



**Report and Minutes of a Meeting of the  
ASSETS & SERVICES COMMITTEE  
held in the Council Chambers and via Teams, 15 Seymour Street, Blenheim on  
TUESDAY, 11 JULY 2023 commencing at 9.00 am**

**Present**

Cirs J D N Croad (Chairperson), J C Rosene (Deputy), S R W Adams, S J Arbuckle, B G Dawson and M R L Flight

**Present via Teams**

Clr D A Dalliesi and J C Rosene (from 10. 37 am)

**Also Present**

Cirs J A Arbuckle, B A Faulls, G A Hope, B J Minehan and T P Sowman and R J Innes (from 9.05 am)

**In Attendance**

Messrs R Coningham (Manager – Assets & Services Department), J Lyall (Manager – Property and Community Facilities) and Ms N Chauval (Committee Secretary).

**Apologies**

**Cirs Dawson/Flight:**

**That the apology for absence from Mayor N P Taylor be received and sustained.**

**Carried**

Clr Croad presented Mike Davies (Treatment Operations Supervisor) and Robin Millard (Water Treatment Operator) with the NZ Diploma in Drinking-water Treatment certificate.

**A&S-0723-1 Declaration of Interests** -

Clr B A Faulls declared an interest in Item 13 – Self-contained Motor Vehicles Legislation Act.

ATTENDANCE: Brian Paton, Emergency Services Manager, was present for the following two items.

**A&S-0723-2 National Emergency Management Agency –  
Update E210-003-04**

The new National Emergency Management Agency Deputy Chief Executive, John Price was introduced to members. Mr Price provided the Committee with information on the future of Emergency Management and updated members on lessons learnt over the past six months.

**Cirs Rosene/Adams:**

**That the information be received.**

**Carried**

**A&S-0723-3 Alternate Controller Nomination E210-003-04**

The purpose of the report was to seek approval from the Committee to appoint Richie Law as an Alternate Controller under the CDEM Act 2022.

Mr Paton provided members with details on Mr Law's extensive emergency management experience and credentials and noted that Mr Law is eager to use his skills and knowledge to benefit the community.

**Cirs Dawson/Rosene:**

**That the Committee approve the nomination to appoint Richie Law as an alternate Controller under the CDEM Act 2002.**

**Carried**

ATTENDANCE: Mr David Craig, Council's Management Accountant - Operations, was present for the following item.

## **A&S-0723-4      Financial Report for the year to 31 May 2023**

**F275-001-02**

The Financial Report for the Assets and Services and Property and Community Facilities (including parking) Departments for the year to 31 May 2023 was presented to members.

It was noted that the total actual year to date surplus of \$10.6M has resulted through reduced revenues to budget of \$0.9M and reduced expenditure to budget of \$11.1M.

Mr Craig provided members with an update on the road expenditures for the year noting that a final roading subsidy claim was lodged on Friday 7 July 2023. The maintenance and operations renewals combined base programme of \$21.04M has expenditure for the year of \$18.2M which is 86% of the programme. An application for a carryover of the variance will be made and tabled at a future Committee meeting.

The major variances between year to date actual and budget were noted as: Roading emergency reinstatement costs for the July 2021 and August 2022 storm events are below budget by \$11.68M and are offset by unfavourable operational roading subsidies of \$7.36M. Other flood damage repair costs of \$2.15M have been incurred to date, mainly in the Flood Protection Activity, and are within budget at this time. There are also associated savings of \$578k for minor works contracts in the Flood Protection Activity.

Insurance claims/recoveries are unfavourable to budget by \$1.62M. The LAPP insurance claim for river damage repairs to 30 June 2022 is currently being assessed by Council's Insurers. It appears unlikely that any settlement will be made before year end.

Flood event welfare response and recovery costs total \$2.22M to date, including \$837k for the Sounds Future Roading Access Study. Most of these costs are eligible for subsidy from either National Emergency Management Agency (NEMA) or Waka Kotahi (NZTA) and \$1.73M has been claimed to date.

Roading subsidy on capital expenditure is below budget by \$3.12M due to lower than anticipated renewals and minor improvements (low cost/low risk projects) expenditure.

Metered water sales are unfavourable to budget by \$417k. The final quarter water consumption will be invoiced in June. Consequently, we are expecting a small reduction in the unfavourable year to date variance.

Development contributions \$281k and Reserve fund contributions \$949k are both favourable to budget through levies charged on development. The main sources of revenue to date have been from the Rose Manor and Nikau Drive subdivisions.

Vested assets are favourable to budget by \$7.45M. Accounting entries have been completed for multiple stages of Rose Manor and Nikau Drive subdivisions, and for other smaller developments in Blenheim and Picton.

Trade waste revenue is unfavourable to budget by \$709k. The final quarterly instalment for high volume users will be invoiced in June. Revenue for disposal of winery liquid waste directly to the Hardings Road industrial ponds is favourable to budget by \$426k.

Dump fee revenue is unfavourable to budget by \$421k, in transfer stations (\$197k), the regional landfill (\$174k) and waste projects (\$50k). Dump fee revenue variations are expected to reduce marginally for the balance of the year.

The regional landfill emissions trading scheme payment is favourable to budget by \$611k. The surrender of carbon credits to meet our annual obligation was lower than expected due to legislated changes in the calculation process.

Grant income is favourable to budget by \$2.15M from 3Waters Stimulus Funding (eligibility period was extended) \$1.25M, 3Waters transitional funding \$442k, Tourism Infrastructure Funding (TIF) for public convenience upgrades \$118k and freedom camping \$62k, NZ Lottery grants for recovery navigator \$106k and DIA Better Off Funding \$181k.

Grant expenditure is favourable to budget by \$1.17M due to Marlborough Kaikōura Trail Trust (\$886k) and Flaxbourne Heritage Centre (\$250k) projects.

Depreciation charges are unfavourable to budget by \$2.20M.

Interest costs are favourable to budget by \$762k.

Mr Craig reported that today is the final day for signing off of invoices and over the next 10-12 days accruals will be processed. Once that is completed any surplus will be identified and a carryover schedule created and tabled at the next Committee meeting.

Members were advised that LTP Planning is underway. There is a lot of change in the industry at the moment, particularly with 3Waters, but the team are going through a robust process to see what can physically be delivered by the staff and resourcing that we have available in the region.

Additional information on variances at an activity level were detailed in the agenda item.

**Cirs Dawson/S Arbuckle:**

**That the financial report for the period ended 31 May 2023 be received.**

**Carried**

ATTENDANCE: Mr Stephen Rooney, Council's Operations & Maintenance Engineer, was present for the following two items.

## **A&S-0723-5      Local Waste Minimisation Fund (WMF) Framework Development      C315-22-119-006**

Members noted that the purpose of the report was to discuss the concept of a local waste minimisation fund (WMF) framework development.

It was reported that research was undertaken in response to enquiries from community groups and individuals about the availability of funding drawn from the waste disposal levy for waste minimisation activities. The report 'Enquiry into Local Waste Minimisation Fund Development' was attached to the agenda for members' information. The report sets out the findings from waste minimisation funds across the New Zealand local authority sector.

Mr Rooney reported that the principle of any waste minimisation fund is to trial ideas that support the waste management and minimisation plan. It was noted that the research enquiry indicates that councils across the country are giving away significant sums of waste disposal levy money via localised contestable funding systems but there is a lack of substantive evidence to convey any meaningful or long-term impact from the projects and activities undertaken. The research indicates that there is no evidence to confirm an enhanced audience reach as a result of a local waste minimisation fund. Larger organisations appear to derive benefit for their business while smaller organisations become reliant on the fund to maintain their core activities.

It was noted that funding would come from Council's current budget and would therefore need to be rate funded.

Members noted they did not support setting up a local waste minimisation fund and wished to retain the 2024/25 budget assumptions.

In response to a query on whether there was a Government contestable fund that Council could apply to assist in meeting our organic processing requirements by 2030, Mr Rooney advised that Council has applied to this fund and an application has recently been made for the optimisation of the greenwaste facilities and other improvements that we will make going forward with the new contract.

It was noted that Community groups can directly apply to the contestable fund. Council staff are available to provide assistance if required.

**Cirs Croad/Dawson:**

1. **That Council does not set up a local waste minimisation fund based on a reallocation of waste disposal levy spending.**
2. **That Council retains the 2024/25 budget assumptions as set out in the 14 July 2022 Assets and Services agenda item 6 which was subsequently ratified by Full Council on 11 August 2022 - Minute No. Cncl-0822-42.**

**Carried**

## **A&S-0723-6 Tradewaste Charges Increase – Consultation**

**W420-004-01**

Mr Rooney advised that the purpose of the report was to report on the consultation with tradewaste customers regarding proposed tradewaste charge increases and to consider approval for the recommended tradewaste charges, and for these to be effective from 1 July 2023.

Members were advised that consultation has been completed with one response received, a copy of those comments were contained in the agenda item. A further comment had been received noting they supported the increase but were critical of how long it had been since the fees had been reviewed and increased. It was reported that the recommendation to apply an inflationary increase annually will overcome this.

It was noted there were no other comments or objections received.

During discussion members agreed that an additional recommendation be added that adopts the increases which were contained in the consultation letter now that the consultation is complete.

**Cirs Dawson/Dalliessi:**

1. **That following consultation and there being no objections to the increases proposed that the increases as outlined in the report to Council on 2 March 2023 be approved.**
2. **That the new tradewaste charges be effective from 1 July 2023, noting the first invoices will be sent out in September 2023.**
3. **That Council adopt the increases contained in the consultation letter to the industry and noted below:**
  - (a) **Increasing the flow charge (l/min) to \$290.00 (GST incl.) from \$183.50 (GST incl.).**
  - (b) **Increasing the strength charge (kg per day) to \$146.00 (GST incl.) from \$106.00 (GST incl.).**
  - (c) **Ceasing the DAF charge of \$170.00 BOD (kg per day).**
  - (d) **Increasing the Wetland Charge (l/min) to \$180.00 (GST incl.) from \$151.25 (GST incl.).**
  - (e) **Introducing a new Capital Loan funding charge of \$118.00 BOD (kg per day) applied to average annual BOD.**
  - (f) **Agreeing that all charges are adjusted for CPI changes annually.**
  - (g) **Continuing the practice of applying a rates credit for Blenheim's share of the wetland charge being met via rates.**

Note a further increase to the Capital Loan funding charge to \$232.00 BOD (kg/day) from 1 July 2026 is likely.

Carried

## **A&S-0723-7      Speed Management Plan Sub-Committee**

**R800-005-03**

It was noted that Council is currently undertaking consultation on the Marlborough Regional Speed Management Plan, in particular the local roads. Waka Kotahi has undertaken an Interim Speed Management Plan and is in the process of preparing a full Speed Management Plan, which will be incorporated into the Regional Plan once complete.

Mr Coningham noted that Council requires a Sub-Committee to hear and make recommendations on any submissions made on the Marlborough Regional Speed Management Plan. It was noted that three Councillors would be required to hear the submissions but it was suggested that four be appointed to provide flexibility in regard to hearing dates which are proposed for September.

The following councillors accepted the nomination - Clrs Adams, Croad, Dawson and Rosene.

Clr Faulls advised that she received a written submission which was after submission closed and sought approval for it to be received as a late submission. Members approved receipt of the late submission.

Clr Croad supported the current members selected but noted there was no Sound Ward Councillor representation on the panel and suggested that a one be added to the panel. Following discussion members agreed to the further addition and Clr Faulls was nominated and indicated her willingness to join the panel.

**Clrs Croad/Rosene:**

**That a Sub-Committee be made up of three members from the following Councillors – J D N Croad, S R W Adams, B G Dawson, J C Rosene and B A Faulls to hear and make recommendations on any submissions made on the Marlborough Regional Speed Management Plan and report back to the Assets & Services Committee.**

Carried

ATTENDANCE: Ms Maighan Watson, Council's Projects & Contracts Manager, was present for the following item.

## **A&S-0723-8      Horton Park Pavilion – Comparative Assessment**

**D050-001-A03**

Ms Watson advised that the purpose of the report was to present the results of a comparative exercise undertaken for the Horton Park pavilion, comparing the rebuild costs of a new facility to a redevelopment of the existing building.

Ms Watson provided members with background information on the Horton Park Pavilion and the Marlborough Cricket Association's desire to develop and expand the existing facilities.

It was noted that at the 2021-22 Annual Plan hearings, Marlborough Cricket presented a concept for Horton Park, which saw the development of a new indoor training facility, a rebuild of the pavilion and a new car park. The development was estimated to cost \$4.8 million. In 2022 staff engaged Arthouse Architecture to prepare a concept design, which was then cost estimated by an independent quantity surveyor. The quantity surveyor estimated that the cost to redevelop the Horton Park pavilion would be \$5.76 million.

It was reported that funding of \$2,000,000 has been approved through the 2021-31 LTP for budget year 2027-28 and it is proposed that the development continue to be assessed through the 2024-2034 LTP process.

During discussion members were advised that Marlborough Cricket are receptive to partnering with other local sporting codes to facilitate a Sportsville arrangement. Marlborough Cricket have also indicated a willingness to seek funding outside of Council in support of the development of Horton Park.

Mr Lyall provided members with information on the Sportsville concept and the historical work that was undertaken when a review was conducted on all sporting codes. That review resulted in the 2021 Sport Facilities Plan and Marlborough District Council Sportsville Policy.

In response to a query on what the redevelopment figure of \$5.76M covered. Mr Lyall advised that it is for the Pavilion only, there is no allowance for the indoor training facility, carparks or outdoor training nets.

**Cllrs Croad/Rosene:**

- 1. That the Horton Park redevelopment proposal be assessed through the 2024-34 Long Term Plan.**
- 2. That staff continue to work with the Marlborough Cricket Association to undertake a fundraising strategy and assist with possible Sportsville partnerships.**

**Carried**

ATTENDANCE: Cllr Rosene withdrew from the meeting at 10.21 am and rejoined the meeting via Teams at 10.37 am.

ATTENDANCE: The meeting adjourned at 10.21 am and resumed at 10.37 am.

ATTENDANCE: Ms Jane Tito, Council’s Manager Parks & Open Spaces Manager (was present for the next three items), and Robert Hutchinson, Council’s Parks & Open Spaces Officer was present for the following item.

## **A&S-0723-9**

## **Land Subdivision Reserve – Playgrounds and Parking Projects**

## **R510-021-01**

Ms Tito noted the purpose of the report was to seek Council approval to fund three projects from the Land Subdivision Reserve.

It was reported that the Land Subdivision Reserve is made up from development contributions obtained from new development activities across the region, a total of three projects are proposed totalling \$540,000 and located at:

- |    |  |           |
|----|--|-----------|
| a) | Awarua Park, Spring Creek – Playground equipment ..... | \$200,000 |
| b) | Athletic Park, Blenheim – New carpark. ....            | \$300,000 |
| c) | Mark Smith Reserve, Blenheim – Sun-shade sails .....   | \$40,000  |

Information on the three projects was detailed in the agenda item.

Members were advised that the opening balance of the Land Subdivision Reserve as at 1 July 2023 is \$2,316,778 with a new balance of \$1,776,778 remaining, subject to funding approval from the Land Subdivision Reserve.

It was reported that a paper may be presented later in the year seeking funding for further projects under the Land Subdivision Reserve.

Cllr Arbuckle noted that previously projects seeking Land Subdivision Reserve funding had been considered annually and in his opinion considering projects together provided an opportunity to view all the projects at one time. Mr Lyall noted that the current format had been driven by Council wanting to get away from the yearly workshop and presenting to the Committee as and when required should be trialled. It was noted that staff would be receptive to going back to holding workshops with an increased frequency of biannually.

During discussion on the Athletic Park carpark development it was raised whether parking at the end of Stratford Street could be considered as an option. It was noted that for larger events the end of Stratford Street

is used as overflow carparking and at other times it is used as the start off point for events and for those reasons is consider not to be a feasible carpark option.

The gates at end of Brewer Street were also raised as they were narrow and possibly hindered exiting/entering the park. It was reported they are part of the centennial celebrations for Marlborough and were created as part of a memorial monument. Any works on the gates would require consent.

**Cllrs S Arbuckle/Flight:**

**That funding be approved for three projects totalling \$540,000 from the Land Subdivision Reserve.**

**Carried**

ATTENDANCE: Ms Kiri Whiteman, Council's Parks & Open Spaces Officer, was present for the following two items.

**A&S-0723-10      Use of Firearms for Recreational Hunting in the  
Essons Valley including the Waitohi Water  
Catchment area      R510-009-E04-04**

Ms Tito introduced Kiri Whiteman who has recently joined the Parks & Open Spaces team.

Members noted that the purpose of the report was to seek Council approval to use firearms for recreational hunting in the Essons Valley including the Waitohi water catchment area.

Members were advised that the Department of Conservation has approached Council to support the use of firearms for the purpose of recreational hunting in the Essons Valley including the Waitohi water catchment area. Previously the use of firearms for hunting has not been allowed.

It was reported there is a large feral goat population which will be the target of any hunting. Members were advised that there have been discussions regarding this pest management proposal with Council's 3-Waters and environmental protection divisions who are both in agreement with the approach.

There was some discussion around the proposed exclusion zone of 200 metres and whether it was sufficient. It was noted that permit holders will be required to hunt with a handheld GPS and be proficient with its use. A GPX track file will be provided to each hunter that will define the area they will be allowed to hunt to ensure they are not hunting too close to any residential area, track/public space or water catchment area.

It was noted that a maximum of six hunting permits would be issued in any calendar year with a maximum of two persons per hunting party. No hunting will be allowed during the Christmas period or when events or significant works are occurring in the area. This would be communicated directly to the permit holders.

Members were advised that further controls may be implemented at the agreeance of MDC and DOC at any stage.

**Cllrs Adams/S Arbuckle:**

**That Council support the decision to allow firearms to be used for recreational hunting purposes on council reserve and water catchment land, subject to the minimum controls outlined in this report.**

**Carried**

**A&S-0723-11      Sponsorship Signage on Wither Hills  
R510-009-W03-06**

Ms Whiteman noted that the purpose of the report was to seek a Council decision for the Marlborough Mountain Bike Club to use private sponsorship on signage in the Wither Hills Farm Park, subject to conditions, for the proposed Mountain Bike Skills Park.

Members were advised that the Marlborough Mountain Bike Club (Club) has secured a sponsorship package for funding to build the proposed skills park at the Wither Hills Farm Park. The sponsorship package includes naming rights, logos, branding, story boards and directional signage.

It was noted that the Club will need to lodge a resource consent application for the development of the skills park given this is not a permitted activity in the zone where the skills park is to be developed. Council approval is also required for the sponsorship signage, which is not a permitted activity in the Wither Hills Management Plan or the Marlborough Environment Plan.

It was noted there would be six signs in total, located at the beginning of each track.

Members were advised that all costs associated with the proposal would be met by the club and that as each sponsorship area is secured and final design, size and placement would be approved by the appropriate Council staff (Parks and Open Spaces Officer).

**Cllrs Dawson/Flight:**

**That Council approve the use of sponsorship logos and naming rights on signage at the Wither Hills Farm Park Mountain Bike Skills Park, subject to:**

- (i) Approval of design, size and placement by Council Officers; and**
- (ii) All costs to be met by the Marlborough Mountain Bike Club.**

**Carried**

ATTENDANCE: Ms Linda Craighead, Council's Planner - Parks & Open Spaces, was present for the following item.

**A&S-0723-12 Self-contained Motor Vehicles Legislation Act**  
**R510-005-05**

Members noted that the purpose of the report was to advise Councillors of recent changes to legislation regarding freedom camping and the need to review the Marlborough District Council Responsible Camping Control Bylaw 2022 to ensure consistency with the legislation.

Members were advised that Government has introduced a national rule that now requires all freedom camping vehicles to be self-contained. It was noted that the default position is that vehicles have to have the fixed toilet but if a Council has a bylaw with areas without self-contained, as Council have at Blarich Reserve, that is not inconsistent with the national rule.

Ms Craighead advised that we do need to review our Bylaw to determine whether there is any inconsistency in the bylaw compared to the national legislation.

It was reported that the Act introduces two changes related to homelessness in the context of freedom camping. The first is a new definition identifying that a person is not freedom camping if they are not in New Zealand on a visitor visa and are unable to live in appropriate residential accommodation. If a person satisfies both criteria then they cannot be liable for any offences for freedom camping.

The second change requires a review on the impact of the reforms on those experiencing homelessness to be started two years after commencement of the Act and to be completed within a further six months (30 months after enactment). The intent of this review is to ensure that there are no negative consequences for those experiencing homelessness arising from the legislation. The review is to be undertaken by the Minister of Tourism supported by other agencies.

The freedom camping transition period was attached to the agenda for members' information.

**Cllrs Croad/Dawson:**

**That the report be received.**

**Carried**

NB: Cllr Faulls declared an interest in the above Self-Contained Motor Vehicles Legislation Act item and did not take part in discussions nor vote on the issue.



## A&S-0723-13 Information Package

Cllrs Dawson/S Arbuckle:

That the Assets and Services Information Package dated 11 July 2023 be received and noted.

Carried

## A&S-0723-14 Decision to Conduct Business with the Public Excluded

Cllrs S Arbuckle/Dalliessi:

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

- Property Purchase
- Property Issue
- Property Issue

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
Property Purchase Property Issue Property Issue	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 11.58 am.

Record No. 23151250