Court for consideration.

Since the last report to the Committee, the Court has issued two consent orders - Heritage and Air Quality topics.

**Cllrs Peters/Oddie:**

**That the information be received.**

**Carried**

ATTENDANCE: Cllr Taylor re-joined the meeting at 11.01 am at the beginning of this item.

ATTENDANCE: Sarah Brand, Council's Strategic Planner, was present for the following two items.

## **PF&C-0922-87      National Policy Statement for Freshwater Management Implementation – Work Programme and Public Engagement on Freshwater Management Units and their Visions and Values      N100-001-04-01**

Members noted that the purpose of the report was to provide an update to the Committee on the work programme for the implementation of the National Policy Statement for Freshwater Management (NPSFM). To provide details of proposed public engagement to establish long-term visions for Marlborough's freshwater including confirmation of Freshwater Management Units (FMUs) for the region and their values and to seek Committee approval to undertake the first round of public engagement in 2022 – 2023.

Ms Brand noted that the Essential Freshwater package, introduced by central government in 2020, creates additional requirements for the Council in respect of freshwater management and protecting freshwater ecosystem health. This includes substantial changes to the NPSFM that the Council is required to give effect to through the Proposed Marlborough Environment Plan (PMEP).

Happen Consulting undertook an audit of the Essential Freshwater package against the PMEP in May 2021 and reported to the Committee in June 2021. The MDC Essential Freshwater Audit report concluded that the current PMEP structure and provisions provided a suitable framework to begin the implementation of the NPSFM requirements.

Members were advised that the Audit report suggested a two-phase approach to the NPSFM implementation and resultant PMEP variation which is required to be notified by 31 December 2024.

Building on the Audit report's suggested approach, a more detailed work programme has been developed which focuses on the process steps required by the National Objectives Framework (**NOF**) resulting in a proposal for three rounds of engagement from 2022 through to late 2024.

It was noted that the first round of engagement will look to confirm the FMU's for Marlborough and gather both the community's and tangata whenua's long-term visions and values for the region's freshwater.

Engagement will be undertaken through the Council's website with new Freshwater Management pages and utilising both mapping and survey tools. Hui with community groups, local industry groups and national groups, and tangata whenua will also be held and webinar presentations given.

The first round of engagement is proposed to run from the beginning of November 2022 through to the end of January 2023. Results will be collated, analysed, and used to form the basis of undertaking the next NOF steps and subsequent round of engagement.

**Cirs Oddie/Arbuckle:**

- 1. That the work programme for the implementation of the NPSFM be received.**
- 2. That the Committee approves the first round of public engagement, to confirm Marlborough's FMU's and their freshwater visions and values, can be undertaken in 2022-2023.**

**Carried**

ATTENDANCE: Kim Lawson, Council's Strategic Planner, was present for the following item.

**PF&C-0922-88      Proposed changes to the Resource  
Management (National Environmental  
Standards for Freshwater) Regulations 2020  
N100-002-11**

Members noted that the purpose of the report was to provide an update to the Committee on the discussion document released by the Ministry for the Environment (MfE) on managing our wetlands in the coastal marine area and proposed changes to the Resource Management (National Environmental Standards for Freshwater) Regulation (NES-F).

It was reported that on 10 August 2022, MfE released a discussion document on *Managing our wetlands in the coastal marine area* for consultation seeking feedback by 21 September 2022. MfE prepared the discussion document in response to a key issue that had arisen with respect to the NES-F's application to wetlands in the coastal marine area. Many councils and stakeholders had taken the view that the NES-F did not apply to wetlands in the coastal marine area, however a High Court decision has since confirmed that it does.

The provisions of the NES-F do not easily apply to the coastal marine area and has resulted in unnecessary regulation of activities that are better suited to be managed through s12 of the Resource Management Act 1991, the New Zealand Coastal Policy Statement (NZCPS) and regional coastal plans.

MfE's preferred option is to amend the NES-F to make it clear that it does not apply to the coastal marine area. Council staff are in support of that approach. It provides a clear and simple solution; it aligns with definitions contained in the National Policy Statement for Freshwater Management 2020 (NPS-FM) and there is still a regulatory framework in place that provides adequate protection for coastal wetlands.

Ms Lawson noted that a draft submission has been prepared on the discussion document and this was attached to agenda item for members' information and approval.

Clr Peters thanked the Environmental Policy team and acknowledged the considerable work they have undertaken in this space.

**Cirs Arbuckle/Faulls:**

1. That the report be received.
2. That the draft submission be approved.

**Carried**

## **PF&C-0922-89      Small Townships Programme Sub-Committee**

**D050-001-S03**

The Minutes of the Small Townships Programme Sub-Committee meeting held on 25 August 2022 were attached for ratification by the Committee.

Clr Brooks highlighted the works being undertaken by the STP programme to members and acknowledged the progress that has been made since its inception.

**Cirs Brooks/Faulls:**

**That the Minutes of the Small Townships Programme Sub-Committee meeting held on 25 August 2022 be ratified.**

**Carried**

## **PF&C-0922-90      2021/22 Budget Carryovers**

**F225-007-01**

Members noted the purpose of the report was to present the 2021/22 department carryovers for approval.

A number of works scheduled for completion in 2021/22 did not proceed (or were not completed) for a variety of reasons. Details of these works were recorded on the schedule which was attached to the agenda item.

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

**Cirs Croad/Oddie:**

**That Council agree that the 2022/23 budgets be amended to incorporate the 2021/22 carryovers.**

**Carried**

## **PF&C-0922-91      Financial Report for Council – Period Ended 30 June 2022**

**F275-001-01**

Martin Fletcher, Chief Financial Officer presented Council's interim year-end results for the 2021-22 financial year.

It was noted that the draft Annual Report is currently being compiled to enable Audit New Zealand to provide Council with an opinion on the financial statements. It is planned that the audit opinion will be provided in time for Council to adopt the final Annual Report in November.

The changes to the interim financial results noted in the report will occur as preparation of the Annual Report is finalised.

**Cllrs Peters/Croad:**

**That Council receive the Financial Report period ending 30 June 2022.**

**Carried**

## **PF&C-0922-92 Information Package**

-

**Cllrs Arbuckle/Brooks:**

**That the Planning, Finance & Community Information Package dated be received and noted.**

**Carried**

Cllr Peters thanked Council staff for their assistance and expertise over the time he has been at Council and noted his appreciation of Councillors for their contribution to the Planning, Finance & Community Committee over the last three years. Cllr Peters further acknowledged the support of Mayor Leggett and the Deputy Chair Cllr Croad.

## **PF&C-0922-93 Decision to Conduct Business with the Public Excluded**

-

**Cllrs Fitzpatrick/Brooks:**

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

- Forestry Investment Criteria

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
Forestry Investment Criteria	To enable the Council, as holder of the information, to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) provided for under Section 7(2)(i)	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under Section 7 of the Local Government Official Information and Meetings Act 1987.

**Carried**

The meeting closed at 12.04 pm.

Record No: 22185440

## **6. Committee Reports**

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### **6.4 Housing for Seniors Sub-Committee**

Housing for Seniors Sub-Committee Meeting held on 15 September 2022  
(Minute Nos. HfS-0922-94 to HfS-0922-102)





**Report and Minutes of a Meeting of the  
HOUSING FOR SENIORS SUB-COMMITTEE  
held in the Council Chambers, 15 Seymour Street, Blenheim  
on THURSDAY 15 SEPTEMBER 2022 commencing at 1.00 pm**

**Present:**

Cllrs C J Brooks (Chairperson), G A Hope, M A Peters and M J Fitzpatrick, Mr B Ross (Community Representative)

**Also Present**

Mayor J C Leggett

**In Attendance**

Mr J Lyall (Manager, Property and Community Facilities), Mr L van Velthooven and Ms W Harcus (Property Managers, APL Property Blenheim Ltd) and Ms N Chauval (Committee Secretary)

**Apologies:**

Cllrs Peters/Hope:

That the apology for absence from Cllrs J L Andrews be received and sustained and the apology for non attendance from Ms M Watson (Project/Contracts Manager) and Bobby Houlahan, Age Concern be noted.

Carried

## **HfS-0922-94      Housing for Seniors Sub-Committee – Minutes**

Jamie Lyall advised that contract behaviour has been investigated and no issues were identified. The housing tenant representative has been advised.

Cllrs Fitzpatrick/Hope:

That the Minutes of the Housing for Seniors Sub-Committee meeting held on 7 July 2022 be confirmed as a true and correct record.

Carried

## **HfS-0922-95      Operation Report September 2022**

Members noted that the purpose of the report was to update members on the operations for the period 28 June – 5 September 2022.

Ms Harcus reported that the tenant waitlist has decreased by 2 over the period. 45 applications remain on the 65+ waitlist. 118 maintenance work orders were issued for the period and spraying for insect pests is being actioned this week.

The rent review notification letters were sent to all tenants on 5 August 2022, to date no feedback has been received.

It was noted that six vacancies have been filled from 28 June – 5 September 2022 which gives 100% occupancy for the portfolio.

APL contact prospective tenants on the waitlist at six monthly intervals to ensure the list is current.

Members were advised that no further response has been received from the two owners to the letter from Council in regard to their expression of interest in selling their units.

Wendy Marcus sought direction the Committee whether any follow-up was required. Members discussed the matter and agreed that an approach be made to confirm that the letters had been received and whether they wished to proceed.

A 660L rubbish bin has been installed in each of the complexes in 40 High Street and Uxbridge/Havelock Street Renwick. These are emptied fortnightly on a Wednesday. Screening is to be erected to make them more aesthetically pleasing. Letter was sent to tenants explaining the use and no feedback has been received.

APL attended one callout in response to a neighbour not having seen a tenant for a number of days, all was fine.

Members were advised that the annual flat inspections are scheduled to be undertaken October/November 2022 once winter has passed and subject to no restrictions regarding Covid-19. APL continues to ensure appropriate safety steps are in place when staff and contractors are required to visit units during the various traffic light levels.

The August Senior Matters newsletter was circulated to tenants and a copy was attached to the agenda for members information.

Wendy Marcus advised that updates on the unit development are provided to tenants, this will continue once construction starts. Tenants close to the construction site will be monitored regularly to address any issues if they arise.

**Cllrs Brooks/Peters:**  
**That the information be received.**

**Carried**

## **HfS-0922-96      Capital Projects Report – September 2022**

Members were aware that the 12-unit development at George Street was awarded to T & D Construction 2010 Ltd and they are set to commence once consent has been issued. It was reported that the consent is pending.

A blessing with mana whenua was held on 2 September 2022. Cllr Brooks noted that it was a lovely ceremony.

Luke van Velthooven advised that the roofing material for the re-roof project at Arthur Street/Beaver Road units is now in their yard and work is planned to start in September/October 2022.

**Cllrs Peters/Fitzpatrick:**  
**That the information be received.**

**Carried**

## **HfS-0922-97      Market Rent Report**

The new rent rates for a Council Senior Housing 1 or 2-bedroom unit will sit at 72% and 58% respectively of the local median market rates.

Members were advised that the new rent rates for the Senior Housing portfolio will come into effect on 13 October 2022. The median market rent rate for a 1-bedroom unit in Blenheim has remained consistent at \$280 p/w since November 2020. The median market rate for a 2-bedroom unit has increased by \$25 from \$423 p/w to \$448 p/w since March 2022.

It was reported that no feedback has been received on the recent Senior Housing rent increases.

**Cllrs Hope/Fitzpatrick:**  
**That the information be received.**

**Carried**

## **HfS-0922-98 Financial Report – Year end June 2022**

Jamie Lyall presented the financial report for the Senior Housing portfolio for the full year ending 30 June 2022.

Members were advised that total revenue of \$1,605,542 was received for the year. Rental income had a negative variance of \$13,034 against budget. Total repair and maintenance expenditure for the financial year to 30 June came under budget by \$232,331 with the portfolio achieving a surplus of \$36,758 at year end. The surplus will be carried forward to the 2022/23 budget.

Total depreciation has increased by \$108,475 as a result of property revaluations.

**Clr Peters/Brian Ross:**  
**That the report be received.**

**Carried**

## **HfS-0922-99 George Street**

Jamie Lyall noted that the purpose of the report was for the Committee to consider options for the site at 83 George Street.

Options presented for consideration were tenanting the property, demolition or relocation.

In response to the options provided members discussed the respective options noting the pros and cons associated with each.

It was noted that options for 83 George Street in conjunction with the current project at 85 George Street have been considered and it had been proposed that a plan be developed that addressed tenant parking, garden and landscape plots and development options.

During discussion it was noted that 83 George Street has not been incorporated into any site planning for the adjacent development but could prove beneficial to the development further down the track for storage of materials and contractor vehicle parking.

Access for tenants and emergency vehicles during construction was discussed. Members agreed that the best option was for the existing dwelling to be relocated. It was noted that the relocation of the house is likely to be dependent on its sale which may take sometime. It was suggested that the site be made available to the contractors for storage of materials and contractor vehicle parking.

Members proposed that an amendment be made to the recommendation to provide use of the site by the contractor and that a master plan is prepared and brought back to the new Committee for consideration.

Mr Lyall noted that any negotiations with Coffey Housing Removals will be conducted by Maighan Watson, Council's Project/Contracts Manager.

**Clrs Brooks/Fitzpatrick:**

- 1. That the Committee agrees to enter into a contract to relocate the existing dwelling from 83 George Street, Blenheim and provide use of the site to T&D Construction.**
- 2. That a Master Plan is prepared for linking 83 George Street into the new development currently underway at 85 George Street.**

**Carried**

## **HfS-0922-100 Tenant Liaison Report**

Brian Ross advised members that things are going very well. He noted that APL do a great job from the tenant's point of view which makes his job much easier.

Progression of the 12 units in George Street is an exciting milestone.

Mr Ross/Clr Hope:  
That the report be received.

Carried

## HfS-0922-101 General Business

1. **Bryant Place – Picton** – Jamie Lyall updated members on a recent tenant inquiry regarding Body Corporate fees.
2. **Development Contributions** - how they are assessed and applied to a development was discussed.

Clr Brooks sincerely thanked the Committee for their mahi over this term and acknowledged the skill set of members that ensured the portfolio has progressed with positive outcomes being achieved for Senior Housing tenants.

Wendy Harcus, Luke van Velthooven, Age Concern and Council staff were thanked for their support and providing the wrap around services to the Senior Housing tenants.

## HfS-0922-102 Decision to Conduct Business with the Public Excluded

Cirs Peters/Brooks:

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

- Confirmation of Public Excluded Minutes

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
Minutes	As set out in the Minutes	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under Section 7 of the Local Government Official Information and Meetings Act 1987.

## Meeting Schedule 2022

	Description	Date	Time	Venue
1.	Housing for Seniors	Thursday, 17 November 2022	1.00 pm to 3.00 pm	Council Chambers

The meeting closed at 1.59 pm

Record No: 22186948

## 7. Resource Hearings Sub-Committee - Appointment as Commissioners

(The Mayor) (Report prepared by M Porter)

D050-001-R12

### Purpose of report

1. To appoint current Resource Hearings Sub-Committee members as commissioners to hear and determine notified resource consent applications until such time as the new committee structure has been finalised.

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### RECOMMENDATIONS

2. That Mr D D Oddie, Mr J A Arbuckle, Mr J D N Croad, Mrs B A Faulls and Mrs T P Sowman be appointed as Commissioners to hear and determine notified resource consent applications until such time as the committee structure for the ensuing term of Council has been finalised.
3. That Mr D D Oddie be appointed as Commissioner to determine non-notified resource consent applications until such time as the committee structure for the ensuing term of Council has been finalised.

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### Background/Context

2. There is always a hiatus between Election Day and the first meeting when the committee structure for the new Council is determined.
3. There are ongoing hearings that need to be held. Rather than inconvenience applicants by time extensions in which to hear the applications it is appropriate to appoint the current resource consent hearings committee members as commissioners.
4. For the same reason it is seen as appropriate that Councillor Oddie be appointed as Commissioner to determine non-notified resource consent applications.
5. This is the same arrangement as made in 2019.

Author	Mike Porter, Democratic Services Manager
Authoriser	Gina Ferguson, Consents & Compliance Group Manager

## 8. District Licensing Committee - Appointment as Commissioners

(The Mayor) (Report prepared by M Porter)

D050-001-D01

### Purpose of report

1. To appoint current District Licensing Committee members as commissioners to consider and determine applications pursuant to the Sale and Supply of Alcohol Act 2012 until such time as the new committee structure has been finalised.

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### RECOMMENDATION

That Mr J C Leggett, Mrs N P Taylor, Mr G S Barsanti, Mr H Beard, Ms L Hawthorne and Ms M McHugh be appointed as Commissioners to consider and determine applications pursuant to the Sale and Supply of Alcohol Act 2012 until such time as the committee structure for the ensuing term of Council has been finalised.

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### Background/Context

2. There is always a hiatus between Election Day and the first meeting when the committee structure for the new Council is determined.
3. There are ongoing applications that need to be considered and hearings that may need to be held. Rather than inconvenience applicants by time extensions in which to hear the applications it is appropriate to appoint the current District Licensing Committee members as commissioners.

Author	Mike Porter, Democratic Services Manager
Authoriser	Dean Heiford, Manager Economic, Community and Support Services Department

## **9. Responsible Camping Control Bylaw 2022 Review Hearings Panel - Appointment as Commissioners**

(The Mayor) (Report prepared by M Porter)

L150-019-R03

### **Purpose of report**

1. To appoint the Responsible Camping Control Bylaw 2022 Review Hearings Panel members (appointed pursuant to Minute No. Cncl-0322-287) as commissioners to review and hear submissions and make recommendations to Council on the Marlborough District Council Responsible Camping Control Bylaw 2022.

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### **RECOMMENDATION**

**That Mr M J E Williams (Chair), Mr J C Leggett and Mrs N P Taylor be appointed as Commissioners to review and hear submissions and make recommendations to Council on the Marlborough District Council Responsible Camping Control Bylaw 2022.**

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### **Background/Context**

2. The draft Responsible Camping Bylaw 2022 was notified in November 2021 with submissions being received through until the end of January 2022. A Hearing Panel comprising Mayor Leggett, Deputy Mayor Taylor and Martin Williams (an independent commissioner) was formed to hear submissions and make recommendations to Council.
3. The Hearing Panel released an Interim Decision in April 2022 on submissions and directed that further assessment be undertaken on six sites and five road areas as potential restricted areas for freedom camping. Those further assessments have now been completed by an independent consultant and have been considered by the Hearing Panel. As a consequence, the Hearing Panel has asked for a further round of submissions, which is due to be notified on 23 September.
4. There is not time before the triennial elections to allow for submissions to be received and for the Hearing Panel to consider those submissions and issue a final decision to Council. Therefore, there is a need to appoint the panel as commissioners to enable the process to be completed post the election.

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

## 10. Review of Memorial Park - Victoria Domain Reserves Management Plan - Appointment as Commissioners

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(The Mayor) (Report prepared by M Porter)

R510-009-V01-04

### Purpose of report

1. To appoint the Review of Memorial Park - Victoria Domain Reserves Management Plan Hearings Panel members (appointed pursuant to Minute No. A&S-0622-376) as commissioners to hear submissions and make decisions on the review of Memorial Park as part of the Victoria Domain Reserves Management Plan.

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### RECOMMENDATION

That Mrs C J Brooks, Mrs N P Taylor and Mr M J Fitzpatrick be appointed as Commissioners to hear submissions and make decisions on the review of Memorial Park as part of the Victoria Domain Reserves Management Plan.

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### Background/Context

2. There is an ongoing review that needs to be completed. Rather than inconvenience all parties with a new panel, it is considered prudent to continue with the current panel until such time as they have completed the review.

Author	Mike Porter, Democratic Services Manager
Authoriser	Jamie Lyall, Property and Community Facilities Manager



## **11. Amendments to the Enforcement and Prosecution Committee**

(The Mayor) (Report prepared by S Mavi)

C500-011-E04

### **Purpose of report**

1. To approve the name change from 'Enforcement and Prosecution Committee' to 'Enforcement and Prosecution Panel'.
2. To approve the new structure of the Enforcement and Prosecution Panel.
3. To delegate to the Chief Executive the power to appoint an additional independent, external third party as chair of the Enforcement and Prosecution Panel to make a final decision when this is considered appropriate for a particular enforcement or prosecution matter.

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### **RECOMMENDATIONS**

1. That Council approves the change of the name of the Enforcement and Prosecution Committee to 'Enforcement and Prosecution Panel'.
2. That Council approves the structure of the Enforcement and Prosecution Panel to consist of:
  - a) The Consents & Compliance Group Manager or the Compliance Manager (or his/her delegate); and
  - b) The Chief Executive or a manager from another department (at least third tier) (or his/her delegate); and
  - c) The General Counsel (or his/her delegate).
3. That Council delegates to the Chief Executive the power to appoint an additional independent, external third party as chair of the Panel to make a final decision when this is considered appropriate for a particular enforcement or prosecution matter.

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### **Background/Context**

4. The Enforcement and Prosecution Committee (the Committee) has been operating for numerous years now and there have been several amendments to its structure.
5. Currently the Committee is comprised of Mr Richard Fowler KC (or his alternative Mr Julian Ironside when Mr Fowler is unavailable), the Chief Executive (or his/her delegate), and the Assets and Services Manager (or his/her delegate).
6. Councillors are not appointed to the Committee to align with the Solicitor General's prosecution guidelines dated 1 July 2013. The guidelines highlighted the undesirability for there to be an appearance of political decision-making in relation to public prosecutions.
7. Although there are no Councillors on the Committee, the name of the Committee implies that it is a Council committee. To avoid confusion and to remove any perceptions of political involvement, we recommend changing the name of the Committee to 'Enforcement and Prosecutions Panel'.
8. The structural change is recommended because Council staff have the capacity and expertise to deal with enforcement and prosecution matters. The establishment of the new in-house legal position of the General Counsel and the (ongoing) development of a Council in-house legal team means that legal advice regarding enforcement and prosecution matters can now also be obtained in-house at no extra costs.

9. To remove any perception of bias, it is also recommended:
- a) to continue the current practice that enforcement officers dealing with the enforcement or prosecution matter are not part of the final decision-making process; and
  - b) that, depending on the circumstances of the enforcement or prosecution matter (for instance involvement of high-profile individuals or increased media interest), the Chief Executive may appoint an additional independent external third party as Chair of the Panel to make the final decision.
10. The structure of the new Enforcement and Prosecution Panel is proposed as follows.
- a) The Consents & Compliance Group Manager **or** the Compliance Manager (or his/her delegate);
  - b) The Chief Executive **or** a manager from another department (at least third tier) (or his/her delegate);
  - c) The General Counsel (or his/her delegate).

Author	Sharan Mavi, Solicitor
Authoriser	Robert Foitzik, General Counsel

## 12. Delegation Pursuant to Section 268 of the Resource Management Act 1991 and Delegation GPP0002.1

(The Mayor) (Report prepared by M Porter)

L150-003-02

### Purpose of report

1. To appoint the current Chair of the Planning, Finance and Community Committee as the delegated consulting authority under Section 268 of the Resource Management Act 1991 and Delegation GPP0002.1 until such time as the new committee structure has been finalised.

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### RECOMMENDATION

That Mr M A Peters be appointed as the consulting authority under Section 268 of the Resource Management Act 1991 and Delegation GPP0002.1 until such time as the committee structure for the ensuing term of Council has been finalised.

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### Background/Context

2. There are instances where an agreement to resolve an appeal to the PMEP can be reached with appellants and (when relevant) Section 274 parties, without the need for the appeal to be heard by the Environment Court.
3. Mr Pere Hawes as Manager of Environmental Policy at the Marlborough District Council is required to approve any such agreement under Delegation GPP0002.1 or otherwise defer the matter to the Planning, Finance and Community Committee for a decision.
4. The delegation requires that Mr Hawes consult with the Chair of the Planning, Finance and Community Committee. Execution of this approval also confirms that Mr Hawes has consulted with the Chair and the agreement is consistent with the outcome(s) of that consultation.

Author	Mike Porter, Democratic Services Manager
Authoriser	Hans Versteegh, Environmental Science and Policy Group Manager

## 13. Renwick Community Memorial Hall

(The Mayor) (Report prepared by T Quirk)

C600-007-010-01

### Purpose of report

1. To appoint Council representatives on to the Renwick Community Memorial Hall Committee.

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### RECOMMENDATION

**That Council appoint Anthony van de Water and Jeff Hammond to continue as the Council representatives on the Renwick Community Memorial Hall committee.**

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### Background/Context

2. The document that sets out the structure of the Renwick Community Memorial Hall Committee defines the appointment and election processes required.
3. The end date of the current hall committee is 26 September 2022 and they have requested that Council nominate the two representatives it can appoint by that date.
4. The Committee at present comprises 12 people but it has been determined that this should be reduced to 8, given completion of the upgrade works.
5. Council is therefore required to appoint two representatives as opposed to three. The present Council representatives are Anthony van de Water, Jeff Hammond and Margaret Gage (deceased). The two remaining Council representatives are happy to continue in that role.
6. The RSA representatives have been appointed.
7. The school representative appointments are subject to an election, as well as an election to be held for the community representatives.

Author	Tony Quirk, District Secretary
Authoriser	Robert Foitzik, General Counsel

## 14. August 2022 Storm Event – Road Recovery

(Clr Taylor) (Report prepared by M Wheeler)

E210-007-29-05

### Purpose of Report

1. To provide an overview of the road damage suffered following extreme rainfall over several days in August 2022.
2. To seek Council approval to progress the initial repair of priority roads.
3. To outline a major planning programme to inform longer term access decision making and to address any consequent community impacts and mitigations.

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### RECOMMENDATIONS

1. That the remaining Special Assistance Funding from the 2021 storm event (approximately \$46 million) be applied to the provision of short term road access repairs and to ongoing barge and water taxi costs.
2. That the short term priorities for road repairs (listed in 8 below) be approved.
3. That requests for proposals for development of a Long Term Strategy be sought
4. That “Better Off” funding be applied for to commence the planning work
5. That Waka Kotahi and other government agencies be asked to assist with any further Long Term Strategy funding required.

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### Background/Context

4. During the week commencing 15 August 2022 an extreme rainfall event hit Marlborough. North Marlborough and the Marlborough Sounds were particularly hard hit with the Tunakino rain gauge recording over one metre of rain over a three day period. The Rai River experienced a record flood. There was widespread damage to property, housing and to roads.
5. In the July 2021 storm 1620 road faults occurred. This event is expected to have suffered more than double that. There are also a lot more complex faults which will require more extensive and expensive restoration work, should they be undertaken. Initially “quick capture” GIS photography enabled early coarse repair cost estimation which assisted decisions about early priorities focussed on restoring access.
6. The Marlborough Roads recovery team has been working hard to refine the initial costings and provide accurate estimates to inform Council and Waka Kotahi decision making.
7. We are hopeful that Waka Kotahi will confirm that the 95% Special Financial Assistance share of the \$46 million still unspent from the 2021 Storm Damage Special Assistance can now be applied to the 2022 damage and to barging and water taxi subsidies. There are expected to be conditions on the use of the money including that initial works are only to provide a basic access standard.

### Short Term Priorities

8. The short term priorities for restoration (which is underway) are:

Awatere Valley	(Southeast Marlborough; major pastoral farming, viticulture, and tourism route)
Waihopai Valley	(Southwest Marlborough; major pastoral farming, forestry and viticulture route)
Northbank Road	(adjacent to Wairau River, major forestry, dairy and pastoral farming route)

Port Underwood Road	(important aquaculture and forestry route; provides access to the interisland electricity and fibre optic cables)
Queen Charlotte Drive	(alternative access to Picton and Port Marlborough; access to Queen Charlotte Track, major tourism route, 578 houses – highest vehicle per day count)
French Pass Road	(to 3 km short of township; key aquaculture freight route, pastoral farming, challenging water transport options)
Opouri Road	(pastoral farming, holiday home and tourism route)
Kenepuru Road	(limited to the link road from Queen Charlotte Drive to Moetapu Bay and the commencement of the most inhabited parts of Kenepuru Road)
Kenepuru Road	(Fish Bay to Kenepuru Head; essential access to barge site)
Torea Bay barge site to Kenepuru Head	(essential access to barge sites)

9. Kenepuru Road between Moetapu and Portage will be assessed over the next few weeks.
10. The initial restoration work will be limited to the provision of safe access. The Marlborough Roads Recovery team consider these routes to be more resilient than the remaining routes.

### Long Term Strategy

11. Prior to this event a rural roads resilience study had commenced which would ultimately consider the resilience and financial sustainability of lower trafficked Marlborough roads. This event has made this study of the highest importance. Any further large storm event restoration costs (which are increasingly likely as we suffer climate change impacts) will require significant rate increases and affect our financial prudential ratios. Both Waka Kotahi and Council will be severely impacted by further such events. For that reason, Council has broken our recovery into two phases – short term to provide basic access (as listed in 8 and possibly 9 above) where possible and where roads are more resilient, and longer term planning work to consider future resilience and sustainability in depth before committing to full restoration and possible increased resilience spending.
12. The strategy needs to consider a range of factors:
  - a) cost to repair roads;
  - b) resilience of those roads taking account of:
    - i) climate change,
    - ii) land stability,
    - iii) safety;
  - c) Alternatives to road (should that be necessary);
  - d) Community and economic impacts of access changes;
  - e) Housing land stability risks;
  - f) Provision of key infrastructure – power, communications, water, effluent, disposal.
13. It is intended to seek proposals from multi disciplinary consultants to work with Council staff, our communities, government agencies, iwi, industry groups, marine transport operators, infrastructure providers and other stakeholders to develop this plan.  
 An application for 3 Waters “Better Off” funding is being prepared. \$210, 000 is being requested which will enable the project to progress. It is expected the project cost will exceed that but this funding would be a good start.
14. We have written to Waka Kotahi seeking their support and a funding contribution to the project. Other government agencies may also be prepared to support the strategy development.

## 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			<b>X</b>
Financial Strategy			<b>X</b>
Infrastructure Strategy			<b>X</b>
Social well-being	<b>X</b>		
Economic development	<b>X</b>		
Environment & RMA Plans			<b>X</b>
Arts & Culture			<b>X</b>
3 Waters			<b>X</b>
Land transport	<b>X</b>		
Parks and reserves			<b>X</b>

### Nature of the decision to be made

The relationship of Māori and their culture and traditions with their ancestral land, water, sites, wāhi tapu, valued flora and fauna, and other taonga will be identified as part of the project and iwi will be involved in project governance.

### Financial considerations – Special Assistance

Funding for the proposed priority repair works will be required from Waka Kotahi.

“Better Off” funding will be applied for to commence Long Term Planning work.

*How financial authority is to be obtained:*

- Confirmation of funding from Waka Kotahi has been requested.
- A “Better Off” funding application will be made if Council approves the recommendations.

### Significance

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

### Engagement

No engagement is proposed at this stage due to the urgency of basic road access repairs but will be undertaken extensively as Long Term Planning progresses.

### Risks: Legal / Health & Safety etc

The recommended option carries the risks including:

- Health and safety of contractors and road workers;
- Procedural risks from decisions made as a result of the Long Term Planning.

These risks will be managed using Council and Marlborough Roads (Waka Kotahi) normal process controls.

### Climate Change Implications

In assessing the preferred option, staff have considered the effects of climate change. Climate change is a key driver of the Long Term Planning process.

## **15. Valedictory for Retiring Members**

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1. The Deputy Mayor will present retiring Mayor John Leggett with an appreciation certificate.
2. The Mayor will present retiring members Cllrs Jenny Andrews, Cynthia Brooks, Michael Fitzpatrick, Francis Maher, David Oddie and Mark Peters with an appreciation certificate.