

**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, 22 AUGUST 2023 commencing at 9.00 am**

Present

Clrs J D N Croad (Chairperson), J C Rosene (Deputy), S R W Adams, S J Arbuckle, D A Dalliessi, B G Dawson, and Mayor N P Taylor

Also Present

Clrs J A Arbuckle, B A Faulls, B J Minehan and T P Sowman

Also Present via Teams

Clrs A R Burgess and R J Innes

In Attendance

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

Apologies

Clrs Croad/Rosene:

That the apology for absence from Clr M R L Flight be received and sustained and the apology for non-attendance from Mr M Wheeler, Council's Chief Executive be noted.

Carried

A&S-0823-52 Declaration of Interests -

Clr Dawson declared an interest in Item 11 – Murphys Creek Reserve – Proposed Location for Abbeyfield Marlborough Development.

ATTENDANCE: Steve Murrin, Marlborough Roads Manager/Marlborough Roads Recovery Team Manager, was present for the following three items.

**A&S-0823-53 Marlborough Sounds Future Access Study –
Future Sites Risk Mitigation E210-007-29-05**

Mr Murrin advised that the purpose of the report was to seek approval from Council to set up a holding account to fund the repair of critical sites within the Marlborough Sounds Future Access Study (MSFAS) Area.

Mr Murrin advised that since the report was compiled discussions have occurred with Waka Kotahi who have indicated that there may be an opportunity for Council to receive an advance on the Marlborough Sounds Future Access Funding of up to \$5M to deal with the critical repairs. The advance would be at the standard 71% FAR subsidy. Members were advised that if when the business case is approved it is determined that a different FAR would be provided, this advance would be adjusted to that FAR.

It was reported that it is likely to take a month for Waka Kotahi to make a decision following the receipt of the application. Mr Murrin advised that this timeframe would not delay any of the proposed works. Members requested that an update be provided at the next Assets & Services Committee meeting.

Members expressed their appreciation to Mr Murrin and the team at Marlborough Roads for the work they have done in sourcing funding to complete these critical works.

An amended recommendation was proposed to reflect the new information received.

The Mayor/Clr Dawson:

That Council approves the establishment of a Holding Account to progress critical storm repairs within the Marlborough Sounds Future Access Study Area noting:

1. **The preferred option is that Council applies for an advance on the Emergency Works funding through Waka Kotahi, this would be at 71% FAR.**
2. **If the advance on Emergency Works is not successful, then Council establish a holding account to fund the critical repairs.**
3. **If Council needs to establish a holding account to fund critical repairs, then Council staff to confirm with Waka Kotahi that they will backdate the FAR to apply to these repairs.**

Carried

A&S-0823-54 Briggs Road Maintenance

R800-006-002-02

Mr Murrin noted that the purpose of the report was to seek approval to take over maintenance responsibility for Briggs Road, a side road off Onamalutu Road. A plan showing Briggs Road and the section to be maintained was attached to the agenda for members' information.

Mr Murrin advised that Briggs Road was formed a number of years ago by Forestry. The road is 260m long and has been constructed on Legal Road alignment and provides access to five properties and is of an acceptable standard. It was noted that unlike a Right of Way there is no formal maintenance agreement between the parties that use the road.

Members were advised that maintenance requirements are likely to be minimal as it carries very low traffic volumes but is likely to require an annual grade and possible maintenance metalling every third year. If logging activities recommence more maintenance would be required.

Members raised whether consideration could be given to including the whole of the road to the forestry boundary. Mr Murrin advised that generally if a road only provides access to one property, then it is up to the landowner to maintain that right of way. If that situation changes, then it is up to the landowner to bring that section of road up to standard before being considered for maintenance by Council.

Members were advised that there is a mechanism within the NOC contract to add new roads into the contract for maintenance and this will have no effect on existing roading budgets.

Clrs Dawson/Rosene:

That Council take over the maintenance of Briggs Road from Onamalutu Road up to where the road branches (a length of 260m).

Carried

ATTENDANCE: Lucan Orchard, Marlborough Roads Network Manager, was present for the following item.

A&S-0823-55 Elmslie Bay Boat Launching Ramp Proposal

MCC1024

Mr Orchard noted that the purpose of the report was to inform Councillors on the state of repair of the Elmslie Bay/French Pass Launching Ramp.

Members were advised that the boat launching ramp in Elmslie Bay is in a poor state of repair and needs replacing before it deteriorates further. It is a popular launching ramp and a critical connection to D'Urville Island. It is used multiple times per day for the landing of the D'Urville Island Connection barge, which is the only way to get vehicles to D'Urville Island. The launching ramp is also used by permanent residents and bach owners of D'Urville island as well as a lot of recreational users.

It was noted that in 1998 Council applied for a blanket Resource Consent (U980060) to cover Coastal Permits for all the Public Jetties in the Marlborough Sounds. This consent also covered the Elmslie Bay launching ramp. A copy of the consent was attached to the agenda item for members' information.

Members were advised that a quote has been received for just over \$100K to replace the launching ramp. It was noted that the current budget, which includes previous carry overs sits at \$258K and it is proposed to use this budget for repairs.

In response to a query on the timing of the works and using alternative facilities, Mr Orchard advised that discussions have been held with the community and users of the ramp and they are more than happy to use alternative facilities while a new ramp is being constructed. The contractor has indicated that construction is likely to be between two to three weeks.

Members expressed their support of the proposal and had the common view that the launching ramp is a vital piece of infrastructure for the Sounds community.

The Mayor/Clr Dalliessi:

That Council approve funding from the Wharfs and Jetties budget to replace the Elmslie Bay/French Pass Launching Ramp.

Carried

ATTENDANCE: Mr David Craig, Council's Management Accountant – Operations, was present for the following two items.

A&S-0823-56 Interim Financial Report for the year to 30 June 2023 F275-001-02

The interim Financial Report for the Assets and Services and Property and Community Facilities (including parking) Departments for the year ended 30 June 2023 was presented to members.

It was noted that the total actual year to date surplus of \$11.9M has resulted through reduced revenues to budget of \$3.1M and reduced expenditure to budget of \$9.7M.

The major variances between year to date actual and budget were detailed in the report.

It was reported that the variations have previously been identified and budgeted in the 23/24 Annual Plan exercise. Other variations are included in the carryover requests, which were noted in the Budget Carryovers agenda item.

It was reiterated that the surplus is not a cash surplus and includes vested assets and targeted revenues such as the development contributions and reserve fund contributions, which can only be used for specific purposes. The surplus is also used to fund loan principal repayments.

Mr Craig provided clarification on a number of questions posed by members.

Cirs Croad/Rosene:

That the interim financial report for the period ended 30 June 2023 be received.

Carried

A&S-0823-57 Budget Carryovers F275-001-02

Members noted that the purpose of the report was to present the 2022/23 departmental carryovers for approval.

A number of works scheduled for completion in 2022/23 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 2022/23 Annual Plan it is necessary to amend the 2023/24 budgets to reflect these 'carryovers'. There is no additional rating impact arising from the 'carryover' action.

Cirs Croad/Adams:

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

Carried

NB: The order of the agenda was altered at this point and the following Item 9 was heard ahead of Item 8.

A&S-0823-58 Bluegums Odour Survey C315-21-039-02

Mr Coningham noted that the purpose of the report was to provide an update on the Bluegums landfill odour survey undertaken during 2023.

Members were advised that an odour survey was conducted across May and June 2023 with odour data logger devices installed at two locations, one in the general Taylor Pass housing area and the other installed at the Bluegums landfill. It was reported that the monitoring results showed no traces of landfill odour (Hydrogen Sulphide) during the survey period.

Mr Coningham reported that the PONG reports during the survey period reduced from fifty-nine to five. It was noted that the reduction in PONG reports coincided with mitigation methods put in place to suppress odours. Mr Coningham acknowledged the work done by Dr Alec McNeil, Council's previous Solid Waste Manager, in putting these mitigations into place.

It was noted that site surveillance continues to ensure that the landfill and its associated operational practice places odour mitigation as a priority.

Cirs Dalliessi/Rosene:

- 1. That the report be received.**
- 2. That staff provide Council with an annual summary of PONG reports and any mitigation / follow up action.**

Carried

ATTENDANCE: Mr Geoff Dick, Council's Senior Rivers Technical Engineer, was present for the following item.

A&S-0823-59 Wairau River Scheme Flood Recovery Update to June 2023 L150-026-01-01

Mr Dick noted that the purpose of the report was to provide the Committee with an update on progress with the approved flood damage repairs to Wairau River scheme works resulting from the July 2021 and July/August 2022 storms. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 23175165). The July 2021 Flood Damage and the July 2021 / August 2022 Flood Damage schedule progress sheets were attached to the agenda for members' information.

Mr Dick advised that work is progressing steadily on the flood damage repair work following the July 2021 and July/August 2022 storms. To 30 June 2023 expenditure has been \$4.6M out of a total estimated cost of \$13.1M. It was noted that there are inflationary pressures on the remaining repair schedule of over 10% since the estimates were completed.

Members were advised that some major repairs are yet to be completed including at the Diversion, Cravens and Stedmans. Other work includes the top-up of extensive lengths of rock lining between SH1 and the Waihopai River confluence, and seepage repair to a section of stopbank at Tuamarina. Design is underway for the large repair at the Diversion mouth adjacent to the Freedom Camping area. External advice has been sought on the alignment options available.

It was noted that it is expected that completion of the full flood damage schedule will now extend beyond the original June 2024 target date.

Mr Dick noted that access to quarry rock is still very tight but is expected to improve over the next 12 months including at Pukaka Quarry.

Members discussed future quarry requirements and proposed that a workshop agenda item be prepared that provided a clear understanding of future quarry needs and supply. It was also suggested, for background, that historical information on the Pukaka Quarry be included.

Cirs Adams/Dalliessi:

- 1. That the report be received.**
- 2. That the flood damage repairs to the Diversion at the Freedom Camping area aim to restore the bank alignment to more or less the pre July 2021 alignment taking into account the budget available.**

Carried

NB: At the conclusion of the above item members referred to the Information Package sections for Marlborough Roads and Rivers and Drainage Sections.

ATTENDANCE: Ms Linda Craighead, Council's Planner – Parks and Open Spaces, was present for the following three items.

A&S-0823-60 Blackwood Bay – Exchange of Local Purpose (Esplanade) Reserve PN528304#05, R510-003-01-23

Ms Craighead noted that the purpose of the report was to consider an application for an exchange of Local Purpose (Esplanade) Reserve in Blackwood Bay for an equivalent area of freehold land to provide a building site for the adjoining property owner.

Members were advised that the Reserves Act 1977 enables an exchange to occur but there is a notification requirement before any exchange can occur.

Ms Craighead advised that there does not appear to be any issues from a public access perspective of undertaking the exchange and preliminary discussions with the Walking Access Commission and the Department of Conservation did not identify any issues.

It was noted that approval in principle to the exchange is proposed, subject to the public notification process and subsequent consideration of any submissions received. All costs of the exchange are to lie with the applicant and no compensation for the exchange is considered necessary.

Cirs S Arbuckle/Adams:

That Council:

- 1. Approve in principle the exchange of Local Purpose (Esplanade) Reserve in Blackwood Bay for an equivalent area of freehold land as shown in Attachment 2, subject to the public notification requirements of s.15 of the Reserves Act 1977.**
- 2. Reconsider the approval in principle if submissions in opposition are received.**
- 3. Commence gazettal requirements of the Reserves Act 1977 if no submissions in opposition are received with all costs associated with the exchange process to be the responsibility of the applicant.**

Carried

A&S-0823-61 Murphys Creek Reserve – Proposed Location for Abbeyfield Marlborough Development

R510-009-M13-04

Ms Craighead noted that the purpose of the report was to provide information regarding the proposal of Abbeyfield Marlborough seeking to use part of Murphys Creek Reserve to locate a residential house for senior citizens; and to seek approval to undertake consultation on the Abbeyfield Marlborough proposal to locate a residential house for senior citizens on part of Murphys Creek Reserve.

It was noted that as part of the Annual Plan process for 2023/24 a submission from Abbeyfield Marlborough requested an area of land on Murphys Creek Reserve (Reserve) be made available for an Abbeyfield house. The Council's decision was that further investigation would be undertaken by staff. A report has now been prepared setting out information about the Reserve and the statutory processes required to uplift the reserve status. The report was attached to the agenda for members' information.

Ms Craighead noted that a property status report had been requested from APL to confirm the legal status of land. Members were advised that a response has been received as of yesterday advising that the land has been derived from the Crown and is therefore not the Council's to dispose of.

There was considerable discussion regarding the next steps and how members wanted to proceed. At the conclusion of those discussions the Mayor moved the following motion (Clr S Arbuckle seconded).

The Mayor/Clr S Arbuckle:

That Council staff initiate discussions with the Department of Conservation / The Crown on the status of the land and report back to the Committee to make a decision on the next step/s.

Carried

NB: Clr Dawson declared an interest in the above item and did not take part in discussions nor vote on the issue and withdrew from the meeting at 10.08 am.

ATTENDANCE: Clr Sowman withdrew from the meeting at 10.26 am.

A&S-0823-62 Specialist Change Facilities Policy Review

R510-014-001-04

Members noted that the purpose of the report was to provide information on a review of the Council's Specialist Change Facilities Policy which is due for review this year; and to seek approval to notify the Specialist Change Facilities Policy for public submissions as part of the review process. The Policy was attached to the agenda for members' information.

Ms Craighead advised that specialist change facilities are a dedicated place where people with multiple or complex needs can be changed or toileted by a caregiver. The Council has two facilities – one at Liz Davidson Place known as Te Huri and one in the new library and art gallery building Te Kahu o Waipuna. Members were advised that Better off Funding for two further facilities had been in place, however this is no longer available with the removal of Tranche 2 funding by Central Government.

It was noted that a submission to this year's Annual Plan had commented on both the Council's policy for specialist change facilities and to the provision of facilities. Members were advised that an assessment of the submission in relation to the policy was undertaken and comments and recommendations from that assessment were detailed in the agenda item.

It was reported that overall, no changes are considered necessary to the Specialist Change Facilities policy ahead of it being publicly notified for submission. Members were supportive of this assessment and noted that public notification will occur following ratification at the next Full Council meeting and the policy will be discussed with the Access and Mobility Forum and forwarded to users of the current facilities.

Cllrs Adams/Rosene:

That Council makes no change to the current Specialist Change Facilities Policy (dated 17/09/20) ahead of public notification of a review of the Policy.

Carried

A&S-0823-63 Information Package

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Cllrs Adams/S Arbuckle:

That the Assets and Services Information Package dated 22 August 2023 be received and noted.

Carried

The meeting closed at 10.30 am.

Record No. 23170947