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**MARLBOROUGH
DISTRICT COUNCIL**

7 August 2026

Record No: 26162186
File Ref: D050-001-A03
Ask For: Nicole Chauval

Notice of Committee Meeting – Thursday, 13 August 2026

A meeting of the Infrastructure & Community Facilities Committee will be held in the Council Chambers, 15 Seymour Street, Blenheim on **Thursday, 13 August 2026 commencing at 11.30 am (approx.)**.

BUSINESS

As per Agenda attached.

JOHN BOSWELL
CHIEF EXECUTIVE



**Meeting of the
INFRASTRUCTURE & COMMUNITY FACILITIES COMMITTEE
to be held in the Council Chambers, District Administration Building, Seymour Street,
on THURSDAY, 13 AUGUST 2026 commencing at 11.30 am following the
Civil Defence Emergency Management meeting.**

Committee

Clr B G Dawson (Chairperson)
Clr S R W Adams
Clr J D N Croad
Clr D A Dalliessi
Clr C M W Dawson
Clr T P Sowman
Clr B D Stace
Mayor N P Taylor
Ms D McConnell (Iwi representative)

Departmental Head

Messrs D Heiford (Group Manager Infrastructure & Services) and
J Lyall (Group Manager Property, Roading & Community Facilities)

Staff

N Chauval (Committee Secretary)

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1. Apologies

No apologies received.

2. Declaration of Interests

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

3. Capital Projects Report for the year to 30 June 2026

(The Chair) (Report prepared by David Craig)

F275-001-02

Purpose of Report

1. To present the Capital Projects Report for the Infrastructure and Services and Property and Community Facilities Departments for the year to 30 June 2026.

Background/Context

2. The Capital Projects Report for the Infrastructure and Services, Three waters and Property and Community Facilities Departments from 1 July 2025 to 30 June 2026 is attached.
3. This report provides a detailed overview of capital project expenditure for the current financial year.
4. It presents spend tracking at the individual project level, highlighting actuals against budget, forecast projections, and any variances. The report is intended to give committee members clear visibility into how capital delivery is progressing, identify any emerging risks or delays, and support informed decision-making around resource allocation and project prioritisation
5. The final year end entries are still underway and some movement is expected between these figures and the final year end position.

RECOMMENDATION

That the capital projects report for the year to 30 June 2026 be received.

Author	David Craig, Finance Business Partner - Operations and Tessa Dever, Financial Reporting Manager
Authoriser	Richard Coningham, WSO Establishment Chief Executive, Jamie Lyall, Group Manager Property and Community Facilities, and Geoff Blake, CFO

Capital Projects Report

Q4 to 30 June 2026

Introduction

This report provides an update on the performance of the capital programme for the current financial year (FY26). It includes:

- An overview of the departments of the committee's capital programme
- A breakdown of major areas of capital delivery by functional group

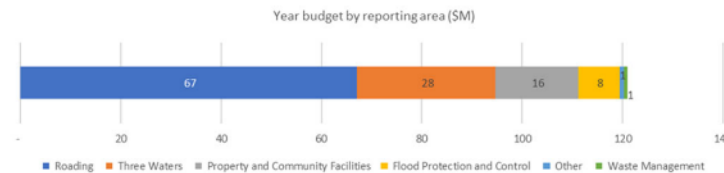
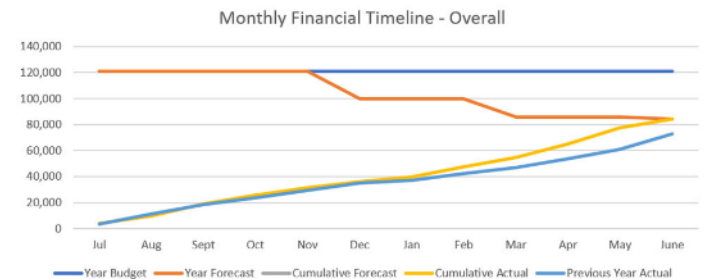
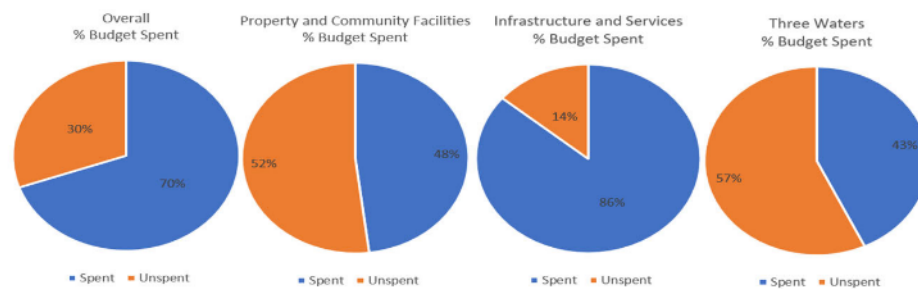
Each functional groups dashboard includes a variance table that highlights projects being delivered either slower than originally budgeted (positive variance – indicating potential carry-forward at year end) or faster than budgeted (negative variance – indicating potential bring-back at year end). These variances relate solely to the current financial year's budget and do not necessarily reflect overall project overspend or underspend.

The report also includes status updates on key Watchlist projects. Projects are selected for the Watchlist based on the following criteria:

- Scale and significance
- Strategic importance
- Public profile
- Cost
- Immediacy (construction occurring in the current financial year)
- Delivery risk

Capital Expenditure Overview

	Actual	Budget	Forecast
Property and Community Facilities	7,918	16,483	7,918
Infrastructure and Services	62,607	72,690	62,607
Three Waters	13,696	31,858	13,696
Total	84,221	121,031	84,221



We are 100% of the way through the year with 70% of the capital expenditure budget spent for the departments. In pleasing news the year end position is inline with our forecast in the previous report and is ahead of last year however we continue to be significantly behind budget. There are a number of reasons for this impacting each of the projects included in the budget. Property and Community Facilities capital expenditure is at 48%. The way small townships and reserves capital expenditure is budgeted has been adjusted in the 2026/27 Annual Plan to better reflect actual delivery plans. Infrastructure and Services expenditure is at 86% with offsetting adjustments in planned capital expenditure and actual in the Flood Protection and Control Works and Solid Waste activities. Three Waters is at 43% and work is underway to develop a revised deliverable ten year capital program as part of the transition to the new Water Service Organisation. The 2026/27 Annual Plan has re-budgeted a number of projects included in the budget with some additional carryover likely at this stage.

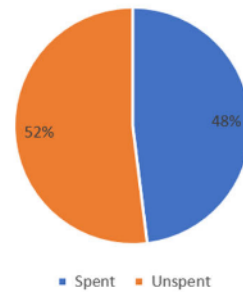
Property and Community Facilities

Actual	Budget	Forecast	Variance
7,918	16,483	7,918	8,565

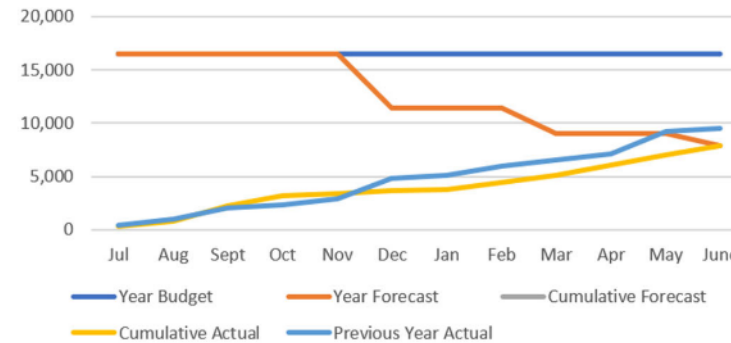
Summary

Capital expenditure is at 48% of budget. Major capital expenditure incurred includes costs for London Quay redevelopment, A&P Park Pavillion, fit out costs at 22 Queen Street and the old Blenheim Library, and Renwick and Blenheim (Oliver Park, Horton Park & Westwood) Public Conveniences. The property overspend is partially due to timing differences and will be offset by the remaining 2026/27 budget, with the balance to be recovered through additional tenant cost recoveries. The way capital expenditure is budgeted for has been adjusted in the 2026-27 Annual Plan.

Property and Community Facilities
% Budget Spent



Monthly Financial Timeline - Property and Community Facilities



Actual Positive/(Negative) Variances

	Year Actual	Year Budget	Variance
Library	367,351	533,561	166,210
Property	1,275,680	900,000	-375,680
Halls	52,493	69,000	16,507
Cemeteries	52,523	262,399	209,876
Public Conveniences	840,423	1,176,499	336,076
Memorials	15,112	127,000	111,888
Swimming Pools	-	30,000	30,000

	Year Actual	Year Budget	Variance
A&P Pavilion	1,931,829	2,200,000	268,171
Taylor/Riverside	201,707	1,063,172	861,465
Reserves - Other	458,281	4,089,094	3,630,813
Parking	40,020	170,000	129,980
Street Plots & Trees	22,445	38,500	16,055
London Quay revitalisation	1,995,170	2,060,250	65,080
Blenheim CBD	346,396	1,996,080	1,649,684

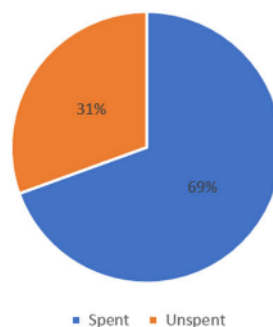
Roading

Actual	Budget	Forecast	Variance
43,554	62,700	43,554	19,146

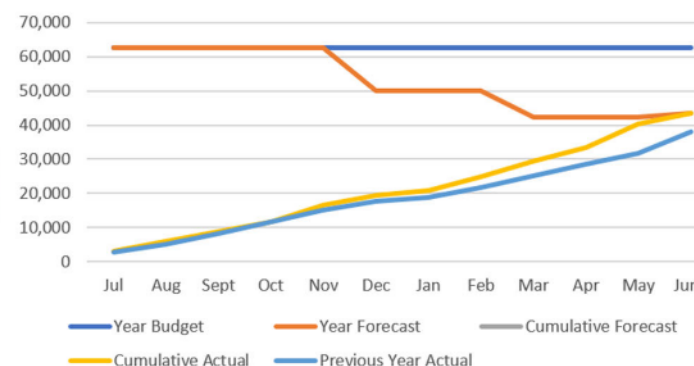
Summary

Capital expenditure is at 69% of budget. Major capital expenditure incurred is related to emergency reinstatement costs across the various weather events and the general roading program. Carryovers will be discussed in the new year, with some capital expenditure already being re-budgeted in the last year of the NLTP.

Roading Spent % Budget



Monthly Financial Timeline - Roothing



Actual Positive/(Negative) Variances

	Year Actual	Year Budget	Variance
Emergency reinstatement	31,013,086	42,087,071	11,073,985
Seal resurfacing	5,280,440	5,747,351	466,911
Pavement rehabilitation	2,181,481	1,916,833	-264,648
Unsealed metalling	1,812,729	2,356,115	543,386

	Year Actual	Year Budget	Variance
Drainage renewals	1,086,496	1,660,893	574,397
Minor (low cost/low risk) Improvements	58,534	2,731,750	2,673,216
Waitaria Bay jetty replacement	502,358	548,188	45,830
Other general roading program	1,097,422	2,590,944	1,493,522
Other roading	521,580	3,060,960	2,539,380

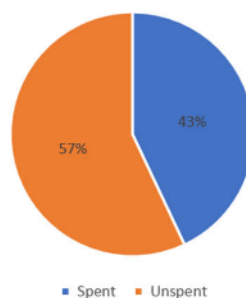
Three Waters

Actual	Budget	Forecast	Variance
13,696	31,858	13,696	18,162

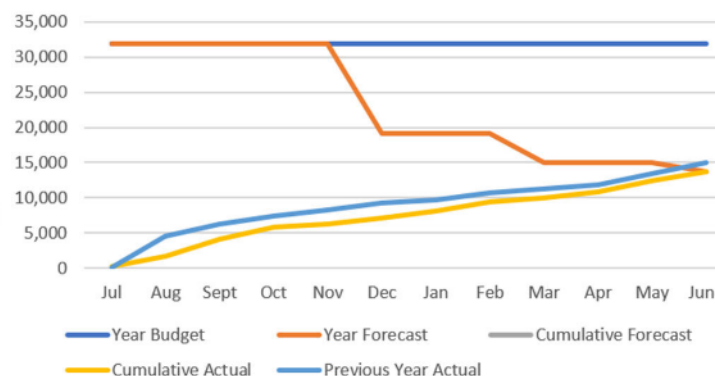
Summary

Capital expenditure is at 43% of budget. Major capital expenditure incurred includes costs for Hampden Street Stormwater upgrade, Redwood St property purchase (to facilitate stormwater drainage improvements), Havelock Water Treatment plant upgrades (budget reallocation/rephasing to fund this), Blenheim Chlorination plant upgrades and Purkiss St wastewater pump station and pipeline upgrades.

Three waters spent % Budget



Monthly Financial Timeline - Three Waters



Actual Positive/(Negative) Variances

	Year Actual	Year Budget	Variance
Murphys Creek stormwater (option G)	96,098	3,423,089	3,326,991
Hampden Street stormwater pipeline upgrade	412,042	1,059,000	646,958
Other Stormwater	1,098,747	1,843,129	744,382
Blenheim Water Chlorination	2,190,709	5,848,237	3,657,528
Essons water treatment plant upgrade	8,542	838,633	830,091
Awatere Rural water treatment (2025-28)	0	900,000	900,000
Awatere AC pipeline replacement	653,880	1,500,000	846,120
Pipeline renewals Colemans Road, Lakings Road	1,679,717	1,859,120	179,403
Pipelines Fire/Capacity upgrades, New pipes to n	0	2,310,926	2,310,926

	Year Budget	Variance
Havelock Temporary UV	670,000	0
Other Water	2,204,878	5,629,403
Purkiss North, Kingwell and The Moorings pump station upx	1,896,044	4,090,000
Blenheim/Riverlands sewer discharge to land	270,545	3,575,000
Renewal of earthquake damaged earthenware pipelines	15,958	2,686,160
Seddon Sewer Treatment Plant Upgrade	64,382	1,069,435
Other Sewer	1,844,021	2,528,027
Timing adjustments in overall budget	0	(11,500,000)
Northwest Periphery	590,095	4,315,360

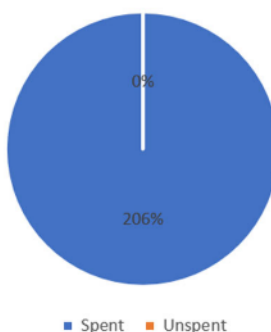
Flood Protection and Control Works

Actual	Budget	Forecast	Variance
16,922	8,339	16,922	- 8,583

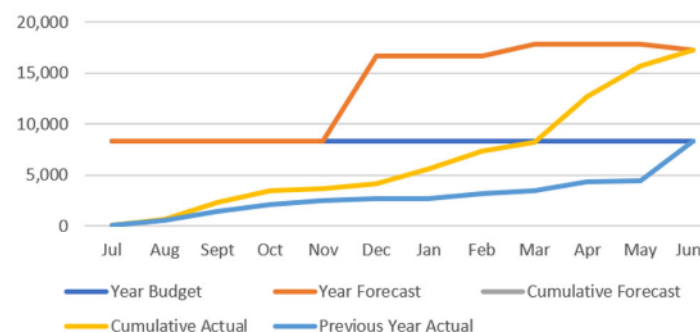
Summary

Capital expenditure is at 206% of budget. Major capital expenditure incurred to date includes the Peninsula Road Stop bank project, Land Purchases at 3058 SH1, Riverlands (approved under Stormwater but not included in the rivers budget) and Alabama Road, and Pukaka Quarry costs. The variance between forecast and budget is approved by Council and has been explained on the Peninsular Road watchlist project page. Other capital expenditure projects are on hold while the Spring Creek project is prioritised.

Flood Protection Spent % Budget



Monthly Financial Timeline - Flood Protection and Control Works



Actual Positive/(Negative) Variances

	Year Actual	Year Budget	Variance
Peninsula Road stopbank upgrade	12,710,687	4,576,072	-8,134,595
Upper Conders stopbank upgrades (Regional Infra)	135,415	1,050,227	914,812
Upper Conders rockline upgrade	0	150,000	150,000
Waihopai control gate upgrade	0	421,722	421,722
Lower Opaoa stopbank upgrades	0	320,000	320,000
Boyce Street drainage pump station	0	610,000	610,000
Quarries	2,002,767	0	-2,002,767

	Year Actual	Year Budget	Variance
Electrical and mechanical upgrades to rural drainage pump	125,127	176,656	51,529
Diversion edge works - WD04 Upstream of Neal Road - TRE	0	400,000	400,000
Other Drainage	295,516	128,183	-167,333
Other Rivers outside WV	0	66,500	66,500
Other Rivers in WV	381,691	240,000	-141,691
Land Purchase	1,553,956	200,000	-1,353,956

Solid Waste

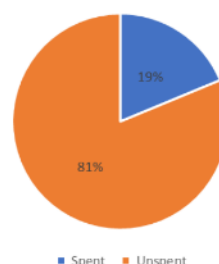
Asset Type	Actual	Budget	Forecast	Variance
Capex	149	770	149	621
Carbon Credits	963	-	963	- 963

Summary

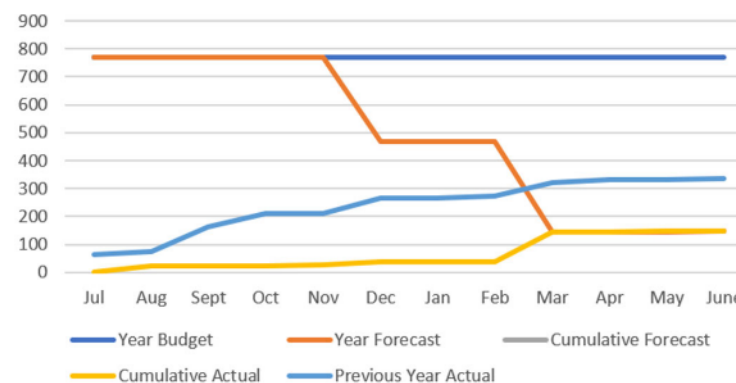
Capital expenditure is at 19% of budget. The budget includes an allocation for construction of remote transfer station compounds and gas management and consenting costs for the regional landfill. Actual expenditure includes purchase of replacement Hook Bins required under the contract. The remaining unspent budget will likely be requested as carryover.

Additional expenditure includes Carbon Credits purchased to ensure price certainty at \$963k. These will be used to settle future ETS obligations.

Solid Waste Spent % Budget



Monthly Financial Timeline - Solid Waste



Actual Positive/(Negative) Variances

	Year Actual	Year Budget	
Remote Transfer Stations	423	270,000	269,577
Bluegums Landfill (consenting, gas i	148,179	450,000	301,821
Resource Recovery Centre	0	50,000	50,000
New Zealand Units (Carbon Credits)	963,000	0	(963,000)

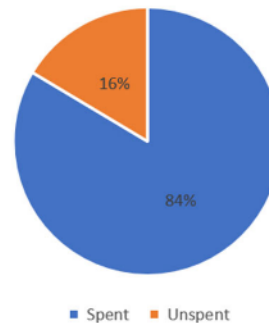
Other – Plant, Fleet, EM

Actual	Budget	Forecast	Variance
736	881	736	145

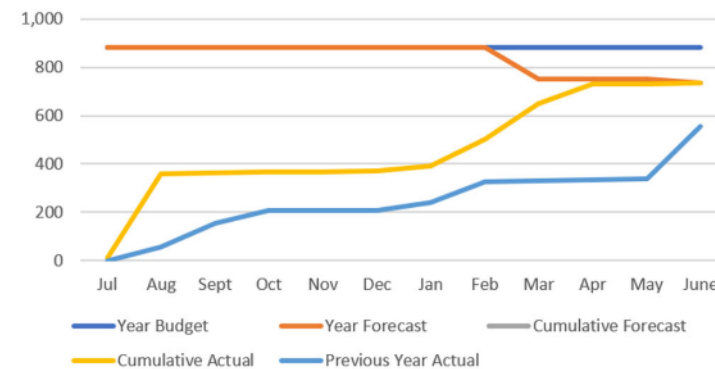
Summary

Capital expenditure is at 84% of budget and is tracking higher than the same time last year. Expenditure includes a new Isuzu crane truck, a commercial mower, a rivers heavy pump, four Toyota Hilux fleet vehicles and solar panels on Council owned assets. While the plant budget is exceeded, these can be offset by gains on disposal for the plant disposed. Emergency management includes solar panels on Council owned assets which are largely offset by grant revenue with the remainder funded by reserves.

Other Spent
% Budget



Monthly Financial Timeline - Other



Actual Positive/(Negative) Variances

	Year Actual	Year Budget	Variance
Emergency Management	82,529	9,000	73,529
Plant	414,691	401,800	12,891
Direct Management	235,967	351,999	(116,032)

Projects Watchlist

Project	Functional Area	Status - Current	Status - Prior
Sounds Roothing	Roothing	On Track	On Track
A&P Park Pavillion	Property and Community Facilities	On Track	On Track
Peninsula Road Stopbank	Flood Protection and Control Works	On Track	On Track
Murphys Creek Stormwater	Three Waters - Stormwater	At Risk	At Risk
Awatere Rural Water	Three Waters - Water	At Risk	At Risk
Blenheim Chlorination	Three Waters - Water	On Track	On Track
Blenheim/Riverlands Sewer Discharge	Three Waters - Sewer	On Track	On Track

Watchlist Key

Green - on track for timing and budget

Amber - at risk for timing or budget

Red - critical risk for timing and budget/overall delivery

Sounds Roding – Phase 3 (Capex and Opex)

Project Description

The Marlborough Sounds Roding Project is a major recovery and resilience initiative, addressing extensive damage from the 2021–2022 storm events. It focuses on restoring access across five key areas—Kenepuru, Queen Charlotte Drive, Te Hoiere/Pelorus, French Pass, and Port Underwood—through a mix of road and marine transport solutions. Guided by the Marlborough Sounds Future Access Study, the project aims to ensure long-term connectivity and adaptability to future climate and hazard risks. Currently in Phase Three, the initiative not only repairs infrastructure but also builds resilience into Marlborough’s transport network for future generations.



Overall Status Commentary

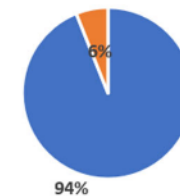
The project maintains strong momentum across design, construction and programme delivery. Winter weather has slowed construction but are still on target for completion in December 2027. Careful management of programme in tandem with competitively tendering all works has resulted in a forecast under expenditure of \$40m. This surplus funding will be returned to NZTA with Councils share not being required for future forecast rate increases. Completing designs and getting works tendered has been the focus over winter. This will enable a large construction programme to be delivered over the summer construction season.

Project Phase



Financials - Current year			
Actual	Budget	Forecast	Variance
30,498	32,458	30,498	1,960
Financials - Full Project			
Actual	Budget	Forecast	Variance
40,842	141,411	101,411	40,000

Percentage Spent



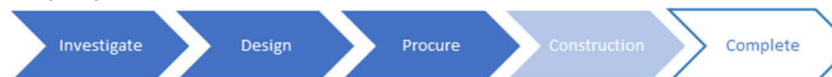
A&P Park Pavillion

Project Description

The A&P Park Pavilion Upgrade is a Marlborough District Council project to replace the aging facility at Blenheim's A&P Park with a modern, multi-use venue. Designed to support both sporting and community events, the new pavilion will be centrally located and offer improved amenities and elevated views across the park.



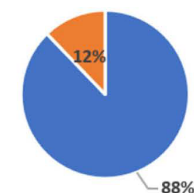
Project phase



Financials - Current year			
Actual	Budget	Forecast	Variance
1,932	2,200	1,932	268

Financials - Full Project			
Actual	Budget	Forecast	Variance
2,050	5,900	5,900	0

Percentage Spent



Overall Status Commentary

The project continues to progress well, with the building structure now substantially established. Internal wall framing is approximately 90% complete, terrace concrete works and threshold drains have been completed, and roofing, flashing, and gutter installation are progressing. Key long-lead materials, including bricks, HVAC equipment, and imported floor tiles, have been procured and are either on site or securely stored locally.

Ongoing communications around design coordination issues and variation reviews has put further pressure on the programme, with Evan Jones Construction Ltd advising a revised completion date of early in 2027. We are actively working with them and JTB on ways to bring this back.

The project remains within budget, and no contingency funding has been used.

Peninsula Road Stopbank

Project Description

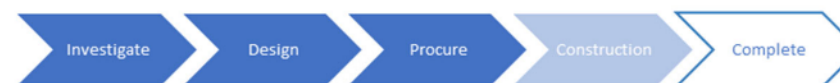
The Peninsula Road Stopbank Upgrade is a critical flood protection project led by the Marlborough District Council to strengthen the resilience of Spring Creek and surrounding areas. The upgrade involves replacing the stopbank with a higher, more robust structure, protecting it from scour, improving culvert infrastructure, and relocating Peninsula Road off the stopbank to enhance safety and access.

Council approved the budget increase to \$22.5m on 30 October 2025 subject to funding on appropriate terms from Kanoa. Funding of \$13.8m has been secured from Kanoa in the form of a suspensory loan. The initial budget of \$8.7m set by Council remains the local contribution to the project.

A further budget increase to \$26.3m was approved by Council on 2 April 2026 with confirmation of continued Kanoa support for this increased amount still outstanding.



Project phase



Financials - Current year

Actual	Budget	Forecast	Variance
12,711	4,576	12,711	-8,135

Financials - Full Project

Actual	Budget	Forecast	Variance
13,544	8,700	26,300	-17,600

Percentage Spent



Overall Status Commentary

During the first part of 2026 (Jan to June inclusive) the following milestones were achieved:

- Construction and opening of the new Peninsula Road
- Erection of the permanent and temporary fencing along the length of the works
- Re-shaping and rock protection to Whites Drain & Spring Creek
- In-water rock protection to river right of the Wairau River from the Spring Creek confluence up to appx 30m short of Ferry Road Bridge
- Commenced removal of a 1920's stopbank located in front of the current stopbank
- Ground preparation for constructing the new upper no-rip-rap reach stopbank

Works will continue through the winter period and flow straight into the year 2 operations in order to protect the programmed completion date of June 2027

Year 2 construction period will run from October 2026 until June 2027 and consists of replacing the existing stop bank with a new one appx 1.5m higher, giving robust protection to the Spring Creek township and SH1.

For this project in excess of 300,000 tonnes of rock and aggregate is required over the two year timeframe. Two significant quarries in Marlborough are supplying the project material, Pukaka (MDC owned) and Barracks (commercial quarry).

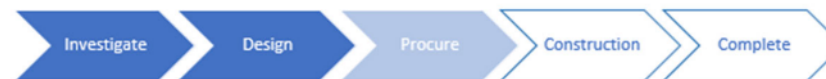
Murphys Creek Stormwater

Project Description

The Murphys Creek Option G Stormwater Project is a multi-phase infrastructure upgrade to improve stormwater management in the Springlands area. Murphys Creek, a spring-fed waterway flowing into the Taylor River, plays a vital role in the urban stormwater system. With increased development in the northwest, concerns about water quality and capacity prompted the Council to develop a comprehensive stormwater plan.



Project Phase



Financials - Current year			
Actual	Budget	Forecast	Variance
96	3,423	96	3,327

Financials - Full Project			
Actual	Budget	Forecast	Variance
937	5,451	934	4,517

Percentage Spent



Overall Status Commentary

The tender process carried out during late 2025 revealed groundwater and constructability issues resulting in tender prices significantly higher than existing budgets. No contract was awarded. The project is currently on hold pending a review to re-evaluate future options for the area. The review will conclude in June 2027.

Awatere Rural Water Upgrade

Project Description

The Awatere Rural Drinking Water Upgrade Project is focused on improving water quality and reliability for residents in the Awatere and Dashwood areas. The current supply, sourced from the Black Birch Stream, has long been under a permanent boil water notice due to contamination risks. This upgrade aims to bring the system into full compliance with national drinking water standards.



Project Phase



Financials - Current year			
Actual	Budget	Forecast	Variance
0	900	0	900

Financials - Full Project			
Actual	Budget	Forecast	Variance
55	14,700	14,700	0

Percentage Spent



Overall Status Commentary

Following the release of the revised Acceptable Solutions in September 2025 MDC staff are investigating options for end-point treatment with individual storage and pumping to dwellings, as well as another option for a water treatment plant for Awatere. Funding discussions are underway, and consultation with the community on the options will occur. Site audits of every water connection have commenced (approx 530 connection on 320 properties).

Blenheim Chlorination

Project Description

The Blenheim Chlorination Project introduces chlorine dosing to the town's water supply to meet the New Zealand Drinking Water Standards, which now require a residual disinfectant to protect against bacterial contamination.



Project Phase



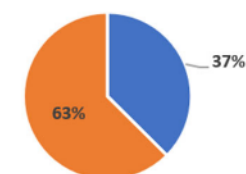
Financials - Current year

Actual	Budget	Forecast	Variance
2,190	5,848	2,250	3,598

Financials - Full Project

Actual	Budget	Forecast	Variance
2,437	9,200	9,200	0

Percentage Spent



Overall Status Commentary

The first stage of Blenheim chlorination is completed, with the water supply now complying with Taumata Arowai's residual disinfection standard. At the Central Water Treatment Plant design is underway for stage 2, which includes the permanent chlorination plant and a pH correction facility. pH correction trials were completed in April, with results available. Staff are considering the next steps to enable design to continue and to obtain appropriate consents and permissions. Construction is likely to commence mid 2027.

Blenheim/Riverlands Sewer Discharge to Land

Project Description

The Blenheim/Riverlands Sewer Discharge to Land Project is part of the long-term strategy to improve wastewater management and environmental outcomes. Currently, treated wastewater from the Blenheim Sewage Treatment Plant (BSTP) is discharged to both the Wairau Estuary and Council-owned land. The Council is investigating options to increase land-based irrigation and reduce reliance on estuary discharge, aligning with cultural, environmental, and climate resilience goals.

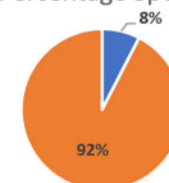


Project Phase



Financials - Current year			
Actual	Budget	Forecast	Variance
271	3,575	271	3,304
Financials - Full Project			
Actual	Budget	Forecast	Variance
271	4,225	4,225	0

Percentage Spent



Overall Status Commentary

The new Waste Water Standards were released in November 2025. The lodged resource consent application is currently on hold, with the existing consent now due to expire in August 2028. Planned upgrades will continue as scheduled, including design and installation of a Dissolved Air Flotation (DAF) facility near the outlet to improve the discharge quality, and a sludge handling facility. A DAF trial will operate for three months from December 2026. Staff are discussing design for extending the irrigation to land system, with engagement of a consultant expected in late 2026.

4. Waste Management and Minimisation Performance – FY2025/26

(Cllr C Dawson) (Report prepared by Mark Lucas)

W300-006-008-09

Purpose of Report

1. To provide the Committee with an overview of FY2025/26 waste management performance and key trends to inform understanding of the evidence supporting Council's statutory review of the Waste Management and Minimisation Plan (WMMP).

Executive Summary

2. The Waste Minimisation Act 2008 requires territorial authorities to review their Waste Management and Minimisation Plans every six years. As part of that statutory review, Council is completing a Waste Assessment to evaluate current waste management performance, identify key trends and help build the evidence for Council's statutory review. This report provides Councillors with an overview of these items for the FY2025/26.
3. The results show continued growth in resource recovery and waste diversion across Marlborough. Recycling Centre throughput increased by 30.7 percent, while transfer station waste volumes generally declined, showing increased use of recycling and diversion opportunities. Residential kerbside refuse volumes increased modestly, while recycling and glass collection volumes remained relatively stable.
4. Waste disposed to Bluegums Landfill reduced to 46,107 tonnes, compared with 58,254 tonnes in FY2024/25. Increased diversion activity has helped reduce this, but the available data shows that reduced economic activity, particularly in the construction and industrial sectors, has been the primary influence on lower landfill disposal volumes. Less waste going to landfill means the landfill is expected to last longer. It also reduces Council's future emissions costs, subject to future waste volumes and carbon prices.
5. The information presented in this report helps explain the statutory review of the Waste Management and Minimisation Plan as Council progresses it. A subsequent report will seek Council approval of the proposed consultation documents for the statutory review. Following Council approval, public consultation will be carried out in accordance with the Waste Minimisation Act 2008.

RECOMMENDATION

That the report be received.

Background

6. Waste management updates have traditionally been provided through the Committee Information Package. Given the significance of the statutory review of the Waste Management and Minimisation Plan, the Infrastructure Strategy, landfill management and Long-Term Plan, this standalone report has been prepared to provide committee members with a more comprehensive overview of FY2025/26 waste management performance and emerging trends.
7. The information in this report explains the service context for the statistical analysis that follows and will aid understanding of current waste management performance as the statutory review progresses.
8. The report summarises how Council's waste services performed during FY2025/26. It does not constitute the statutory Waste Assessment. That assessment will consider the performance of the existing 2021–2027 WMMP, the wider district waste situation, future demand, stakeholder input and the options and proposals arising from the review.

Waste Management and Minimisation Performance – FY2025/26

Overview

9. FY2025/26 results show increasing use of recycling and reuse services across the district. Population growth has remained relatively stable over the past five years with annual changes generally below one percent. This shows that changes in waste volumes are driven primarily by economic conditions, service improvements and community behaviour, rather than population growth.

Kerbside Collection Performance

10. Residential kerbside refuse volumes increased to 5,038 tonnes during FY2025/26, while co-mingled recycling remained stable at 1,362 tonnes. Glass collections totalled 960 tonnes.

Table 1 – Kerbside Collection Volumes FY2020/21 – FY2025/26 (Tonnes)

Financial Year	Residential Waste	CBD Waste	Co-mingled Recycling	Glass
2020/21	3,793	-	815	795
2021/22	3,610	-	790	823
2022/23	4,104	-	781	798
2023/24	4,203	-	600	591
2024/25	4,831	170.34	1,343	1,012
2025/26	5,038	148.29	1,362	960

Note: While kerbside refuse tonnages have increased in recent years, recycling and glass collection volumes have also increased significantly compared with historical levels. This shows Council's continuing focus on waste management and minimisation activities that increase diversion and resource recovery.

11. Commercial CBD refuse collections reduced from 170.34 tonnes in FY2024/25 to 148.29 tonnes in FY2025/26, a reduction of approximately 13 percent.
12. The data shows that while household waste generation remains relatively stable, participation in kerbside diversion services has been maintained following implementation of the new collection arrangements. Improved community education and diversion opportunities are intended to support further improvements in material recovery over time.

Resource Recovery and Waste Diversion

13. Recycling Centre throughput increased from 4,387 tonnes in FY2024/25 to 5,735 tonnes in FY2025/26, a further increase of 30.7 percent. Significant increases were recorded in glass, aluminium and other recyclable materials, with aluminium recovery continuing to show substantial growth under the current contract arrangements.

Table 2 – Recycling Centre Material Recovery Volumes FY2020/21 – FY2025/26

Financial Year	Cardboard	Paper	Glass	Aluminium	Tins	Plastics	Total
2020/21	1,253	571	2,348	38	74	278	4,562
2021/22	1,234	515	1,759	46	63	259	3,876
2022/23	1,104	307	1,600	40	50	203	3,304
2023/24	1,026	267	1,488	43	48	190	3,062
2024/25	647	220	1,689	1,572	121	138	4,387
2025/26	645	372	2,067	2,175	242	234	5,735

Recycling Centre throughput increased by 30.7 percent during FY2025/26. The most significant increases occurred in aluminium recovery, glass recovery and other recyclable materials. Since the current waste services contract was introduced, resource recovery volumes have increased 87.3%, showing improved use of diversion opportunities and increased community participation in recycling programmes.

14. Additional diversion programmes also helped improve FY2025/26 resource recovery performance, including:

- a) Hazardous waste and e-waste recovery services;
 - b) The Dump Shop reuse programme;
 - c) The Unwanted Goods Project;
 - d) Collection and recycling initiatives for lids, caps and food and beverage cartons; and
 - e) Expanded construction and demolition material diversion opportunities.
15. Collectively these programmes diverted approximately 1,050 tonnes of material from disposal during FY2025/26.

Transfer Station Performance

16. Waste volumes received through transfer stations generally continued to decline. Most facilities recorded lower throughput during FY2025/26, consistent with increased use of kerbside and resource recovery services.

Table 3 – Transfer Station Waste Volumes (Tonnes) FY2020/21 – FY2025/26

Year	Blenheim	Picton	Havelock	Rai Valley	Seddon	Wairau Valley
2020/21	-	1,948	774	285	109	84
2021/22	761	1,688	726	277	104	80
2022/23	3,522	1,661	757	190	96	85
2023/24	4,678	1,531	751	158	92	64
2024/25	4,365	1,471	606	118	59	73
2025/26	3,938	1,193	556	109	71	73

Table 3 shows the continuing reduction in waste volumes received through most transfer station facilities. The decline is consistent with increased use of kerbside collection services and growing participation in recycling and resource recovery programmes. The largest reductions were at the Blenheim and Picton Transfer Stations.

17. This reduction is consistent with increased recycling, more diversion activity and wider availability of resource recovery options throughout the district.

Landfill Disposal Trends

Table 4 – Bluegums Landfill Disposal Volumes

Year	Total Waste Disposed (Tonnes)	Annual Change
2020/21	69,415	+2.8%
2021/22	63,916	-7.9%
2022/23	63,819	-0.2%
2023/24	63,743	-0.1%
2024/25	58,254	-8.6%
2025/26	46,107	-20.9%

18. Bluegums Landfill received 46,107 tonnes of waste during FY2025/26. This was a 20.9% reduction from FY2024/25 and approximately 30.7% below the disposal volumes recorded two years earlier. This is the lowest annual disposal volume recorded during the reporting period.
19. Landfill disposal volumes have reduced by approximately 30.7% over the past two financial years, decreasing from 63,743 tonnes in FY2023/24 to 46,107 tonnes in FY2025/26.
20. The reduction reflects several factors, including:
- a) Increased diversion and recycling activity;

- b) Greater community awareness of waste minimisation opportunities;
 - c) Changes introduced through Council's waste management initiatives; and
 - d) Reduced economic activity both locally and nationally.
21. Ministry for the Environment activity category reporting shows the largest reductions were in construction and demolition waste (6,993 tonnes reduction) and heavy industrial waste (4,129 tonnes reduction), suggesting that lower building activity and broader economic activity had a major influence on the overall result.

Table 5 – Change in Landfill Disposal by Activity Category FY2024/25 to FY2025/26

Activity Category	Change (Tonnes)	Percentage Change
Construction and Demolition	-6,992.83	-47.7%
Heavy Industrial	-4,129.00	-27.1%
Mixed Industrial	-739.00	-6.7%
Residential Drop-off	-622.00	-42.0%
Transfer Stations	-601.00	-7.5%
Kerbside Collections	+586.00	+7.2%

This shows activity category reporting introduced by the Ministry for the Environment. It gives further insight into the reduction in landfill disposal volumes. The largest decreases were recorded in construction and demolition waste and heavy industrial waste streams, suggesting that broader economic conditions have significantly helped lower landfill volumes. In contrast, kerbside collection volumes increased during the same period. This shows that reductions in landfill disposal are not solely due to changes in household waste generation.

Landfill Capacity and Long-Term Implications

22. Reduced landfill disposal volumes continue to support positive long-term outcomes for the Bluegums Landfill service.
23. Based on current assumptions, the projected service life of the landfill has increased significantly compared with historical forecasts. Current modelling shows the landfill could remain operational until approximately 2062 under current conditions (Table 7). A longer service life extending into the mid-2060s is possible under lower waste volume scenarios. However, these projections rely on significant assumptions about future disposal volumes and landfill compaction performance.

Table 6 – Bluegums Landfill Capacity and Estimated Remaining Landfill Life

Year	Waste Received (Tonnes)	Estimated Closure Year
2020/21	69,415	2050
2021/22	63,916	2052
2022/23	63,819	2051
2023/24	63,743	2053
2024/25	58,254	2062
2025/26	46,107	2062

Note - The reduction in waste disposed to Bluegums Landfill has significantly increased the estimated service life of the facility. Current modelling shows that the projected closure date has moved from approximately 2050 in FY2020/21 to around 2062 based on current disposal trends. Future projections remain subject to assumptions about waste volumes, service practices and landfill compaction performance.

24. Lower landfill disposal volumes also help reduce Council's future emissions liability under the New Zealand Emissions Trading Scheme (ETS). However, future landfill life, performance of the gas capture field, and emissions costs will still depend on waste volumes, waste composition, service performance and carbon pricing.

25. These trends will help inform future discussions on waste diversion priorities, landfill management and development of the Waste Management and Minimisation Plan.

Overall Performance Summary

26. Overall, FY2025/26 results show positive trends in resource recovery and waste diversion across Marlborough. More people are using recycling and reuse services. At the same time, less waste is being received at transfer stations and sent to landfill. This shows progress towards the waste minimisation outcomes sought by Council's adopted 2021 – 2027 Waste Management and Minimisation Plan.
27. While Council's waste minimisation initiatives have helped achieve these outcomes, reduced economic activity has also significantly influenced waste generation during the reporting period. The results are reflective of both service performance and current economic conditions. The statutory review will consider these service results alongside progress against the Plan's broader objectives, policies and actions to determine whether amendments to the existing WMMP are required.

Interpreting the Data

28. Waste data is affected by several factors outside Council's control, including economic conditions, commodity prices and changes to reporting methods. Committee members should also note that some historical datasets contain reporting gaps or method changes, which may affect direct comparisons across all reporting periods.
29. In particular, FY2025/26 landfill volumes show both improved diversion performance and a period of reduced economic activity. Care should therefore be taken when interpreting year-on-year changes and projecting future trends.

Next steps

30. This report provides part of the evidence for Council's statutory review of the 2021–2027 Waste Management and Minimisation Plan (WMMP), Infrastructure Strategy, Landfill Management and Long-Term Plans. The information will also inform the supporting Waste Assessment.
31. Staff will complete the preliminary review of the existing WMMP and the statutory Waste Assessment, and related consultation documentation. This work will consider current and future waste-management needs, progress against the existing plan, stakeholder input and options available to Council.
32. A subsequent report will seek Council's adoption of the Waste Assessment and approval of the proposed WMMP and consultation documentation for public consultation. Subject to those approvals, the documents will be publicly notified and submissions invited through the applicable statutory consultation process.
33. Following consultation, submissions and any recommended changes will be reported to Council for deliberation and final adoption of the reviewed WMMP.

Presentation

A short presentation will be given by Mark Lucas (15 minutes).

Author	Mark Lucas, Solid Waste Manager
Authoriser	Jamie Lyall, Group Manager Property, Roading & Community Facilities

5. Notable Tree Removal - Morrington Reserve

(Clr Sowman) (Report prepared by Robert Hutchinson)

R510-009-M03-07

Purpose of Report

1. To consider a request for the removal of a Notable Ribbon Gum- *Eucalyptus viminalis* MEP 190D growing on Morrington Reserve, Weld Street, Blenheim.

Executive Summary

2. A tree removal request has been received from a resident living beside the reserve. The tree removal request noted concerns following tree branches dropping on to their property and adjacent footpaths, in addition to debris dropping down from the tree. Following the tree removal request, an additional arboreal assessment was conducted on this tree.
3. The ten, 90-year old trees growing on the Reserve are protected under the Marlborough Environment Plan as notable trees.
4. The Morrington Reserve trees are managed as per the Council's Tree Policy (Tree Policy). A tree management plan has also been developed for the Heritage trees in this Reserve (age, heritage status and height -10 metres and over). The trees undergo six-monthly visual inspections and/or are inspected following winds exceeding 75 kilometres per hour. They also undergo yearly climbing inspections by qualified arborists.
5. In accordance with the Council's Tree Policy, when assessing a tree removal request, a survey of the neighbourhood was undertaken, 148 residents were sent submission forms and the wider community surveyed via advertising in local papers.
6. Council received 58 responses from the postal survey with 54 of the responses supporting removal of the tree, three supported retaining of the trees and one response was undecided. There were a further five responses received from the wider community (outside of the survey area) of which three wanted the tree retained and two preferred removal of the tree.
7. If a decision is made to remove the tree then a resource consent application will be required as the tree is identified as a notable tree in the Marlborough Environment Plan (MEP).

RECOMMENDATION

That Council makes a decision on the request to remove the Ribbon Gum- *Eucalyptus viminalis* MEP 190D growing within the Morrington Reserve, Blenheim.

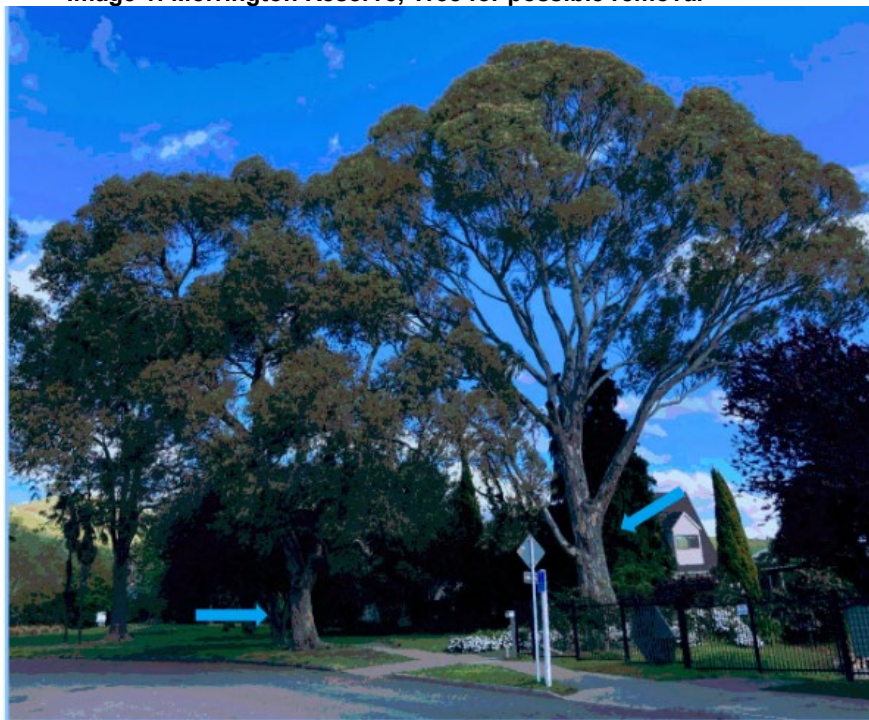
Background

8. In 1952, the Morrin Homestead block was subdivided from what remained of the original farm estate, now squeezed between the Wither Hills soil conservation zone and a quickly growing Blenheim township
9. In 1975, Council acquired the Homestead block of the Morrin Estate through the Morrington subdivision development. The aging Homestead was demolished to make way for the new subdivision access and the Eucalyptus and other exotic tree species growing around the homestead building were retained. In 1980, Council classified the area as a Recreation Reserve under the Reserves Act 1977.
10. The trees on the reserve are listed as Notable Trees within the Marlborough Environment Plan (MEP) and were listed following a request from the Morrin family, who subdivided the family farm. The trees contribute to the aesthetic, historical and environmental values within the district. Only trees that are

deemed significant and meet specific criteria become listed. Listing a notable tree provides a higher level of tree protection, with a resource consent required to significantly prune or remove a tree.

11. In 2016, when the PMEP was notified, no submissions were received from surrounding residents objecting or supporting this and other tree's inclusion as notable trees in the plan thus continuing the ongoing protection for the trees.
12. There are nine Eucalypti and one Grevillea remaining from the original 13 trees. The trees removed have either died (1) or been removed following previous public requests and decisions of Council (3). Council has replaced the four removed trees with large shrub planting.
13. Residents living beside the Reserve first contacted Council in 2003 expressing concerns with the Eucalypti trees growing on the Reserve, their concerns included:
 - their size
 - being a Eucalyptus
 - the trees being considered dangerous
 - litter (leaf, fruit and twigs) being created by the Juglans (like a walnut tree) and Eucalyptus
 - branches overhanging the property.
 - branches falling from 1 of the trees
14. These concerns are regularly expressed by residents even following removal of several trees from the Reserve.
15. Maintenance work on the remaining Eucalyptus and Grevillea is attended to as identified through the six-monthly inspections undertaken by arborists (these have been annual inspections since 2004).
16. A tree management plan was recently developed for managing the remaining Eucalypti and one Grevilia on the Reserve.

Image 1: Morrington Reserve, Tree for possible removal



Tree #1 [Right] MEP 190D *Eucalyptus viminalis*, Ribbon Gum. [022804]. Tree #3 [Left]. MEP 190F *Eucalyptus leucocylon*, White Iron Bark Gum. [022806].

17. In December 2021, the Eucalyptus had a branch failure, reported in the Information Pack to the Assets and Service Committee on 3 February 2022. An email from a resident was received by Council seeking further consideration by Council to remove the tree.
18. Following this request, an arboreal assessment was conducted of the tree. The tree was found to be in a healthy condition and the branch dropping was due to a poor union confounded by a dominant branch at the union above.
19. *Eucalyptus viminalis* (the tree on the right hand side, Image 1), is a mature 90-year-old tree, is considered healthy and at 18 metres high is dominant in the landscape and can be seen from many parts of the upper Witherlea area.
20. *Eucalyptus leucoxylon* (the tree on the left hand side, Image 1) is a smaller tree at 14m and is co dominant with the tree on the right hand side. This co-dominance creates a large canopy within the reserve and skyline.
21. The arborist assessment report on the *Eucalyptus viminalis* does identify that this tree “has grown codominant with the neighbouring *Eucalyptus leucoxylon* MEP 190F forming a single canopy with a reliance on mutual shared wind loads”
22. Removal of tree MEP190D will have a detrimental effect on MEP190F and will need to be closely monitored for a number of years while it makes adjustments from the loss of the protection it had from tree MEP190D.

Assessment

23. Given the size of the tree and that it is a notable tree, consideration of the request for removal is required to be assessed against the provisions of Council's Tree Policy.
24. Policy 6.2.6 provides that where the removal of a tree has the potential to be of significant interest to people within the community, consultation will occur.
25. A postal survey of 148 homes within a 250-metre radius from the tree was undertaken and wider community feedback was also sought with the availability of an online submission form. The survey and media coverage took place in February 2026.
26. Th survey of residents drew fifty eight (58) responses, in addition five (5) from the general public. Of the responses received, Fifty four (54) of the residents and two (2) of the general public sought removal of the tree while four (4) of the residents and three (3) of the public sought retention of the tree. There was one undecided submission.
27. Reasons from submitters supporting the tree's removal were that the tree:
 - is considered a safety issue to those living near-by and to users of the park
 - blocks sunlight
 - drops leaves and bark littering properties and the road and blocking drains and guttering.
 - Is "unbelievably annoying" and "not attractive".
 - dangers of sudden limb drop
 - dangerous trees close to a school
 - tree hangs over road and is dangerous
28. Of these submitters only two are considered to be directly affected by the tree given the proximity of their property to the tree.

29. Reasons from submitters supporting retention of the tree highlighted:

- the historical, amenity and environmental values provide character to the area
- the loss of a tree equals loss of bird life in the area
- measures in place to manage the tree are sufficient.

30. In terms of assessing the removal request against the Policy 6.2.4 (included as Attachment 4) the following matters are considered, with the staff attachment noted under Assessment:

Policy Clause 6.2.4	Assessment
(a) reasons why tree removal is proposed	Reasons stated in the removal request include concerns of living next to a tree in high winds, sudden limb drop, the tree is too large for the site. The risk for tree has been determined as low level via the arborists risk matrix.
(b) the health of the tree as determined by a suitably qualified arborist	Experienced Arborists have supplied multiple reports since 2003. Actions have been recommended to mitigate risk. With the proposed actions and continued monitoring the arborist consider the trees will continue to be a low risk.
(c) options of tree pruning and/or remedial works as an alternative to removal	The tree management report prepared in 2025 identifies some works to be undertaken including lifting of the tree and some crown reduction. Some of this work has been completed
(d) historical, cultural, scientific and/or species significance of the tree and whether it is a protected tree in the resource management plans	Te tree is listed in the MEP- identified by number MEP 190D providing protection in the plan. The tree was planted in the family garden 90 years ago as part of a significant group of trees surrounding the farm homestead.
(e) whether there is a relevant reserve management plan in place for the tree's location and the provisions that apply to trees in that plan	Morrington Reserve has a management plan approved by the Minister responsible od DOC in 1988.
(f) benefits of the tree relative to the following: • local amenity • area character • local ecology and ecological connections	It is considered the value of the trees to the local amenity and the area's character is high. This is highlighted that in 1973 Council acquired the land specifically to protect the trees. The value to the local ecology or connections with other areas is assessed as high as this will be a home to many birds and insects and is part of a linkage of mature gum with this area of town.
(g) whether within any street berm the tree imposes	N/A

Policy Clause 6.2.4	Assessment
unacceptable maintenance costs	
(h) any actual or potential risk to human health, life and/or property and infrastructure, and any evidence relevant to these risks as determined by a suitably qualified arborist using industry standard hazard identification	The risk to people or property has been determined as medium by arborists using industry standard hazard identification. Recommended works can be undertaken, monitoring after high wind events and future management will continue should the trees remain.
(i) replacement and/or remediation planting	Native and fruit trees can be planted to replace trees should one or two of the trees be removed from this Reserve and two trees will be planted if the Eucalyptus is removed
(j) tree removal methods and environmental impacts	If the tree is removed, then this would be undertaken by an expert arborist with appropriate health and safety requirements in place
(k) the operation, maintenance and development requirements of the National Grid	N/A

31. As set out above the provisions of the MEP require resource consent to remove a notable tree. An application would then be assessed against the provisions of Chapter 10, Policy 10.2.3, which sets out limited circumstances when removal may occur including where:
- the tree or trees are dying, diseased or have otherwise lost the essential qualities for which the tree was originally identified;
 - the tree or trees have become a danger to people; or
 - the tree or trees are significantly restricting a particular use of the site that offers greater positive effects in terms of historic heritage or amenity values.
32. In the event the Committee agrees to the request for removal Policy 6.2.8 of the Tree Policy requires consideration of who will pay the costs of removal. In regard to the criteria in the Policy the following are relevant:
- the tree is healthy and not presenting any danger to people, property or services
 - the tree is not scheduled for removal
 - maintenance of the tree has been undertaken in accordance with recommendations of arborists
 - the tree has been in existence for some 90 years
 - removal of the tree would mostly benefit immediate residents.
33. It is therefore proposed the costs associated with removal should fall largely to those requesting this action. Policy 6.2.8 specifically notes that costs include those associated with a resource consent if the tree is a notable tree, traffic management, removal of the tree itself and establishment of a replacement tree.

34. The costs could be offset by a reduction in maintenance costs for the Council that would not otherwise occur.

Conclusion

35. Balancing the feedback from the community being in favour of removal of the tree, the risk posed by dropping of branches into both public and private space, with the loss of a significant amenity to the District, a decision by Council is sought.
36. While the tree has been assessed by the arborist as being healthy, the tree is 90 years old and will continue to be a possible risk to the public.

Option One – Remove the Tree

37. Remove the tree.

Advantages

38. A high percentage of residents will be happy if the tree is removed.
39. On-going costs to monitor and maintain the tree will not be required.
40. Replacement trees can be planted that are more appropriate for the surrounding urban environment.
41. The possible risk of failure associated with the tree will no longer exist.

Disadvantages

42. There will be some loss of the benefits the tree provides including aesthetic, historical, cultural and environmental values and character to the area.

Option Two - Retain the tree

43. Retain the tree and monitor and manage going forward.

Advantages

44. No loss of the benefits the tree provides including aesthetic, historical, cultural and environmental values and character to the area. Trees of this size and age are becoming rare in the urban setting.

Disadvantages

45. High percentage residents will be unhappy that the tree remains.
46. There will be on-going costs to monitor and maintain the tree.
47. The possible risk remains, noting that there is always some risk in managing trees.

Next steps

48. Should the decision be that the tree remains, tree monitoring and management of the trees will continue as a means to mitigate the risk.
49. Should the decision be made to remove the tree, a resource consent application will be prepared.

Attachments

Attachment 5.1 – Request to Remove tree form from Complaint	page [31]
Attachment 5.2 – Morrington Tree Management Plan Oct 2025	page [34]
Attachment 5.3 – Morrington Eucalyptus Report October 2025	page [58]

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

Attachment 5.1

Marlborough District Council
15 Seymour Street, Blenheim
PO Box 443, Marlborough 7240
New Zealand

Phone 00 64 3 520 7400
Email mdc@marlborough.govt.nz
Website www.marlborough.govt.nz
GST No. 50-430-960



**MARLBOROUGH
DISTRICT COUNCIL**

Tree Removal Application

Reference Number: REF250929782
Submitted On: 11/09/2025 21:40

Applicant Details

Name	Ron and Rosemary Bothwell
Address	222 Weld Street, Witherlea, Blenheim 7201
Phone	0277218599
Mobile	0277218599
Email	rose.bothwell@gmail.com

Application Details

Type of location of tree(s) you wish to have pruned, shifted or removed	•Reserve
Street and town	Morrington Reserve
Tree species (if known)	Eucalyptus
Reason for requiring pruning, shifting or removal	•Hazardous to public safety •Causing damage to building, fences, kerb and channel, roads or other infrastructure •Undesirable tree
Please describe in detail why you believe the tree needs to be pruned, shifted or removed	In recent years and during summer the tree has dropped 3 large heavy branches. They came crashing down onto our property. (Driveway) They dropped suddenly without any warning and no wind. (Sudden limb drop). Each drop caused damage to our property and could have killed us if we had been using our driveway. One of the branches was partially on the pedestrian pavement. We also get small branches that fall on our property in gale winds. Also scary to be on the driveway in the gale winds. Half of the crown of the tree is over our property. We feel vulnerable and unsafe every time we use our driveway - fearful of more limbs shedding suddenly. We would like the tree removed as we feel it's dangerous and very much a safety issue for us. We would like more appropriate tree species planted in its place which we would willingly fund. We do have other photos but could only upload three.
Upload any photos to help detail	•IMG_8296.jpeg (424147 bytes) •IMG_8301.jpeg (254860 bytes) •IMG_2384.jpeg (5215695 bytes)





Attachment 5.2

305 Lawford Road
West Melton, 7676
M: David James 021 459 139
E: admin@davidjames.co.nz

Consulting arborist
Tim Lovejoy
021 890 803



Tree Management Plan for 9 Notable Gum trees
[*Eucalyptus sp.*] and 1 Silky Oak [*Grevillea robusta*] on
Marlborough District Council's Morington Reserve,
Weld Street, Blenheim.

Prepared for: Robert Hutchinson,
Marlborough District Council.

Prepared by: Tim Lovejoy, NZ Dip Arb.
David James Tree Services Ltd,
Date: 9th October 2025



305 Lawford Road
West Melton, 7676
E: admin@davidjames.co.nz

This tree management plan (TMP) is prepared by Tim Lovejoy, NZ Dip. Arb of David James Tree Services Ltd. It is commissioned by Robert Hutchinson, Marlborough District Council, Parks & Reserves officer. [tree owner/manager].

- Scope: The TMP is to ensure the maintenance of tree health and safety in the context of permitted activities in the Marlborough District Council's Marlborough Environment Plan Rules¹ and Tree Policy 2024².
- Purpose: To provide a schedule of arboricultural best practice to ensure the health and safety of 9 Notable *Eucalyptus* sp. and 1 unlisted *Grevillea* sp. trees.



Tree #1 [Right] MEP 190D *Eucalyptus viminalis*, Ribbon Gum. [022804]. Tree #3 [Left]. MEP 190F *Eucalyptus leucocylon*, White Iron Bark Gum. [022806].

¹ <https://www.marlborough.govt.nz/repository/libraries/id:2ifzn1o01cxbymxkvwz/files/id:2ig9g93ti17q9s0g0mok>

² <https://www.marlborough.govt.nz/recreation/parks-and-open-spaces/trees/tree-policy>

Tree Health and Condition Assessment:

Tree #1: MEP 190D *E. viminalis*.

In addition to the routine visual tree assessment [VTA] of this tree, a climbing inspection of the canopy and a tree risk assessment [TRA] have been carried out.

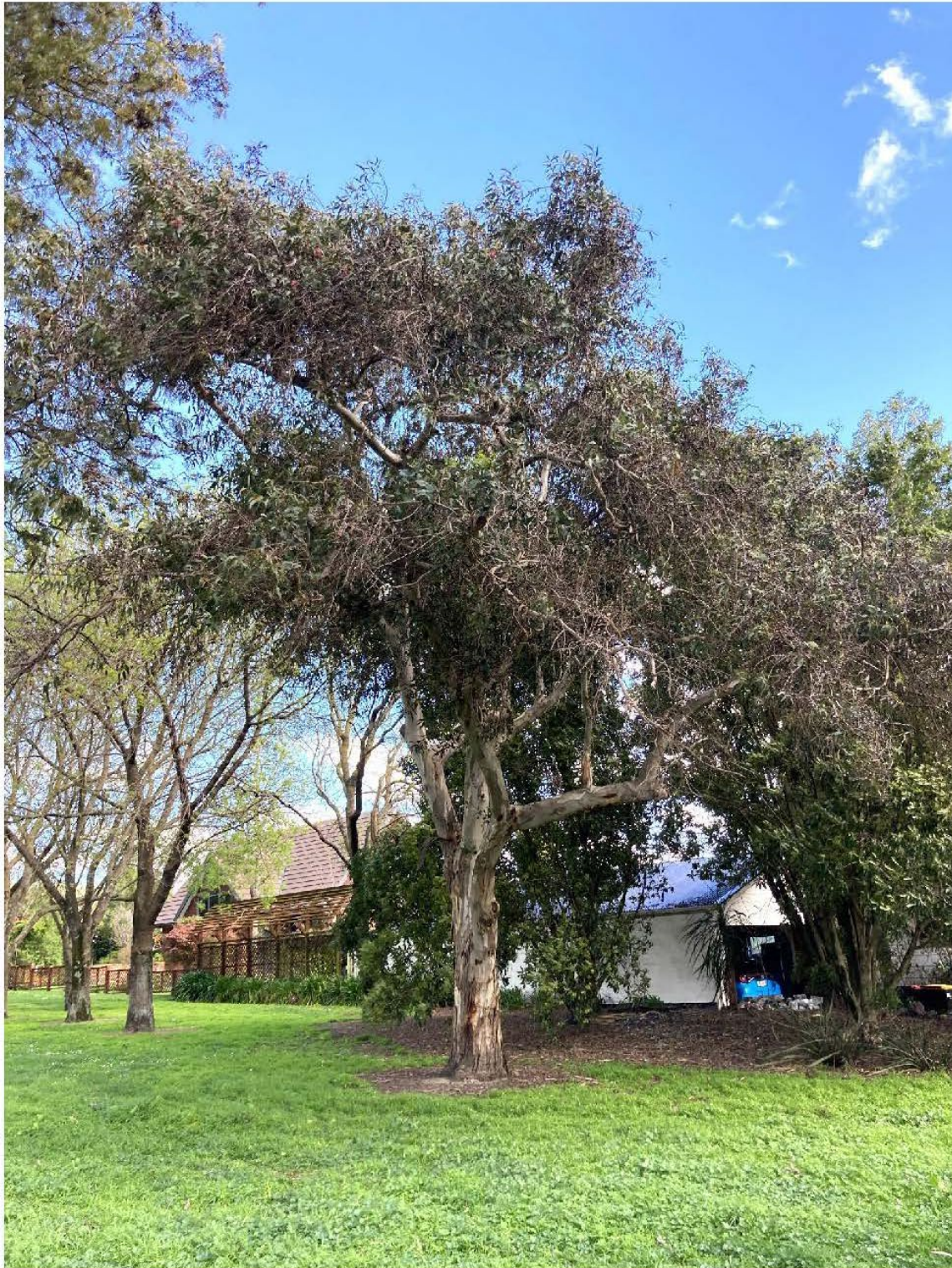
- Root plate/pedestal – No issues.
- Trunk/Scaffolds - One low branch on east side has poor union.
- Mid canopy/ branch structure – No issues.
- Upper canopy – No issues.
- General condition – Good.
- Environmental condition – Good.

Tree #3: MEP 190F *E. leucoxydon*.

- Root plate/pedestal – No issues.
- Trunk/Scaffolds – No issues.
- Mid canopy/ branch structure – One very low branch over drive [to 222] and footpath. Crown lift to clear for vehicles and pedestrians.
- Upper canopy – No issues. Small to medium deadwood, prune to tidy.
- General condition – Good.
- Environmental condition – Average. Restricted root space, some minor footpath disruption.

Tree #4: MEP 190J *E. leucoxydon* 'rosea'.

- Root plate/pedestal – No issues.
- Trunk/Scaffolds – Some signs of canker lesions, possible cause of excess twig die back.
- Mid canopy/ branch structure – No issues.
- Upper canopy – Excess twig/small branch die back, prune to tidy.
- General condition – Fair.
- Environmental condition – Good.



Tree #4 MEP 190] *Eucalyptus leucocylon* 'rosea', Yellow Gum. [022798].



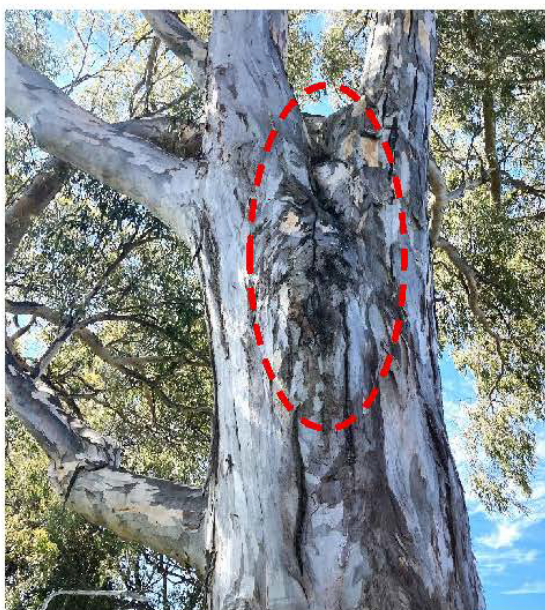
Tree #5 *Grevillea robusta*, Silky Oak, [022797 not listed].

Tree #5: *Grevillea robusta*.

- Root plate/pedestal – No issues.
- Trunk/Scaffolds – Co-dominant major scaffolds from main union. Consider bracing to support unions.
- Mid canopy/ branch structure –Some medium deadwood lower canopy. Prune to tidy.
- Upper canopy – No issues.
- General condition – Good.
- Environmental condition – Good.

Tree #8: MEP 190A *E. viminalis*.

- Root plate/pedestal – Restricted root space. Footpath disruption.
- Trunk/Scaffolds – Included major union at approximately 5.5m. Not inspected. Climbing/aerial inspection and TRA recommended.
- Mid canopy/ branch structure – No issues.
- Upper canopy – No issues.
- General condition – Good.
- Environmental condition – Average.



MEP 190A Included major union.







Tree #8 MEP 190A *Eucalyptus viminalis*, Ribbon Gum. [022769].



Tree #9 MEP 190K *Eucalyptus globulus*, Tasmanian Blue Gum [no asset #?].

Tree #9: MEP 190 K *E. globulus*.

- Root plate/pedestal – No issues.
- Trunk/Scaffolds – Low scaffold over footpath. Crown lift for pedestrians.
- Mid canopy/ branch structure – No issues.
- Upper canopy – No issues.
- General condition – Good.
- Environmental condition – Average. Slightly restricted root space.

Tree #10: MEP 190G *E. sideroxylon*

- Root plate/pedestal – Restricted root space.
- Trunk/Scaffolds – Lean due to suppression by larger trees.
- Mid canopy/ branch structure – No issues.
- Upper canopy – No issues.
- General condition – Good.
- Environmental condition – Average.

Tree #11: MEP 190H *E. sideroxylon*

- Root plate/pedestal – Restricted root space.
- Trunk/Scaffolds - Lean due to suppression by larger trees.
- Mid canopy/ branch structure – No issues.
- Upper canopy – No issues.
- General condition – Good.
- Environmental condition – Average.



Tree #10 MEP 190G [Left] *Eucalyptus sideroxylon*, Red Iron Bark Gum. [022808]. Tree # 11 MEP 190H [Right] *Eucalyptus sideroxylon* [022809].



Tree #12 MEP 1901 *Eucalyptus leucoxylon*, White Iron Bark Gum. [022814].



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Tree #12: *E. leucoxydon*.

- Root plate/pedestal – Restricted root space.
- Trunk/Scaffolds – Heavily suppressed tree. Very poor form
- Mid canopy/ branch structure – Poor form.
- Upper canopy – Poor form.
- General condition – Poor.
- Environmental condition – Average.

Tree #13: MEP 190L *E. viminalis*.

- Root plate/pedestal – No issues.
- Trunk/Scaffolds – Unusual major scaffold union. Climbing inspection and TRA recommended.
- Mid canopy/ branch structure – No issues.
- Upper canopy – No issues.
- General condition – Good.
- Environmental condition – Good.





Tree #13 MEP 190L *Eucalyptus viminalis*, Ribbon Gum [022022].



Tree #14 *Eucalyptus viminalis*, Ribbon Gum. [not listed 022818].

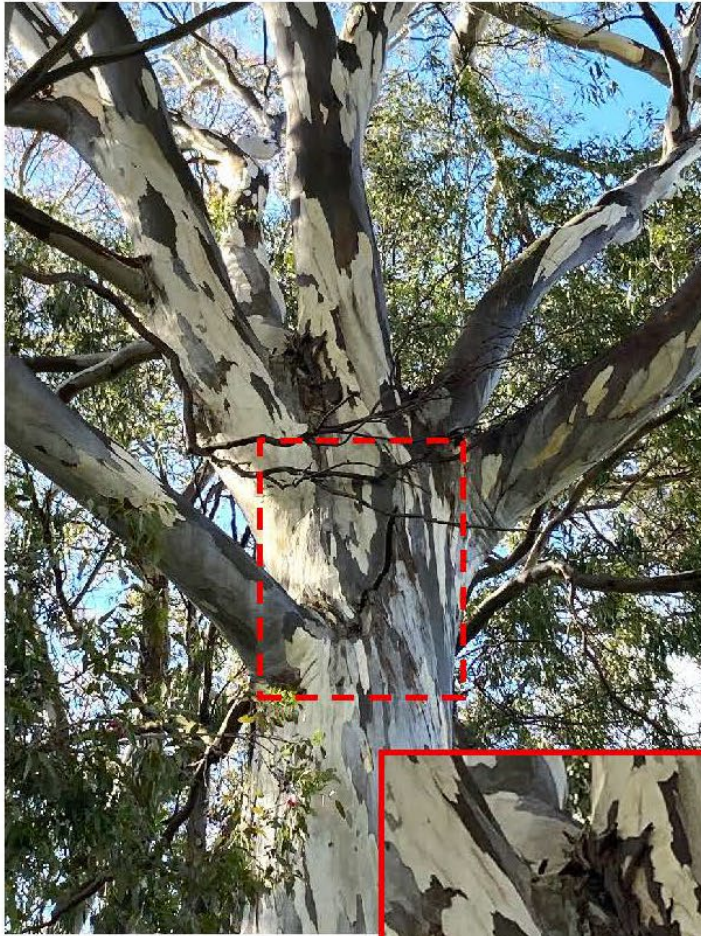
Tree #14:

- Root plate/pedestal – No issues. [Possibly clonal regeneration from adjacent tree].
- Trunk/Scaffolds – No issues
- Mid canopy/ branch structure – No issues.
- Upper canopy – Slightly suppressed by neighbouring trees.
- General condition – Good.
- Environmental condition – Good.

Tree #15:

- Root plate/pedestal – Roots cut/damaged/heavily restricted by footpath.
- Trunk/Scaffolds – Unusual cracking at crowded major union. Recommend climbing inspection and TRA.
- Mid canopy/ branch structure – Small to medium deadwood especially above footpath. Prune to clear
- Upper canopy – No issues.
- General condition – Good.
- Environmental condition – Poor.







Tree # 15 *E. viminalis*, Ribbon Gum MEP190M [022816].

Tree Management Plan for 9 Notable *Eucalyptus* sp. and 1 *Grevillea robusta*, Morrington Reserve.

Monitoring:

Annual/Seasonal:

Summer Dec, Jan, Feb

An annual assessment should be conducted and recorded by a suitably qualified arborist to monitor tree health and condition and identify necessary actions for responsible management of large trees in public spaces.

Visual inspection of canopy and pedestal/root plate post wind events $\geq 63\text{km/h}$ (Met Service Orange warning). Inspect for signs or symptoms of pests, disease and heat/drought stress.

Autumn Mar, Apr, May

Visual inspection of canopy and pedestal/root plate post wind events $\geq 63\text{km/h}$ (Met Service Orange warning). Assess for winter work programme.

Winter Jun, Jul, Aug

Visual inspection of canopy and pedestal/root plate post wind events $\geq 63\text{km/h}$ (Met Service Orange warning).

Spring Sep, Oct, Nov

Visual inspection of canopy and pedestal/root plate post wind events $\geq 63\text{km/h}$ (Met Service Orange warning). Inspect new seasons growth. Check for pests and disease.

General inspections may also be carried out by lay persons with knowledge of the trees [parks staff/contractors/local residents etc] and the tree owner/manager informed of identified issues.



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Actions:

Tree health and maintenance 3 year pruning cycles:

Maintenance pruning should be scheduled in Autumn or winter. To be carried out by an appropriately qualified arborist.

- Deadwood removal $\leq 50\text{-}100\text{mm}\varnothing$. Larger diameter deadwood may be pruned as necessary when observed.
- Crown lifting over house/driveway [to mitigate ordinary use nuisance $\leq 50\text{-}75\text{mm}\varnothing$. [1 Morrington Cres & 222 Weld St].
- Where identified overextended branches growing beyond the general outline of the canopy may be reduced ($\leq 10\text{-}15\%$) for wind tolerance.

The above actions are in accordance with current arboricultural best practice³ for maintenance of tree health and safety and may be considered well within the MEP criteria for Permitted activities.

2.29.1. Minor trimming or pruning of a Notable Tree.

2.29.1.1. The trimming or pruning must only be:

- (a) crown clearing, being the removal of dead, dying, diseased, crowded, weakly attached, low-vigour branches and water sprouts from a tree crown;
- (b) canopy lifting, being the balanced removal of lower branches from a tree;
- (c) minor clearing of light branches (less than 50mm in diameter) from proximity to existing power lines;
- (d) done in accordance with accepted arboricultural practices.

³ MIS308 Tree Pruning: Industry Guidance on Tree Pruning Considerations, Operations and Techniques. (Harris, Joe & Harris, Joseph 2019)

Emergency:

In the event of any of the following appearing imminent or having occurred appropriate professional advice/action should be sought as soon as possible.

- Large branch failure $\geq 150\text{mm}\varnothing$. (Broken still attached, broken hanging, broken fallen).
- Scaffold limb failure. (Cracked/split or broken).
- Root plate (radial or lateral cracking/movement).

2.29.3. Emergency works to a Notable Tree.

2.29.3.1. Where there is an existing or imminent threat to life, property, a utility or a service, by a Notable Tree or any part thereof, immediate action can be taken to eliminate or abate the hazard by any safe means.

2.29.3.2. Only work which is necessary to remove the imminent threat must be undertaken.

2.29.3.3. Within 5 working days of the emergency works being taken, the Council must be notified in writing of the action taken and be provided with evidence of the urgency (including photographs).

General Information:

Weather:

WIND.

Wind speeds greater than 63km/h (Beaufort F8 Gale) may cause damage to trees. Speeds in excess of 130-150km/h will break or topple even healthy trees.

Blenheim averages 39 days a year with wind gusts >63km/h.

Seasonal percentages of strong or light winds (%) for Marlborough sites.⁴

Blenheim Aero AWS

	Summer	Autumn	Winter	Spring
Strong	36	17	10	37
Light	24	26	26	24

RAINFALL.

Monthly/annual rainfall normal (a; mm) and percentage of annual total for each month (b; %).

Blenheim Research EWS.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
(a)	45	46	42	45	56	63	70	60	55	63	51	55
(b)	7	7	6	7	9	10	11	9	9	10	8	8

⁴ <https://niwa.co.nz/sites/niwa.co.nz/files/Marlborough-Climatology.pdf>, <https://about.metservice.com/our-company/national-weather-services/changes-to-warnings-and-watches/>

WATER.

Heat/drought stress in trees:⁵ Marlborough experiences **34** average annual days with Tmax >25°C.
Blenheim Research EWS.

During periods of high temperatures and low rainfall trees become stressed and normal biological activity is disrupted.

Signs and symptoms may include:

- Leaf wilting
- Scorched leaf edges
- Dead or shedding leaves
- Excess insect leaf damage
- Little to no new growth
- Twig and branch dieback

INJURY, PESTS and DISEASE.

In addition to environmental stresses trees can suffer from mechanical and chemical damage.

Prevalence of pests and diseases may be seasonal and/or determined by environmental conditions. Temperature, humidity, soil type

⁵ <https://www.sciencedirect.com/science/article/abs/pii/S1618866719308544>

No	Tree species	Location	MEP #	Asset #	HT	DBH	Health	Form	Actions required
W. Side									
1	<i>E. viminalis</i>	1679695.12E 5400724.58N	190D	022804	30m	1.5m	G	VG	Tree is subject to a request for removal. REF:250929782. Moderate pruning of canopy overhanging 222 Weld St, remove large branch with poor attachment, as per report. 7/10/25
2	<i>E. viminalis</i>		190E						GONE
3	<i>E. viminalis</i>	1679707.92E 5400719.39N	190F	022806	21m	.9m	F	G	<i>E. leucoxyton</i> , not <i>viminalis</i> . Low branch over drive [to 222] and footpath. Crown lift to clear for vehicles and pedestrians. Small to medium deadwood, prune to tidy.
4	<i>E. viminalis</i>	1679704.80E 5400699.33N	190J	022798	11m	.8m	F	G	<i>E. leucoxyton</i> 'rosea', not <i>viminalis</i> . Minor maintenance pruning, small deadwood to tidy.
5	<i>Grevillea robusta</i>	1679707.65E 5400694.99N		022797	23m	.8m	G	G	Minor maintenance pruning deadwood lower canopy. Consider bracing 4 x codominant leaders.
6	<i>E. viminalis</i>		190C						GONE
7	<i>E. viminalis</i>		190B						GONE
8	<i>E. viminalis</i>	169736.44E 5400659.90N	190A	022769	27m	1.4m	G	F	Climbing inspection of identified structural issue and tree risk assessment recommended. No other action required at this time.
E. Side									
9	<i>E. viminalis</i>	169731.22E 5400719.09N	190K		27m	1.4m	E	VG	<i>E. globulus</i> not <i>viminalis</i> . No action required at this time.
10	<i>E. viminalis</i>	1679730.74E 5400707.98N	190G	022808	18m	.5m	G	F	<i>E. sideroxyton</i> 'rosea', not <i>viminalis</i> . No action required at this time.
11	<i>E. viminalis</i>	1679734.20E 5400700.71N	190H	022809	18m	.6m	G	F	<i>E. sideroxyton</i> 'rosea', not <i>viminalis</i> . No action required at this time.
12	<i>E. viminalis</i>	1679740.60E 5400692.76N	190I	022814	15m	.5m	G	F	<i>E. leucoxyton</i> , not <i>viminalis</i> . No action required at this time.
13	<i>E. viminalis</i>	1679741.99E 5400702.50N	190L	022822	28m	1.1m	G	F	Larger tree N end of 3. Climbing inspection of identified structural issue and tree risk assessment recommended.
14	<i>E. viminalis</i>	1679745.47E 5400692.30N		022818	19m	.6m	G	G	Suppressed small tree [likely sucker from larger tree]. No action required at this time.
15	<i>E. viminalis</i>	1679744.10E 5400691.09N	190M	022816	26m	1.2m	G	F	Large tree on the corner Morrington Tce, roots cut for footpath. Climbing inspection of identified structural issue and tree risk assessment recommended.
16									
17	Priority								
18	Emergency								
19	As soon as possible								
20	As resources allow								
22	Next maintenance cycle								
23									
24									
25									

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Consulting arborist
Tim Lovejoy
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TECHNICAL REPORT

Arboricultural assessment for removal request Ref: 250929782 of a Notable Ribbon Gum [*Eucalyptus viminalis*.] MEP 190D, Morrington Reserve, outside 222 Weld St, Blenheim.

Prepared for: Robert Hutchinson,
Marlborough District Council.

Prepared by: Tim Lovejoy, NZ Dip Arb.

Date: 7th October 2025

Site Address: Morrington Reserve, Weld Street Blenheim.

Affected Trees: Notable Ribbon Gum [*Eucalyptus viminalis*] MEP 190D. [022804].

Executive Summary

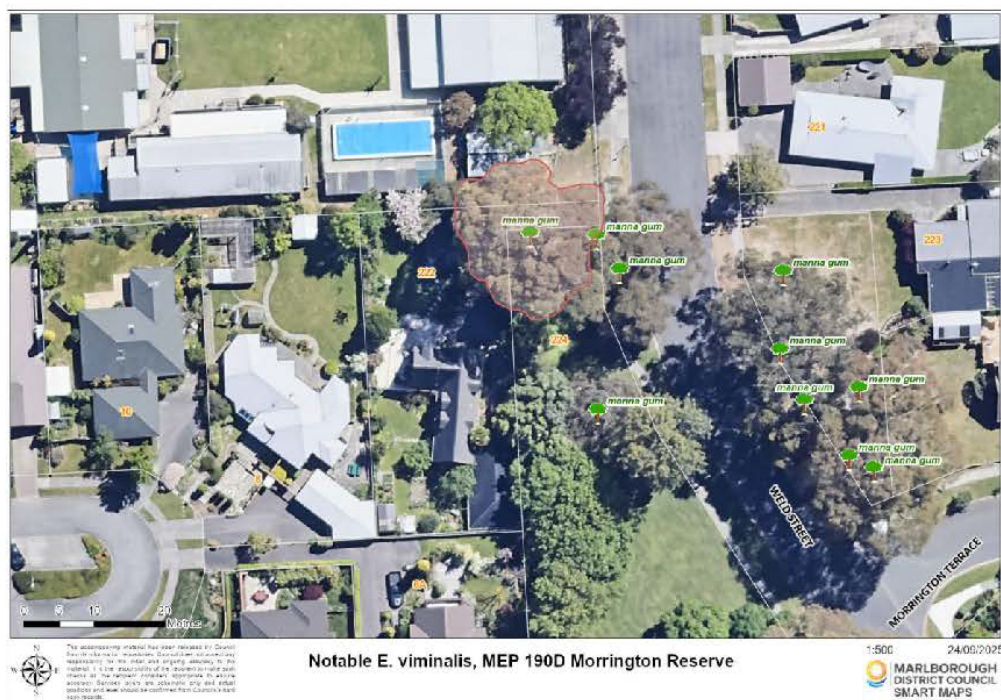
In the matter of a request for tree removal [Ref: 250929782] Tim Lovejoy of David James Tree Services is engaged to undertake an arborists assessment of the health and condition of a Notable Eucalyptus tree [MEP 190D, 022804] located at Morrington Reserve adjacent to the driveway to 222 Weld Street, Blenheim.

A ground based visual tree assessment [VTA], a climbing inspection of the canopy and a tree risk assessment [TRA] were carried out.

The tree was found to be in generally good health and condition with a low assessed risk of harm, damage or disruption for a three year timeframe.

It is recommended that the tree is retained with the suggested pruning carried out as soon as possible.

Site Location



1.0 Introduction

- Scope: This report provides an arboricultural assessment of the health and condition of Notable *Eucalyptus* MEP 190D in the context of concerns regarding hazard and risk.
- Purpose: The purpose is to fulfil Marlborough District Council's responsibilities as tree owner/manager per it's 2024 Tree Policy.

1.2 This report contains:

- Observations and measurements made on site visits on 22nd September and 6th October 2025
- ISA® Basic Tree Risk Assessment¹
- Visual tree assessment of health and condition including a climbing inspection of the canopy.
- Conclusions
- Recommendations

1.3 Investigation Limitations. *Arborist Disclaimer appended.*

2.0 Background

2.1 This Ribbon Gum has been the subject of two prior arborist reports [Lovejoy T. 2024, Lovejoy T. 2022]. Both reports made similar recommendations.

2.2 2022:

- That a climbing inspection of the major unions in the upper canopy for signs of canker disease should be carried out as soon as resources allow and annual monitoring of canopy health after spring growth is scheduled.
- That the lower lateral with identified weakness is pruned as soon as resources allow.
- That a 10 -15% end-weight reduction be carried out on the scaffold over the drive to #222 Weld St as a precautionary mitigation.

2.3 2024:

- That the lower lateral with identified weakness is pruned as soon as resources allow. This lateral is still present and, in my opinion should be removed as risk mitigation especially since there are twice daily periods [during school terms] when pedestrian occupancy is high.
- Some lifting [removal] of lower branches [$\leq 100\text{mm}\varnothing$] over vehicle access to the garage at 222 Weld St will balance this removal and also mitigate overhang concerns.
- That a 10 -15% end-weight reduction be carried out on the scaffold over the drive to 222 Weld St as a precautionary mitigation.

2.4 These actions are in mitigation of both risk and ordinary use concerns regarding branches overhanging the property at 222 Weld St

2.5 From this inspection and verbal assertion [personal communication R & R Boswell, 22nd Sept 2025] it is uncertain if these actions have been carried out.

3.0 Issues, [per Ref:250929782]:

3.1 *Hazardous to public safety:*

This tree is no more or less hazardous than any of the other large trees in the reserve. A formal tree risk assessment is provided [below]. In respect of the phenomena sometimes referred to as sudden,

¹ https://certificates.isa-arbor.com/762bc145-5a1c-4ab6-aab3-455125dcfb4?record_view=true

summer or seasonal limb drop mentioned on the request form this is incredibly rare and impossible to predict.² Nevertheless, the prior branch failures are considered as an issue of concern in the TRA.

3.2 *Causing damage to buildings, fences, kerb and channel, roads or other infrastructure:*

To date damage caused by fallen branches appears to have been limited to minor [repairable] damage to a wire fence and letterbox.

3.3 *Undesirable tree:*

In my professional opinion from an arboricultural perspective this Ribbon Gum is an appropriate tree for a park or reserve with acknowledged benefits not provided by smaller growing species.^{3,4}

4.0 Discussion

4.1 As a Notable tree this *Eucalyptus* is subject to protection under the MEP rules⁵. There are no specific rules [in the MEP] covering removal of a Notable tree. It is neither a permitted nor discretionary activity.

4.2 As a reserve tree on actively managed Council land the Council's Tree Policy 2024⁶ applies. Tree removal is covered in section 6.0.

- 6.2.1 The Council will prioritise the removal of trees from actively managed land where they:
 - (a) are dead, dying or severely diseased; or
 - (b) pose a significant and/or immediate threat to human life and/or property that cannot otherwise be avoided or mitigated through other management techniques.
- 6.2.2 The Council will plan for the removal of trees where they do not pose a significant and immediate threat to human life and/or property but:
 - (a) are causing a significant disruption or damage to essential services, including roads, footpaths or overhead or underground services;
 - (b) in a cemetery situation are causing damage to burial beams and headstones from tree roots;
 - (c) have been adversely affected by inappropriate pruning, vandalism or disfigurement and offer little or no amenity value; or
 - (d) have been planted without permission from the Council.

The subject tree does not fit any of the above criteria for removal.

4.3 6.2.3 A request to remove a tree from land actively managed by the Council must be submitted using the Request for Tree Removal form.

- 6.2.4 The following matters will be considered when determining whether it is appropriate to remove a tree from land actively managed by the Council:
 - (a) reasons why tree removal is proposed;
 - (b) the health of the tree as determined by a suitably qualified arborist;
 - (c) options of tree pruning and/or remedial works as an alternative to removal;
 - (d) historical, cultural, scientific and/or species significance of the tree and whether it is a protected tree in the resource management plans;

² <https://www.validtreerisk.com/tree-risk-management-8-tree-risk-assessment-news/10738465>

³ <https://treefoundation.org/2023/08/31/6-impacts-mature-trees-and-forests-have-on-urban-areas/>

⁴ <https://theconversation.com/large-trees-are-essential-for-healthy-cities-183017>

⁵ https://www.marlborough.govt.nz/repository/libraries/id:2ifzr1lo01cxbymxkvwz/hierarchy/documents/your-council/environmental-policy-and-plans/notified-version-pnep-volume-2-list/Chapter_02_General_Rules.pdf

⁶ <https://www.marlborough.govt.nz/recreation/parks-and-open-spaces/trees/tree-policy>

- (e) whether there is a relevant reserve management plan in place for the tree's location and the provisions that apply to trees in that plan;
- (f) benefits of the tree relative to the following:
 - local amenity
 - area character
 - local ecology and ecological connections;
- (g) whether within any street berm the tree imposes unacceptable maintenance costs;
- (h) any actual or potential risk to human health, life and/or property and infrastructure, and any evidence relevant to these risks as determined by a suitably qualified arborist using industry standard hazard identification;
- (i) replacement and/or remediation planting;
- (j) tree removal methods and environmental impacts; and
- (k) the operation, maintenance and development requirements of the National Grid.

Of the above criteria (a) [3.0], (b) [5.0], (c) [2.2, 2.3, 6.0], (f) [3.3], & (h) [3.1, 7.0] are considered in this report.

5.0 Assessment

5.1 Tree health and condition:

In addition to the routine visual tree assessment [VTA] of this tree, a climbing inspection of the canopy and a tree risk assessment [TRA] have been carried out.

- Root plate/pedestal – No issues.
- Trunk/Scaffolds - One low branch on east side has poor union.
- Mid canopy/ branch structure – No issues.
- Upper canopy – No issues.
- General condition – Good.
- Environmental condition – Good.

5.2 At the time of the VTA inspection [Monday 22nd September 2025] the weather was slightly overcast and showery, with moderate NW winds and some stronger gusts [41km/h]. On Monday October 6th for the climbing inspection the weather was fine with a light NE breeze [11km/h].

5.3 The tree has grown codominant with the neighbouring Notable *E. leucosylon* MEP 190F forming a single canopy with a reliance on mutual shared wind loads. Removal or significant changes in either will affect both.

5.4 The tree is in good health with a complete but somewhat sparse canopy, good seasonal growth, some minor to medium dead wood and no significant signs or symptoms of pests or disease.

5.5 No new concerning features of structure or form were observed during a climbing inspection.

5.6 For an urban tree of this size and species it is in a reasonable growing environment with sufficient above and below ground space for normal growth.



6 Conclusions

- 6.1 In my professional opinion based on this and other regular inspections of the tree over several years this tree is in good health and condition with no observed structural features of concern.
- 6.2 The identified issue of branch shedding being the only observed issue of concern at the present time. This issue is manageable appropriately in terms of both risk and tree health and condition by proper pruning as recommended.
- 6.3 Since the risk is assessed as LOW and cannot be reduced any further the residual risk after the recommended actions have been undertaken will remain LOW for the 3 year period which is commensurate with the normal schedules of the Morrington Reserve tree management plan.
- 6.4 There is currently no arboricultural reason for removal of the tree, and it can be managed normally as per the TMP schedules of Council's Reserve management plan for Morrington Reserve.



Epicormic response growth on damaged low scaffold branch.

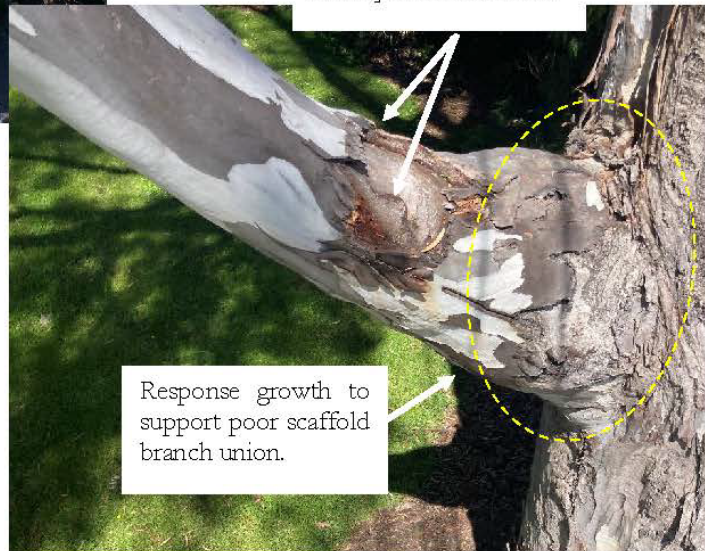
The tree has abundant new seasons growth and multi-season vigour as evidenced by the epicormic growth providing support to this elongated and poorly attached scaffold branch.

Additionally, the damage caused by a prior failed branch has abundant wound wood after only three seasons.

The unpruned stubs left by the two recent failures also show good wound response. [see below].

In spite of this response, removal of this branch is recommended as a precautionary measure since the damage to stronger tension wood on the upper side of the branch increases the likelihood of failure.

Approximately 3 years wound response wood on damaged [by 2023 failure] scaffold branch.



Response growth to support poor scaffold branch union.



Abundant 3 years wound response wood at both recent failure sites.

Upper failure [to the left] has likely impacted and weakened the subsequent lower failure [right].

Incipient decay is evident but sounding hammer indicates solid wood at this time.



All major scaffold unions are sound with only the lowest branch on the E side being of concern.

7 Tree Risk Assessment: The risk assessment below is made for a 3 year timeframe commensurate with Council's inspection schedules.

LIKELIHOOD MATRIX

Likelihood of Failure	Likelihood of Impacting Target			
	Very Low	Low	Medium	High
Imminent	Unlikely	Somewhat likely	Likely	Very Likely
Probable	Unlikely	Unlikely	Somewhat likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely

RISK MATRIX

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very Likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low

Possible. May occur in extreme weather but not likely under normal circumstances within the timeframe.

Medium. Could impact a target but is not expected to.

Occupancy:

1. Rare. Not commonly used by pedestrians/vehicles, nothing of value to damage or disrupt.
2. Occasional. More often than not no targets are present in the fall zone, moving targets are in the fall zone for short periods.
3. Frequent. Fall zone is busy with targets present for longer periods.
4. Constant. Built and/or fixed objects that cannot be easily moved.



Basic Tree Risk Assessment Form

Client Marlborough District Council Date _____ Time _____
Address/Tree location Morrington Reserve, o/s 222 Weld St, Blenheim. Tree no. MEP 190D Sheet 1 of 1
Tree species Ribbon Gum, E. viminalis dbh 1.5m Height 29.5m Crown spread dia. 28.6m
Assessor(s) Tim Lovejoy, NZ Dip. Arb. Time frame 3 years Tools used TruPulse laser, tape measure, sounding hammer, probe, climbing equipment.

Target Assessment

Target number	Target description	Target zone			Occupancy rate 1 - rare 2 - occasional 3 - frequent 4 - constant	Practical to move target?	Restriction practical?
		Target within drip line	Target within 1x ht.	Target within 1.5x ht.			
1	<u>Pedestrian, vehicles on footpath/Weld St, especially school pick up/drop off.</u>	☒	☒	☒	<u>2, 3</u>	<u>N</u>	<u>N</u>
2	<u>Pedestrian, vehicle accessway, garden areas 222 Weld St.</u>	☒	☒	☒	<u>2, 3</u>	<u>N</u>	<u>N</u>
3	<u>Dwelling, sheds & other built infrastructure, 222 Weld St.</u>	☒	☒	☒	<u>4</u>	<u>N</u>	<u>N</u>
4							

Site Factors

History of failures 3 recorded branch [>200mm diam] failures Topography Flat ☒ Slope ☐ % Aspect _____
Site changes None ☒ Grade change ☐ Site clearing ☐ Changed soil hydrology ☐ Root cuts ☐ Describe None recent
Soil conditions Limited volume ☐ Saturated ☐ Shallow ☐ Compacted ☐ Pavement over roots ☒ 20 % Describe Drive, road/footpath
Prevailing wind direction NW Common weather Strong winds ☒ Ice ☐ Snow ☐ Heavy rain ☐ Describe moderate to strong [20-62km/hr]

Tree Health and Species Profile

Vigor Low ☐ Normal ☒ High ☐ Foliage None (seasonal) ☐ None (dead) ☐ Normal 90 % Chlorotic ☐ % Necrotic <5 %
Pests Some insect foliar pest signs. Abiotic Mechanical damage to low branch E side.
Species failure profile Branches ☒ Trunk ☐ Roots ☐ Describe Wind related or natural shedding.

Load Factors

Wind exposure Protected ☐ Partial ☐ Full ☒ Wind funneling ☐ Relative crown size Small ☐ Medium ☐ Large ☒
Crown density Sparse ☒ Normal ☐ Dense ☐ Interior branches Few ☐ Normal ☒ Dense ☐ Vines/Mistletoe/Moss ☐
Recent or planned change in load factors Recommended low branch removal and end-weight reduction on laterals over 222 Weld St.

Tree Defects and Conditions Affecting the Likelihood of Failure

— Crown and Branches —

Unbalanced crown ☐ LCR 50 %
Dead twigs/branches ☐ 2 % overall Max. dia. <75mm
Broken/hangers Number _____ Max. dia. _____
Over-extended branches ☒
Pruning history
Crown cleaned ☐ Thinned ☐ Raised ☐
Reduced ☐ Topped ☐ Lion-tailed ☐
Flush cuts ☐ Other _____
Main concern(s) Future branch failures.
Cracks ☐ Lightning damage ☐
Codominant ☐ Included bark ☐
Weak attachments ☒ Low lateral E side Cavity/Nest hole _____ % circ.
Previous branch failures ☒ 3 Similar branches present ☒
Dead/Missing bark ☐ Cankers/Galls/Burls ☐ Sapwood damage/decay ☐
Conks ☐ Heartwood decay ☐
Response growth Yes at low lateral union and prior failure sites

Main concern(s) Future branch failures.

Load on defect N/A ☐ Minor ☐ Moderate ☒ Significant ☐
Likelihood of failure Improbable ☐ Possible ☒ Probable ☐ Imminent ☐

— Trunk —

Dead/Missing bark ☐ Abnormal bark texture/color ☐
Codominant stems ☐ Included bark ☐ Cracks ☐
Sapwood damage/decay ☐ Cankers/Galls/Burls ☐ Sap ooze ☐
Lightning damage ☐ Heartwood decay ☐ Conks/Mushrooms ☐
Cavity/Nest hole _____ % circ. Depth _____ Poor taper ☐
Lean _____ * Corrected? _____
Response growth _____
Main concern(s) None

Load on defect N/A ☐ Minor ☐ Moderate ☐ Significant ☐
Likelihood of failure Improbable ☐ Possible ☐ Probable ☐ Imminent ☐

— Roots and Root Collar —

Collar buried/Not visible ☐ Depth _____ Stem girdling ☐
Dead ☐ Decay ☐ Conks/Mushrooms ☐
Ooze ☐ Cavity ☐ _____ % circ.
Cracks ☐ Cut/Damaged roots ☐ Distance from trunk _____
Root plate lifting ☐ Soil weakness ☐

Response growth _____
Main concern(s) None

Load on defect N/A ☐ Minor ☐ Moderate ☐ Significant ☐
Likelihood of failure Improbable ☐ Possible ☐ Probable ☐ Imminent ☐

Risk Categorization

Condition number	Tree part	Conditions of concern	Part size	Fall distance	Target number	Target protection	Likelihood												Consequences				Risk rating of part (from Matrix 2)		
							Failure				Impact				Failure & Impact (from Matrix 1)				Negligible	Minor	Significant	Severe			
							Improbable	Possible	Probable	Imminent	Very low	Low	Medium	High	Unlikely	Somewhat	Likely	Very likely							
1	Branches >100mm	Pattern of failure	M/L	>6m	1,2	None		X						X		X							X	X	LOW
2																									
3																									
4																									

Matrix 1. Likelihood matrix.

Likelihood of Failure	Likelihood of Impacting Target			
	Very low	Low	Medium	High
Imminent	Unlikely	Somewhat likely	Likely	Very likely
Probable	Unlikely	Unlikely	Somewhat likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely

Matrix 2. Risk rating matrix.

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low

Notes, explanations, descriptions Provided with matrices in report.

Mitigation options Provided in report.

Residual risk LOW

Residual risk _____

Residual risk _____

Residual risk _____

Overall tree risk rating Low ☒ Moderate ☐ High ☐ Extreme ☐

Work priority 1 ☐ 2 ☐ 3 ☐ 4 ☐

Overall residual risk Low ☒ Moderate ☐ High ☐ Extreme ☐

Recommended inspection interval _____

Data ☐ Final ☐ Preliminary ☒ Advanced assessment needed ☐ No ☐ Yes-Type/Reason _____

Inspection limitations ☒ None ☐ Visibility ☐ Access ☐ Vines ☐ Root collar buried Describe _____

8 Recommendations

8.1 I recommend that the tree is retained and that the following best practice pruning is undertaken as soon as practical but within 3 months from the date of this report.

8.2 That the low scaffold branch on the E side of the tree is pruned at its point of origin.



Remove this low scaffold branch with poor union.

8.3 That the end-weight of the large scaffold limb over the driveway to the property at 222 Weld St is reduced by approximately 10 to 15%.

8.4 That the end-weight of the laterals overhanging E the boundary of the property at 222 Weld St are lightly reduced by 10% to relieve the ordinary use debris nuisance. The lowest laterals overhanging the garage at 222 Weld St may be removed at point of origin for a more permanent benefit.

[Images below].

8.5 That during the above pruning and as a matter of routine maintenance the obvious moderate deadwood is also pruned clear.

8.6 That the normal routine monitoring is continued but that a further climbing/aerial inspection is carried out after 3 years specifically to assess the two prior failure wound sites.



Approximate extent of recommended end-weight reduction.

Arborist Disclaimer Statement

Arborists are tree specialists who use their education, knowledge, training, experience, and research to examine trees and woodlands. Arborists recommend measures to enhance the beauty and health of trees and forests, while attempting to reduce the risk of living near them. Clients may choose to accept or disregard the recommendations of the arborist. Or seek additional advice.

Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms subject to attack by disease, insects, fungi and other forces of nature. There are some inherent risks with trees that cannot be predicted with any degree of certainty, even by a skilled and experienced arborist.

Arborists cannot predict acts of nature including, without limitation, storms of sufficient strength, which can cause even a healthy tree to fail. Any entity who develops land and builds structures with a tree in the vicinity should be aware and inform future residents of the risks of living with trees and this arborist disclaimer.

Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise remedial treatments, like medical care, cannot be guaranteed 100%. Treatment, pruning, and removal of trees may involve considerations beyond the scope of the arborist services, such as property boundaries, property ownership, disputes between neighbours and other issues. Consulting arborists cannot take such considerations into account unless complete and accurate information is disclosed to the arborist by the client. An arborist should then be expected to reasonably rely upon the completeness and accuracy of the information provided.

Neither this author nor **David James Tree Services Ltd.** has assumed any responsibility for liability associated with the trees on or adjacent to this project site, their future demise and/or any damage, which may result therefrom. To live near trees is to accept some degree of risk.



6. Riverside Park Fountain - Funding Request

(The Chair) (Report prepared by Robert Hutchinson)

R510-009-R06-01

Purpose of Report

1. The purpose of this report is to seek Council direction on replacing the fountain located in the Taylor River in front of the amphitheatre at Riverside Park.

Executive Summary

2. Council undertook a redevelopment of Riverside Park in 2003 following the realignment of Sinclair Street and removal of the High Street Bridge.
3. The redevelopment included a pedestrian bridge, pathways, a boardwalk, amphitheatre and fountain in the middle of the Taylor River.
4. The fountain was popular with many locals and visitors and provided a visual marker for those looking for Riverside Park and drawing visitors to the town after seeing it in the River as they crossed Sinclair Street Bridge.
5. Since 2016 (post Kaikoura earthquake) its operation had been hampered by higher than normal levels of silt and debris in the river. After 20 years of sitting at the bottom of the Taylor River, the pump was unrepairable when removed in 2025.
6. The loss of the fountain has created community feedback and a 370 person petition was recently presented to Council, requesting that the fountain be replaced.
7. The replacement cost is estimated at \$52,000. This amount is unable to be funded through existing operational budgets so it is suggested that replacement of the fountain should be referred to the 2027 Long Term Plan.

RECOMMENDATION

That Council refer the Riverside Park Fountain proposal to the 2027 Long Term Plan for wider community consultation.

Background

8. In 2003, Council undertook a redevelopment of Riverside Park reserve following the removal of the Sinclair/High Street bridge over the Taylor River.
9. This redevelopment introduced a new style and layout to the area with access into the CBD featuring the river (to a larger extent) with pedestrian bridge, a boardwalk and formalised pathways, the Amphitheatre, and a fountain in the middle of the river.
10. The fountain was a community gift from Sowman Funeral Directors and was a simple design of a pump pushing water up through a brass nozzle. The layout had the pump on the riverbed drawing water from the bottom of the river.
11. To protect the pump, nozzle and lights and associated electrics a metal cover- "*coning tower*" was placed and secured over the fountain set up
12. The fountain was a major feature of this area for about 12 years, unfortunately since the 2016 earthquake the fountain operating from the river bottom continually blocked and or clogged. This is likely as a result of the build-up of silt levels and extra flotsam and jetsam being drawn through the pump resulting in the fountain pump's continued failure, thus requiring replacement.

13. The existing fountain pump and assorted infrastructure were removed during the first weed cut in 2025. Staff arranged a conditional assessment of the pump and the advice received was that it was irreparable.

Community Feedback

14. Since the removal of the fountain, Council has received numerous calls from the community in favour of the fountain being replaced. A petition has been presented to Council with 370 responses requesting that the fountain be replaced. The staff at Raupo Café where the petition was based noted a large amount of sentiment towards the fountain being replaced and advised that it provided enjoyment for patrons.

New Fountain

15. Staff have been in discussions with suppliers for a new fountain for this site, one that will draw surface water, referred to as a flooding fountain. A new fountain would be tethered to the existing piles installed for the earlier fountain.
16. Floating fountains are tethered and draw water the surface. Where water levels fluctuate such as a river a number of protection measures are required.
17. As with the original fountain, protection of the intake from river debris and water speed is important. The fountain is protected with a metal blade that resembles an oversized V plough which will be attached in front of the fountain. The V form will push debris away from the fountain and provide a calm area for the fountain to sit in.
18. Due to natural conditions of a river, where levels rise and fall and as the fountain has limited movement due to it being tethered to the piles, high and low water level flow switches will be installed to protected the fountain from damage from these regular fluctuations.
19. Built into the infrastructure will be the ability to disconnect the fountain from the piles and electrics and remove it from the river when there is a significant flood warning for the river.
20. The output from this pump will produce a 4m high single jet of water which is a similar jet but lesser height than the old fountain.



Fig 1 Otterbine- 2hp Comet Aerator Fountain.

Unit Illustration



- 1 High-tech thermal plastic pumping chambers are staged to allow for easy interchange.
- 2 Rugged low visibility closed cell foam filled includes handles and protective pockets for lights when applicable.
- 3 Mixed flow pumping systems achieves maximum pumping capacities.
- 4 Electrical quick disconnect is part of the upper plate to prevent damage
- 5 Industrial strength thermal plastic screen helps keep debris out of the unit.
- 6 Oil cooled, efficient 3450/2875 RPM custom built motor incorporates a g-type seal to ensure dependability and long life.
- 7 Corrosion resistant, durable 18 gauge/316 grade stainless steel motor housing.

Image 2: Schematic of Comet Fountain

21. The cost of the new fountain along with its installation has been priced at \$52,000. The breakdown of the cost is as below.

Description	Cost
New Fountain	\$21,103
Lights	\$ 4,318
V plough shield	\$ 8,000
Low/High flow switches- Electrics	\$ 6,579
Installation	\$10,000
Sundry	\$ 2,000
Total	\$52,000

22. No adjustment has been made to existing budget with the removal of the old fountain so there won't be any impact on budgeted maintenance cost and as it is a new asset there shouldn't be any unscheduled maintenances cost for a number of years.

Funding Options

23. The funding required to replace the fountain is substantial and is not able to be funded through current operational budgets. The land subdivision reserve has specific criteria for funding which is primarily based on responding to growth and the fountain replacement does not meet the criteria.
24. An option could be to refer the fountain replacement proposal to the 2027 Long Term Plan for consideration and include it as part of the wider community consultation process.

25. Another option could be to see if any sponsorships options are available to fund the installation through local businesses. This is not highly probable in the current economic climate.

Option One (Recommended Option)

26. That Council refer the proposal to the 2027 LTP.

Advantages

27. Council would obtain wider community feedback on the proposal and the amount of funding required.

Disadvantages

28. There is a delay in working through the LTP that may cause community concern because of the delay.

Option Two – Status Quo

29. That Council do not approve the funding to install the fountain.

Advantages

30. No additional funding required.

Disadvantages

31. Council may receive complaints regarding not installing the fountain.

Next steps

Once direction is provided staff will follow through with the necessary requirements.

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

Summary of decision-making considerations			
Fit with purpose of local government The proposal enables <i>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.</i>			
Fit with Council policies and strategies			
	<i>Contributes</i>	<i>Detracts</i>	<i>Not applicable</i>
LTP / Annual Plan	☐	☐	X
Financial Strategy	☐	☐	X
Infrastructure Strategy	☐	☐	X
Social well-being	X	☐	☐
Economic development	X	☐	☐
Environment & RMA Plans	☐	☐	X
Arts & Culture	X	☐	☐
3 Waters	☐	☐	X
Land transport	☐	☐	X
Parks and Open Spaces	X	☐	☐
Nature of the decision to be made Option 1 involves a decision in relation to land or a body of water. The fountain is a replacement to the former fountain, which was not repairable.			
Financial considerations If approved, finances for this project will be from existing budgets.			
Significance The decision is considered of low significance under Council's Significance and Engagement Policy.			
Engagement A community survey of this project was presented to Council seeking the replacement of the fountain. No engagement is proposed			
Risks: Legal / Health & Safety etc There are no known significant risks or legal implications with the new fountain.			
Climate Change Implications There are no known climate change implications to this decision.			

7. Notification of Draft Cemeteries Management Plan

(The Chair) (Report prepared by Cheryl Steiner)

R520-001-027-03

Purpose of Report

1. To approve the Draft Cemeteries Management Plan for consultation, including a proposal to revoke the Policy for Implementing Exclusive Right of Burial, and to establish a Hearing Panel.

Executive Summary

2. In October 2024, the Assets and Services Committee approved the development of an overall cemeteries policy to guide the management and operation of Marlborough District Council cemeteries, with revocation of the Cemeteries Bylaw 2017 (the **Bylaw**) to follow.
3. The Draft Cemeteries Management Plan (**Draft CMP**) included in Attachment 1 provides a consistent decision-making framework for the maintenance, management and development of Council-administered cemeteries. It is now ready for public consultation.
4. The proposed revocation of the Policy for Implementing Exclusive Right of Burial (the **Policy**) is recommended by staff as the relevant direction and is now incorporated within the Draft CMP.
5. The proposal to revoke the Bylaw will be considered in 2027, when the Bylaw is due for review alongside the Reserves and Other Public Places Bylaw 2017. This timing enables Council to consider transferring relevant provisions relating to conduct in cemeteries and user fees and charges into the Reserves and Other Public Places Bylaw 2017.

RECOMMENDATIONS

That the Infrastructure and Community Facilities Committee:

1. **Approve the Draft Cemeteries Management Plan for public consultation, including the consultation on a proposal to revoke the Policy for Implementing Exclusive Right of Burial.**
2. **Establish a Hearing Panel consisting of Councillors Brian Dawson (Chair), Deborah Dalliessi and Benjamin Stace to hear submissions and recommend to Council decisions on those submissions.**

Background

6. This process commenced when staff identified omissions and errors in the current Bylaw as it relates to the installation of memorials (Section 10. Memorials).
7. Discussion was had on whether a complete review of the Bylaw should occur rather than amending it. This noted that much of the Bylaw is covered in the Burial and Cremation Act 1964 (the **Act**) with the exception of the conduct of persons in a cemetery and the ability to set user fees and charges.
8. On [1 October 2024, the Assets and Services Committee](#) approved development of an overall cemeteries policy to guide management and operations of Marlborough District Council cemeteries with revocation of the Bylaw to follow.

Assessment

9. The Draft CMP provides a consistent policy and decision-making framework to guide the maintenance, management and development of Council administered cemeteries. Direction in the Draft CMP reflects current practices and levels of service. The Draft CMP identifies:

- demand influences on cemetery provision and management
 - supply of cemetery services
 - key challenges for the cemeteries network
 - objectives and policies to guide management and development
 - rules for cemetery use.
10. This simplifies cemetery management by having one document where all policy direction and rules are included (subject to the potential revocation of the Bylaw - see below). The Draft CMP provides policy guidance for cemetery management, while statutory powers and enforcement mechanisms continue to arise from the Act and any applicable bylaws. The preparation of the plan is not required by the Act; however, it does assist the Council to meet its main statutory requirements outlined in the Act.
11. With regard to the proposal to revoke the Bylaw given much of what is in the Bylaw is covered by the Act, the following approach is recommended:
- Retain the Bylaw for now alongside the Cemeteries Management Plan. There are inconsistencies between the headstone dimensions specified in the Bylaw and those currently in place in Council cemeteries. While these inconsistencies have not resulted in any known issues to date, retaining inconsistent requirements across Council documents creates legal risk and operational risk and will need to be addressed through the 2027 bylaw review process.
 - In 2027, consider a proposal to revoke the Bylaw alongside the review of Council's Reserves and Other Public Places Bylaw 2017. Both bylaws require review in 2027. This approach is recommended because two aspects of the Bylaw are not specifically covered by the Act and could be included in an existing Council bylaw rather than retaining the Bylaw solely for this purpose. The two aspects are:
 - Conduct of persons in cemeteries – while there have been no instances of conduct issues requiring enforcement action to date, this could be something that occurs in the future.
 - User fees and charges – the Act requires these to be set through a bylaw prepared under the Act. The Reserves and Other Public Places Bylaw 2017 could include this provision, rather than retaining the Cemeteries Bylaw solely for this purpose. A determination of the most appropriate statutory mechanism for regulating cemetery fees and charges will be made.
12. Council's Policy covers the pre-purchase of a burial or ashes plot giving a person an exclusive right of burial in one of the Council's cemeteries. The relevant Policy provisions are included in the Draft CMP, so the policy is no longer required.
13. The 2024-2034 Long Term Plan noted that planning around the need for more land for burials will be required over the next 10 years. A desktop assessment of plot availability indicates that Council has sufficient cemetery capacity for the next 15 years. An in-depth analysis of supply and demand is included as an action in the Draft CMP.
14. While central government has previously considered reform of the Act, no replacement legislation has been enacted. The Draft CMP has therefore been prepared within the existing statutory framework.

Consultation

15. The Draft CMP is anticipated to be open for submissions from 17 September to 15 October 2026. Iwi/hapu, funeral directors, cemetery trustees and the Department of Conservation will be directly contacted for feedback alongside Council's standard engagement approach for community feedback. Staff consider the proposed consultation approach is consistent with sections 72-83 of the Local Government Act 2002 and proportionate to the significance of the proposal.

16. A Hearing Panel will need to be established to hear and consider submissions, deliberate on matters raised through the consultation process, and make recommendations to Council on the adoption of the Draft CMP and proposed revocation of the Policy.

Option One (Recommended Option) – Approve the Draft Cemeteries Management Plan for consultation

17. The Draft Cemeteries Management Plan is outlined in Attachment 1. This option includes a proposal to revoke the Policy for Implementing Exclusive Right of Burial as it is replaced with the Draft CMP.
18. This option enables consultation to proceed now while preserving flexibility for Council to make changes following submissions. It supports timely community and stakeholder input on the Draft CMP and proposed revocation of the Policy, while allowing the separate bylaw matters to be considered through the 2027 bylaw review process.

Advantages

19. Provides a consistent and consolidated approach to cemeteries management.
20. Allows consultation to begin on a document that largely reflects current practice and service levels, helping test whether the proposed framework is appropriate before final adoption.
21. Provides a practical pathway to revoke the Policy for Implementing Exclusive Right of Burial because the relevant direction has been incorporated into the Draft CMP.

Disadvantages

22. The Cemeteries Bylaw will not be considered for revocation until 2027 so there will be two key cemetery documents in place for a period of time (although this would likely be less than a year).
23. There may be minor confusion while the Bylaw and Draft CMP operate alongside each other, particularly where operational detail overlaps or is inconsistent. This can be managed through clear communication during consultation and through the planned 2027 bylaw review.

Option Two – Do not approve the Draft Cemeteries Management Plan for consultation

24. An alternative or amended plan will need to be developed and brought back to the Committee for consideration and/or the timing of consultation on the Draft CMP might change so that it is considered alongside the potential for the Cemeteries Bylaw to be revoked.
25. This option would delay consultation on the Draft CMP and would require further work before the matter returns to the Committee. It may be appropriate if the Committee considers the Draft CMP requires significant amendment, or if it wishes to align consultation more closely with the 2027 bylaw review.

Advantages

26. If a timing change is recommended, this achieves the objective to provide a consistent and consolidated approach to cemetery management all in one go.
27. Provides an opportunity to further refine the Draft CMP before public consultation, including any changes the Committee considers necessary.

Disadvantages

28. The complete consultation process can often be lengthy as it involves adoption of the draft document, set up of consultation processes, the submission period itself, analysis of submissions, report writing and Hearing Panel deliberations, then recommendations to Council. The Draft CMP is at the point in which it would benefit from understanding stakeholder and community feedback, and this could occur as a lead into the bylaw review process.

29. Delaying consultation could defer stakeholder and community feedback on cemetery management matters that are ready to be tested and may reduce the time available to use that feedback to inform the later bylaw review.
30. The Policy for Implementing Exclusive Right of Burial would remain in place for longer, despite its relevant provisions being incorporated into the Draft CMP.

Next steps

31. Consultation on the Draft CMP and proposed policy revocation will commence.

Attachments

Attachment 7.1 – Draft Cemeteries Management Plan page [81]

Attachment 7.2 – Policy for Implementing Exclusive Right of Burial Page [113]

Author	Cheryl Steiner, Parks and Open Spaces Planner and Kiri Whiteman, Parks and Open Spaces Officer
Authoriser	Jane Tito, Manager Parks and Open Spaces

Summary of decision-making considerations			
Fit with purpose of local government The proposal enables democratic local decision-making and action by, 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	X	☐	☐
Financial Strategy	☐	☐	X
Infrastructure Strategy	☐	☐	X
Social well-being	X	☐	☐
Economic development	☐	☐	X
Environment & RMA Plans	X	☐	☐
Arts & Culture	X	☐	☐
3 Waters	☐	☐	X
Land transport	☐	☐	X
Parks and reserves	X	☐	☐
Nature of the decision to be made The options do not involve a significant decision in relation to land or a body of water.			
Financial considerations The project has been budgeted for in Parks and Open Spaces budgets.			
Significance The proposal is assessed as low significance under Council's Engagement and Significance Policy. While cemeteries are an important community service, the Draft CMP largely formalises existing management practices and service levels and does not involve the transfer of ownership of a strategic asset, a significant change in service levels, or significant financial implications.			
Engagement Engagement will occur as a next step.			
Risks: Legal / Health & Safety etc The proposal has legal implications because it establishes a framework for cemetery management and contemplates future bylaw and policy changes. No known significant risks or legal implications as the CMP reflects current practices. The primary, but minor risk, arises from maintaining overlapping provisions within the Bylaw and CMP until the bylaw review is complete.			
Climate Change Implications There are no known climate change implications to this decision.			

Draft Cemeteries Management Plan (for consultation)



Version control

No	Date	Comment
1.0	24/11/25	Draft for Parks and Open Spaces Officer and Administrator approval
1.1	16/02/26	Draft for Group Manager Property and Community Facilities approval
2.0	26/03/26	Draft for Council Workshop
3.0	25/05/26	Draft for Committee meeting

Draft Cemeteries Management Plan

July 2026

Published by:

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Introduction

Cemeteries are important to the Marlborough community as they provide:

- A physical place where loved ones are laid to rest.
- Places of memorial, a place for family and friends to reflect and to celebrate and remember.
- A safe way to care for our deceased with standards that protect public health and the environment.
- A record about those who have gone before. This is important for heritage and historical research providing records of genealogy and help with ancestral research.
- Localised areas of open space and amenity.

The Marlborough District Council (Council) manages eight open cemeteries across Marlborough and has management responsibilities for four other cemeteries where interments no longer take place.

Figure 1: Marlborough District Council cemeteries (open and closed)



About the Plan

The Cemeteries Management Plan (the Plan):

- Provides a consistent policy, management and decision-making framework.
- Guides the management and ongoing maintenance of cemeteries.
- Sets rules for cemetery operations and permission requirements.
- Informs the Council's financial planning of resourcing requirements.
- Ensures there is adequate future provision of cemetery land and infrastructure.
- Seeks to ensure cemeteries continue to meet public expectations.

The Plan applies to cemeteries the Council has management responsibility for. It does not cover trustee run cemeteries for which the Council approves trustees, but the funding, management and responsibility for interments rests with the trustees, or private burial grounds and urupā where Council has no management responsibility.

Further operational details can be found in Council's [Cemeteries Handbook – Te Pukapuka Urupā](#).

Legislative requirements

The Council has statutory requirements it must meet in providing for and managing cemeteries. The preparation of a Cemeteries Management Plan is not a legislative requirement however; it does assist Council to meet its main statutory requirements outlined below. Appendix 2 provides an overview of other relevant legislation.

Burial and Cremation Act 1964

The Burial and Cremation Act (BCA) is New Zealand's primary legislation governing burial and cremation. It applies to public and private burial grounds excluding Māori burial grounds, and permits only conventional burial, cremation and natural burials.

The BCA places a duty on all local authorities to ensure every community has access to places for burial and cremation. It authorises local authorities to undertake work for the purpose of carrying out this duty - namely acquisition of land and establishing, maintaining and improving cemeteries.

Relevant regulations are the Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967, Cremation Regulations 1973 and Health (Burial) Regulations 1946.

While some local authorities offer cremation services, they are not legally required to do so. In Marlborough, cremation facilities are privately operated, and the Council does not provide this service.

The BCA and associated regulations remain under review with Central Government. This may see more responsibility and cost placed on local authorities and could require changes to the Plan in the future.

Cemeteries Bylaw 2017

A Cemeteries Bylaw is in place to manage cemetery operations and activities. This Plan and the BCA provisions replace the need for the Cemeteries Bylaw, with the exception of provisions on the conduct of persons in cemeteries and the ability to set user fees and charges.

These provisions can be captured in Council's review of the Reserves and Other Public Places Bylaws in 2027, at which time the Cemeteries Bylaw can be revoked.

Demand influences

Our population is changing

Marlborough's population is projected to grow from 49,431 people in 2023 to 62,800 people in 2053¹, an increase of 13,369 people over the next 30 years. Net migration (mainly inward from other parts of New Zealand and overseas) is anticipated to be the main source of this growth.

Projected demographic changes include:

- Ageing population - by 2053, the number of people aged 65+ will exceed those aged under 15, signalling a pronounced demographic ageing trend.
- Increasing diversity - the population is projected to become more diverse with increases in the proportion of Māori, Asian and Pacifica people.
- More deaths than births - natural increase (births minus deaths) is projected to be very low or negative, meaning deaths will begin to outnumber births over most of the projection period.

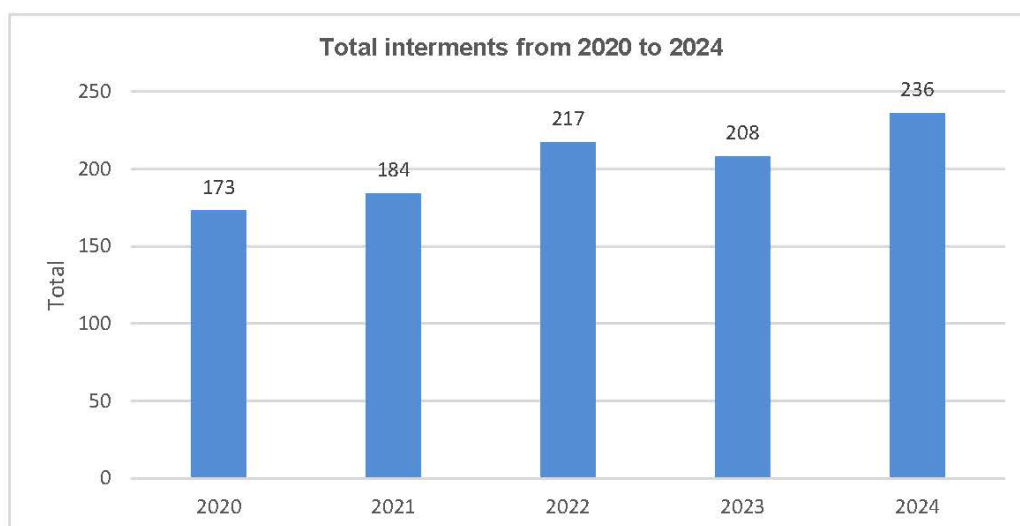
Demographic information and population projections are important inputs used to determine cemetery capacity and the type of cemetery services provided.

Deaths in Marlborough have steadily increased as the population grows and ages². Not all deaths result in an interment in Council's cemeteries, however it is a factor to consider when assessing cemetery capacity.

Interment rates are increasing

Figure 2 shows the increase in the total number of interments in Council cemeteries over the last five years. This information assists in planning for cemetery capacity based on trends over time.

Figure 2: Total interments in Marlborough District Council cemeteries 2020-2024



Note this doesn't show which interments were into new plots and which were subsequent interments into used plots, or how many were in restricted areas. For example, children's areas and natural burials.

¹ Information sourced from Statistics New Zealand. 2023 census data. Marlborough District Council utilises high growth projections.

² Statistics New Zealand identifies total deaths in Marlborough District increasing from 280 deaths in 1991 to 520 deaths in 2024

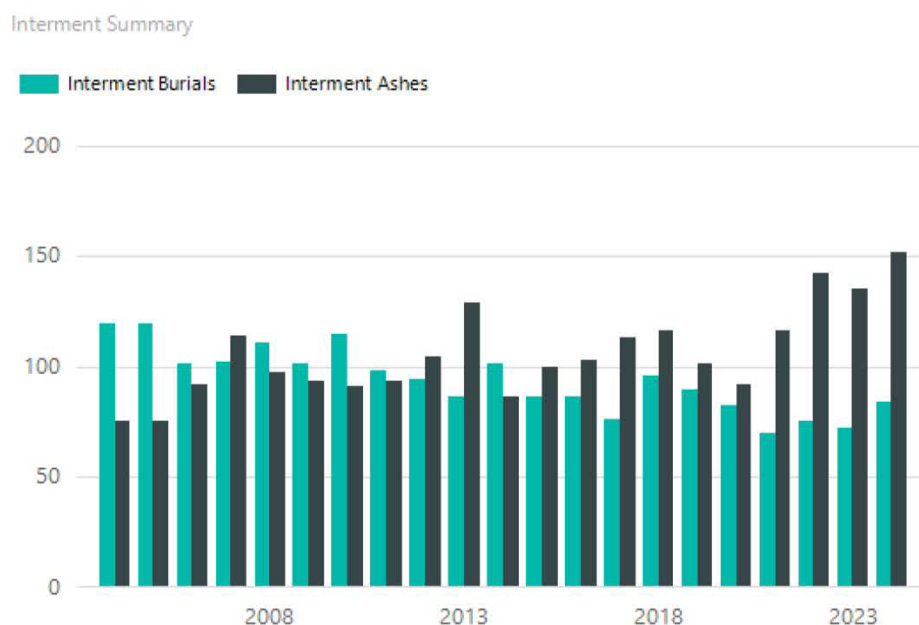
More people are choosing cremation over burials

National trends show a strong and growing preference for cremation, with over 70 percent of New Zealander's choosing cremation³. This trend is driven by factors such as:

- cost-effectiveness
- the perceived lower environmental impact compared to traditional burial
- preference for cremains (cremated remains) to be located in a meaningful place
- increasing cultural acceptance.

Council does not have data on the number of cremations in Marlborough or what people choose to do with the ashes, other than the number of ash interments that occur in Council cemeteries. Figure 3 shows the increase in ash interments. Based on national and regional trends, this increase is likely to continue.

Figure 3: Ashes and burial interments in Marlborough District Council cemeteries



Interest in natural burials is growing

A natural burial is commonly described as the burial of a person in a way that maximises the opportunity for natural decomposition processes to work - the body is allowed to recycle naturally. There are no permanent headstones, and the site is actively planted to encourage regeneration of a bush or forest environment.

The Council has set aside a dedicated area within Fairhall Cemetery for those who prefer a natural and environmentally friendly approach to burials. There are no plans to increase the space for natural burials however local demand trends may require this to be revisited in the future.

³ 2023 New Zealand Funeral Industry Trends Report

Climate change and natural disasters are an ongoing risk

Climate change and natural disasters can impact cemeteries through physical damage from extreme weather, such as floods, drought, erosion, and storms. Damage can impact cemetery infrastructure, such as headstones, and disrupt maintenance routines.

Rising sea levels and other climate impacts can threaten burial grounds that have deep cultural and spiritual significance for communities. Crisis events can result in heavy demand on cemetery services at short notice. For example, the pandemic response plan developed during COVID-19 includes ensuring provision for emergency storage facilities and mass burials, if the need arises.

Council recognises that extreme weather events are likely to become more frequent and more intense, and sea level rise is anticipated. Further studies will help to better understand the likely impact of climate change on people, the environment and infrastructure⁴.

Future cemetery services could look very different

There could be demand for new interment methods in the future. Environmental impacts, cost saving and new technologies are some of the drivers for change.

Emerging alternative methods include cremation by rapid composting, water cremation and use of biodegradable urns for ashes. Space saving options include developing vertical cemeteries in multi-story buildings that reduce the spatial footprint.

⁴ As outlined in the [Infrastructure Strategy 2024-2054](#)

Supply of cemetery services

Cemetery network

Council administers eight open cemeteries and four cemeteries where interments no longer take place. An overview of the eight open cemeteries is below with interment information as of September 2025.

Cemetery	Land status	Land area	Total interments	Pre-purchased plots	Available plots ⁵
Fairhall	Freehold	8.0 ha	6,972	188	1,216
Omaka	Local Purpose (Cemetery) Reserve	6.6 ha	10,344	36	646
Picton	Local Purpose (Cemetery) Reserve (part). Freehold (part)	4.6 ha	3,137	54	472
Tuamarina	Local Purpose (Cemetery) Reserve	3.3 ha	925	76	102
Seddon/Awatere	Local Purpose (Cemetery) Reserve	2.7 ha	598	32	244
Havelock	Local Purpose (Cemetery) Reserve	1.2 ha	1,412	18	204
Rai Valley	Local Purpose (Cemetery) Reserve	8,094m ²	249	96	86
Ward/Flaxbourne	Local Purpose (Cemetery) Reserve	8,094m ²	199	41	158
		TOTALS	23,836	541	3,128

The interment options currently available are:

- headstone burial areas
- lawn ash interment
- memorial gardens/gardens of remembrance for ashes
- niche wall ash interment (Fairhall Cemetery only)
- natural burials (Fairhall Cemetery only).

Fairhall Cemetery is the largest in the district, offering the greatest capacity for future interments and the widest range of burial options.

Further detail on each cemetery is in Appendix 1 including information on the four cemeteries where interments no longer take place.

⁵ This is the remaining capacity available at each cemetery (excludes pre-purchased plots as they are already allocated).

Financial information

In 2024 Council amended the public and private benefit apportionment of cemetery funding to achieve cost savings for ratepayers with consideration of where benefits lie.

This is currently 30 percent ratepayer and 70 percent user pays. Annual CPI (Consumers Price Index) adjustments are made to the fees to ensure the adopted ratio is maintained. The ratepayer share of cemetery costs is an acknowledgment of the public benefit of cemetery services including:

- A safe way to care for our deceased with standards that protect public health and the environment.
- Important for historical research providing records of genealogy and help with ancestral research.
- Providing localised areas of open space and amenity.

Cemetery service levels

The Council's level of service for cemeteries is to "Provide well-maintained cemeteries which are accessible and appropriate sites for the interment needs of the community".

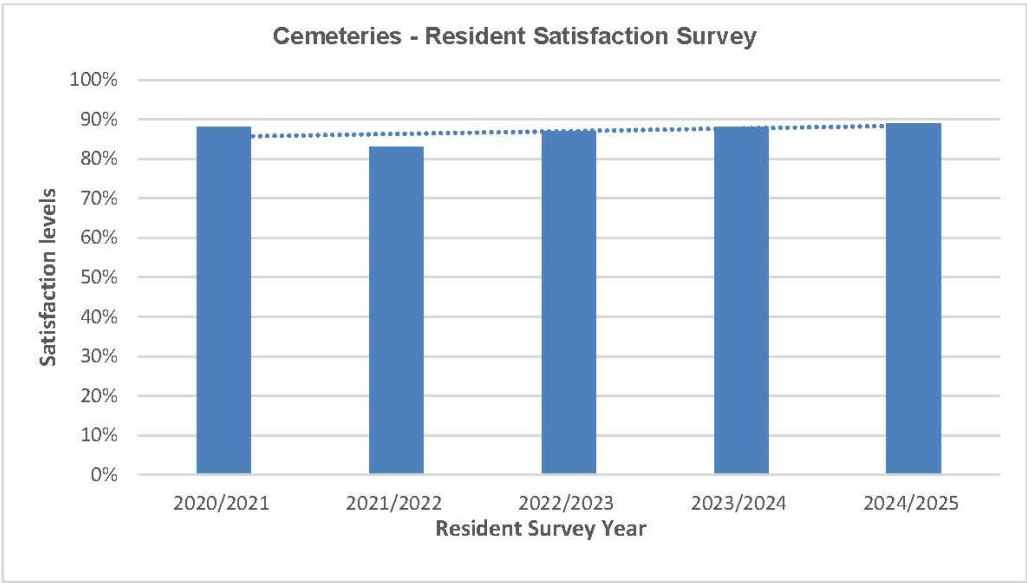
This is measured by the minimum number of burial and ashes plots available with a target of greater than or equal to 1,000. As of 2025, the network provides an estimated 3,193 available plots, exceeding this target.

There is sufficient overall capacity in the cemeteries network based on this level of service indicator. However, this doesn't consider demand and supply considerations relevant to different interment preferences. For example, the demand shift from burials to garden ashes plots and family ashes plots.

Operational levels of service are included in Council's management contracts.

Council's annual resident survey shows strong satisfaction with cemetery services. In 2024–2025, 89 percent rated operations positively, ranking cemeteries second out of 49 Council services - up three places from the previous year. Resident satisfaction has consistently exceeded 80 percent over the past five years (refer Figure 4) and compares favourably with other local authorities.

Figure 4: Marlborough District Council Resident Satisfaction Survey - Cemeteries



Dedicated war service areas

The Council maintains and cares for the services areas at the cemeteries on behalf of the New Zealand Veterans' Affairs Department. Only former Armed Services personnel who have war service, or service and experience equivalent to war service, may be interred in a services area, along with their spouse or partner.

The services areas are laid out in a uniform way and only standard burial or ashes plaques are used. There is no provision to accommodate personal messages or photographs.

Recent changes to the Anzac Day Act 1966 and proposed changes through the Veterans' Recognition Bill (in progress) acknowledge conflicts after 1966 and officially commemorate all those who have served New Zealand in wars and war-like situations. These changes will likely see an increase in the use of dedicated war service areas over time.

Cemetery master plans

Master plans for all open cemeteries, completed in 2018, outline each site's layout, key features and proposed actions to address identified challenges and opportunities.

They provide a useful visual representation for the ongoing development and management of each cemetery and include projects with costings and priorities to assist in the Long Term Plan budget process. Further reviews will be required to capture what has been achieved, changing context and future actions.

Management approach

The day-to-day maintenance and responsibility for interments is managed by the Council through commercial maintenance contracts. Within these contracts there is a requirement to prepare plots, perform burials and undertake overall maintenance. This approach is used for managing the cemeteries at Fairhall, Havelock, Omaka, Picton, Seddon, Rai Valley and Tuamarina.

The maintenance contracts provide direction on how cemeteries are maintained, including:

- mowing of grass turf interment areas
- tree and shrub plantings, maintenance and renewals
- grave and ashes plot digging, backfilling and turf re-establishment
- ongoing top-up, levelling and turf maintenance of burial plot areas
- maintenance of cemetery infrastructure, for example, roadways, carparks, paths, seats, fences, irrigation, signage and larger public memorial or niche wall type structures.

The Ward/Flaxbourne Cemetery is maintained by the Flaxbourne Settlers Association, an arrangement that has been in place for some time. The contractor who prepares plots and performs burials at other Council cemeteries also performs this service at the Ward/Flaxbourne Cemetery.

The Council undertakes basic maintenance at the four cemeteries where no interments take place.

The Council's Cemeteries Administrator manages requests for interments, liaises with funeral directors, families and contractors over interments, maintains cemetery records and provides information for genealogical searches.

Assisting with cemetery planning and management in addition to the Council are:

- Funeral directors who coordinate and manage the information required for an interment to occur.
- Monumental Masons work with Council regarding permits to erect memorials on plots and undertake erection of memorials once they have been approved.

Planning for the future

Council must ensure that there is sufficient capacity in the cemetery network to provide for current and future demand in Marlborough. Based on current high level analysis, the network can accommodate interments for the next 15 years. The analysis considers:

- The average interment rate over the last five years of 204 per year (see Figure 2) and dividing this by the current number of available plots of 3,128 (see Cemetery network table).
- The minimum number of plots required to meet Council's level of service which is 1,000 and is currently exceeded with 3,128 total available plots (see Cemetery network table).

However, whether a cemetery is at capacity can be greatly affected by:

- the type of burial and areas required for a full burial versus an ash interment.
- reservation of plots for future burials effectively tying up land for up to sixty years.

Council's 2024–2034 Long Term Plan identifies the need to plan for additional burial land within this decade. Future analysis must address all demand factors outlined in this Plan and assess capacity both across the network and at individual rural cemetery locations.

Key challenges

This section provides a summary of the key challenges that impact how cemeteries are managed now and in the future. The objectives, policies and rules in the next section are Council's response to these challenges.

Many challenges are common to all cemeteries however; each cemetery has its own set of unique features and issues that may require tailored responses which can be addressed through cemetery master plans.

Challenge 1: Community expectations and involvement

Community service level expectations

The Long Term Plan defines Council's customer-focused service levels for cemeteries, with operational details outlined in the asset management plan and contractor agreements. Community expectations can differ from these standards, requiring significant time and effort to manage and address.

Maintaining accessible and accurate records

Historic cemetery records remain largely paper-based, limiting public access and driving increased genealogy-related enquiries. Council staff are addressing inaccuracies and gaps as time permits. Full digitisation and online availability would improve public access to this information.

Community involvement in maintaining cemeteries

Friends of cemeteries groups are becoming more common, driven by heritage preservation interest and increased recognition of cemeteries as valued public spaces. No formal community groups are currently involved in protecting heritage values at Council cemeteries, though this could change in the future.

Future involvement must be carefully managed to safeguard fragile heritage features and respect families' responsibilities for gravestone maintenance.

Council may assume responsibility for privately administered cemeteries if they can no longer be managed by trustees. This occurred in 2022 with the formal transfer of Rai Valley Cemetery to Council control.

Challenge 2: Looking after what we have

Maintenance of headstones and memorials

Council maintains lawn areas around burial beams, while families are responsible for the upkeep of headstones and memorials placed on the burial beams. Over time, headstones can deteriorate, particularly in older sections of the cemeteries.

From time to time, Council may undertake cleaning to preserve legibility. Health and safety risks, such as stabilising unsafe headstones are undertaken when necessary.

There is a public expectation for Council to maintain historic headstones which is not currently funded.

Decoration and adornment of graves

Wreaths, floral tributes or other adornments are often placed at the grave or ashes plot by the family during a funeral ceremony. If not secured or heavy enough these can blow away and result in rubbish in the surrounding area and can obstruct access. The use of glass adornments can also be problematic if they break.

Council enables adornments to remain in place for up to one month following the interment. After this time, all adornments are required to be removed or relocated to the confines of the burial beam, or other space, relevant to the plot. The Council's cemetery contractors respectfully undertake this task if this hasn't occurred.

Challenge 3: Meeting demand

Future demand will shape cemetery management and development. Key drivers include:

- An ageing population.
- Changing interment preferences.
- Population growth.
- Financial constraints.

Ongoing monitoring of these factors is essential to ensure cemeteries meet community needs. It is assumed that cremation services will continue to be provided by the private sector.

Challenge 4: Financial sustainability

Cemeteries are generally funded from user fees and general rates, with recent adjustments increasing the user-pays component to reduce ratepayer costs.

Where families cannot afford a burial plot, Council may allocate a “poor persons” grave within general cemetery areas with delayed payment or waived fees. There has been an increase in unclaimed ashes which has resulted in Council allocation of specific ashes plots to inter those cremains.

There are a wide range of other costs associated with funerals that are controlled by the private sector.

Rising maintenance costs, public expectations and potential legislative changes are expected to further impact cemetery management and burial fees over time.

Objectives and policies

1.0 Cemetery provision

Objectives

- 1.1 Long-term cemetery needs are provided for and cemetery land and facilities are managed to achieve a balance between community need, environmental impact and economic cost.

Policies

Make the most of what we have

- 1.2 Use cemetery master plans to guide future interment provision and the design, management and improvement of individual cemeteries. Include consideration of:
- a) cemetery capacity
 - b) land efficiency options
 - c) cultural values
 - d) community aspirations
 - e) resilience improvements
 - f) transport options to and from cemeteries
 - g) all abilities access to cemeteries and facilities within cemeteries.
- 1.3 Designate the cemeteries covered by this Plan for cemetery land use in the Marlborough Environment Plan, with an underlying open space zone appropriate for managing the open space values and associated activities.
- 1.4 Close cemeteries under section 41 of the Burial and Cremation Act 1964 once capacity is reached to confirm they are no longer operational.
- 1.5 Recognise and protect the historic heritage values of these cemeteries where relevant.

Future provision

- 1.6 Continue to monitor demand and trends for cemetery services including for different types of interment.
- 1.7 Ensure cemeteries continue to have the space available to provide appropriate interment options into the future (10 years to 30 years).
- 1.8 If Council is appointed to have the control and management of a trustee cemetery, the cemetery will be managed in accordance with the objectives, policies and rules of this Plan.

Financial sustainability

- 1.9 Provide for ongoing investment in maintaining and developing land held for cemetery purposes through the Council's Long Term Plan.
- 1.10 Council shall set fees and charges to recover the cost of operating, maintaining and developing cemeteries, considering the beneficiaries of this service and community affordability. Fees and charges are reviewed annually and amended as needed.

Wider benefits

- 1.11 Recognise the contribution of the cemeteries in achieving wider Council strategic priorities such as improving freshwater quality and enhancing biodiversity corridors.

2.0 Cemetery management

Objectives

- 2.1 Cemetery land and facilities are administered and managed in a manner that reflects the primary purpose of cemeteries and protects site values.

Policies

Compliance and risk

- 2.2 Manage and operate cemeteries in accordance with the requirements of relevant legislation, particularly the Burial and Cremation Act 1964 and Reserves Act 1977.
- 2.3 Ensure a comprehensive understanding of all potential risks and mitigations in managing cemeteries including business and management risk, compliance risk and personal/public risk.

Management and maintenance

- 2.4 Continue to educate plot purchasers, their representatives or descendants on their responsibilities for maintaining memorial headstones, monuments, and other structures.
- 2.5 Undertake repairs and maintenance on graves where there are health and safety risks such as the headstones, walls or fences collapsing.
- 2.6 Continue to maintain services cemeteries in accordance with the Standard of Care set by New Zealand Veterans' Affairs.
- 2.7 Maintain to an appropriate standard the built infrastructure required to manage and develop the cemeteries including roading, water supply, power supply, signage, public toilets and utility buildings.
- 2.8 Maintain and frequently review, a comprehensive asset management plan for the cemeteries network.
- 2.9 The **Rules** for cemetery use (included in this Plan) describe specific operational conditions and where permission from Council is required.

Exclusive use

- 2.10 Consider opportunities for a lease or licence to occupy cemetery land where this helps to achieve the Council's management objectives (such as grazing of land for maintenance purposes).

Poor persons plots

- 2.11 Continue to ensure plots are set aside for the burial and ashes of poor persons and manage in accordance with the requirements outlined in the **Rules**.

3.0 Cemetery values

Objectives

- 3.1 The distinct character and values of each cemetery is identified, protected and enhanced.
- 3.2 Diverse and changing customer expectations are reflected in cemetery planning and services.

Policies

Cultural values

- 3.3 Recognise that the cemeteries are located within a broader cultural landscape of great significance to mana whenua. Work with mana whenua to ensure access to customary practices and recognition of tikanga and cultural values (for example, water for cleansing) where appropriate.
- 3.4 Recognise the role of cemeteries as cultural and spiritual spaces that reflect the diverse beliefs, values and histories of our community. Recognise cultures that have distinct rules for burial and visitation.

Heritage values

- 3.5 Provide opportunities that strengthen cultural heritage, local character and identity of each cemetery, contributing to a sense of place. Consider alignment to the Council's [Heritage Strategy](#).
- 3.6 Support those interested in tracing family history and researching genealogy by:
 - a) making all cemetery records readily available online
 - b) providing clear plot location information linked to interactive online digital mapping
 - c) continuing to add photographs of the gravesites to each plot location record
 - d) improving wayfinding at the cemeteries
- 3.7 Ensure that new buildings or alterations and additions to existing buildings are of a scale and design in keeping with the landscape and heritage values of the cemetery and the immediate site setting.
- 3.8 Recognise and promote the role of cemeteries in reflecting the history of Marlborough.
- 3.9 Maintain closed cemeteries in a way that protects their heritage values and character.

Environmental values

- 3.10 Protect and, where appropriate, restore indigenous biodiversity and ecosystems in the cemeteries, including freshwater ecosystems.
- 3.11 Improve ecological connectivity with nearby natural areas and wildlife corridors.
- 3.12 Use eco-sourced plants when planting native trees and shrubs for forest restoration and commemorative tree planting purposes where possible.
- 3.13 Encourage cemetery visitors to use biodegradable tributes and decorations.
- 3.14 Undertake native restoration planting of areas that are unsuitable for burials because of either topography, proximity to waterways or hydrology.
- 3.15 Continue to explore innovative solutions that may be utilised in further reducing the environmental impact including natural burials, eco-friendly burials and vertical burials.
- 3.16 Ensure tree planting is in undertaken in accordance with Council's [Tree Policy](#).

4.0 Customer service

Objectives

- 4.1 Changing community preferences in burial options are monitored and cemetery services are respectful of these evolving preferences wherever possible.
- 4.2 Cemetery services are delivered with respect, compassion, integrity and trust.

Policies

Burial and cremation options

- 4.3 Continue to offer a choice of burial and cremation options in response to ethnic, religious, cultural and environmental preferences. Provision of these options at different locations will rely on:
 - a) there being a demonstrated significant community need
 - b) the ability to provide the services in a cost-effective way that the community can afford
 - c) consideration of cost implications for ongoing maintenance
- 4.4 A person may pre-purchase a burial or ashes plot in one of the Council's open cemeteries ahead of the time the actual plot is required for interment. The conditions and terms of any pre-purchase agreement are outlined in the **Rules**.

Customer support

- 4.5 Recognise and respect diversity of people's beliefs and customs around death and facilitate personal choices as much as possible in delivery of cemetery services.
- 4.6 Continue to improve the reliability of the database of records in relation to all Council cemeteries and make this information available in a range of sources and formats.
- 4.7 Continue to maintain quality assured standards of customer support and information in providing cemetery services.
- 4.8 Continue to recognise that where a person is laid to rest is a significant decision and is often reflective of strong connections between people and place. Cemetery use can be by residents past and present, extended whānau and those with personal connections to Marlborough.
- 4.9 Provide timely and sympathetic advice and support to cemetery customers, including those bereaved who wish to arrange and run their own funerals.
- 4.10 Provide a Cemeteries Handbook in both online and printed formats which includes easily accessible information to explain burial, cremation, memorial and other customer service rights, options, procedures and costs.
- 4.11 Continue to work closely with funeral directors who coordinate and manage the information required for an interment to occur, and monumental masons regarding permits to erect memorials on plots and the erection of memorials once they have been approved.
- 4.12 Provide and/or support public remembrance events at the cemeteries that offer an opportunity for people to come together to remember loved ones, subject to considering the impact on the cemetery environment and on cemetery visitors.

5.0 Visitor experience

Objectives

- 5.1 Visitors can explore and appreciate cemeteries in a manner that is appropriate to places of burial.

Policies

Visitor infrastructure

- 5.2 Ensure the atmosphere and amenities are appropriate for visits related to mourning and remembrance, recognising this is the primary purpose of cemeteries.
- 5.3 Provide safe and easy access for the public to care for and to mourn their loved ones.
- 5.4 Provide landscaping and seating to enhance the customer and visitor satisfaction and experience.
- 5.5 Ensure all proposed facilities meet best practice accessible and safe design standards.
- 5.6 Encourage and provide for informal passive recreational activities that are appropriate to the respectful and peaceful character of the cemeteries.

Access and way finding

- 5.7 Ensure cemeteries are open to the public year-round, with vehicle access restrictions at night-time if necessary.
- 5.8 Maintain a practicable network of driveways and pedestrian accessways as required in each cemetery to service the gravesites, facilities, utilities and special features of the cemeteries.
- 5.9 Provide easily accessible wayfinding and interpretative information about the cemeteries in a range of formats, including on-site, online and printed. Ensure signs do not create visual clutter, complement the character of each cemetery and are of high-quality design and durable materials.

6.0 Cemetery resilience

Objectives

- 6.1 The provision, development and management of cemeteries contribute to Marlborough's resilience and climate change response.

Policies

Sustainability

- 6.2 Integrate resilient, low carbon design and sustainable initiatives into cemetery planning and infrastructure (for example, minimise chemical use, use of recycled/reclaimed materials, use of native plants that tolerate dry conditions).
- 6.3 Ensure cemetery provision adapts to environmental challenges such as a changing climate.
- 6.4 Monitor and consider opportunities for incorporating more sustainable practices in the delivery of cemetery services.

Emergency preparedness

- 6.5 Ensure capacity to accommodate a mass burial following natural disasters and civil defence emergencies such as an earthquake, in accordance with the Burial and Cremation Act 1964.

- 6.6 Ensure the pandemic response plan is kept up to date and utilised by Council staff in conducting cemetery operations during pandemic events.
- 6.7 Assess risks and mitigation measures related to natural hazards such as flooding, earthquakes, coastal erosion and inundation and liquefaction.
- 6.8 Coordinate emergency planning and operations with the New Zealand Police, Ministry of Health, Regional Public Health, hospitals and with the funeral/memorial sector.
- 6.9 Manage fire risk by appropriate management of activities that are a potential fire risk, coordinating with Fire and Emergency New Zealand and working with neighbours to coordinate cross boundary fire mitigation and planting fire resistant species in areas of high fire risk.

Rules for cemetery use

This part of the Plan outlines rules applicable to the operation of cemeteries. They support the implementation of the objectives and policies outlined in this Plan.

Opening hours

1. All cemeteries are open to the public for the daylight hours between dawn and dusk.
2. Interments may only take place between the hours of 9.00 am and 4.00 pm on any weekday, and between 9.00 am and 1.00 pm on Saturdays.
3. An interment may not be undertaken on Sundays or public holidays.
4. An interment may take place outside the times listed above only with prior approval from Council.

Conduct

5. A person using or frequenting a cemetery must not:
 - (a) dig any ground or disturb any vegetation.
 - (b) damage any grave, vault, monument, or other thing at the cemetery.
 - (c) disturb any funeral service.
 - (d) drive any vehicle other than on the paved areas intended for vehicles, with the only exceptions to this being a hearse, a vehicle being used whilst installing a headstone or for cemetery maintenance, unless approved by a Council representative.
 - (e) enter the cemetery for purposes unrelated to the cemetery.
 - (f) enter a cemetery with an animal, other than a disability-assist dog, or as provided for in a Council Dog Control Bylaw.
 - (g) advertise or solicit.
 - (h) record, film or take photographs, unless solely for private purposes.

Applications

6. Application forms must be completed and the relevant fee paid for the following:
 - (a) Plot purchase (including the pre-purchase of a plot ahead of the time it is required).
 - (b) Interment of burial.
 - (c) Disinterment.
 - (d) Installing a memorial, plaque or headstone.
 - (e) Transferring a pre-purchased plot to someone else.
 - (f) The sale of an unwanted pre-purchased burial or ashes plot back to the Council.

Note: Applications forms and fees are available on the Council's website.

7. For the pre-purchase of a plot, the application fee only relates to the purchase of the exclusive right of burial and administration associated with processing the application. Other fees will be payable at the time of interment.

Exclusive right of burial/pre-purchase of plot

8. A Certificate of Exclusive Right of Burial for a plot will be issued with the person's name who is to be interred in that plot and that person becomes the Holder of the exclusive right of burial. This does not mean they own the piece of land on which the plot sits.
9. No person may purchase the exclusive right of burial for more than two plots unless approved by Council.
10. A plot in designated natural burial areas cannot be purchased except at the time a plot is required and used. At this time the adjoining plot space can be purchased and a Certificate of Exclusive Right of Burial issued in the name of the person on the Application for Exclusive Right of Burial form.
11. An exclusive right of burial cannot be purchased for a burial plot if that burial plot is to be used only for an ash's interment.
12. The Holder of an exclusive right of burial must comply with any conditions imposed by the Council before a burial can take place.
13. Exclusive rights of burial must not be on-sold by the Holder of the right to any other party apart from the Council. Only the Council can sell exclusive rights of burial for Council administered cemeteries.
14. The Holder of an exclusive right of burial may designate an assignee to administer the right of burial if the Holder is no longer able to. This assignee will be considered the primary person able to make decisions regarding the exclusive right of burial if the Holder is deceased or incapacitated. If no assignee is designated or available, the executor of the estate of the Holder will have responsibility for decisions regarding the exclusive right of burial. The Council may satisfy itself as far as practicable that a person is eligible to make any such decisions.
15. If after 60 years no burial has taken place in a purchased plot, the exclusive right of burial will revert back to the Council with no entitlement for refund of the original purchase price. The Council may resell the plot to the original Holder in the first instance if no burial has taken place and if the Holder wishes to retain that plot.
16. If the Holder of the right is unable to be located, then the exclusive right of burial reverts back to the Council in accordance with section 10 of the Burial and Cremation Act 1964 with no right of refund. Such plots may be resold by Council.
17. The Holder of an exclusive right of burial can transfer that right to a close relative subject to the approval of the Council and on payment of any prescribed transfer fee.
18. An assignee or executor of an estate can transfer ownership of an exclusive right of burial, or change the parties named as holding an exclusive right of burial.
19. Where the Holder of the exclusive right of burial (or assignee or executor) no longer wishes to use the exclusive right of burial, the Council may at its discretion purchase the right back. This shall be on such terms and conditions as Council thinks fit, provided that the price refunded shall not be less than the original purchase price. Exclusive rights of burial that have been bought back may be resold by the Council.

All interments

20. Interments must take place in an appropriate area and as confirmed by Council. (for example, burials in a burial plot, ashes in an ashes' plot or in a burial plot by permission, natural burials in the Natural Burial area).

21. Notification of an intended interment must be given to Council no later than 48 hours prior to the date and time of the interment. If this notice is not given, an extra charge may be imposed by Council.
22. Ashes must not be scattered within the cemetery.
23. Ashes interments are to be backfilled by the family, unless otherwise arranged.
24. Casket burials will be backfilled by the cemeteries' contractor. Family, friends or whānau may request to backfill the grave themselves, and this can usually be accommodated if pre-arranged with the funeral director and Cemetery Administrator. If, during digging, the site becomes unstable, the permission to backfill may be revoked due to health and safety requirements.

Natural burials

25. A natural burial must:
 - (a) be single depth, with a minimum depth cover of 800mm.
 - (b) only use caskets or coffins made of biodegradable materials.
 - (c) use shrouds made of natural materials.
 - (d) ensure there has been no chemical or embalming treatment of the body.
 - (e) contain only biodegradable accessories, including clothing.
 - (f) use only temporary, untreated wooden markers, placed at the time or within the first month of burial, centrally located at the head of the plot.
 - (g) have no memorials or adornments placed on or near the burial plot.

Note: A natural burial plot may be marked more permanently by a native tree or shrub chosen by the family from the list provided by Council within the Natural Burial booklet.

Services cemeteries

26. Eligibility for interment in a Services Cemetery is determined by the New Zealand Veterans' Affairs.
Note: the requirements for eligibility can be found on the New Zealand Veterans' Affairs website.
27. Only an eligible Serviceperson and their spouse or partner may be buried in a Services Cemetery (in a double-depth plot, not side-by-side).

Plots and graves

28. Only a person authorised by Council may dig a grave.
29. The grave must be dug at a depth to allow a second interment unless the Council directs otherwise.
30. The minimum depth of cover for any casket or coffin (except in a Natural Burial area) must be no less than 800mm.
31. A maximum of two people may be buried in any one burial plot, except where prior permission is given by Council. Further interments of ashes' urns are permitted above the second burial.
32. A grave can be reopened for subsequent interment/s where prior permission is given by the Council and by either: (1) The owner of the Exclusive Right of Burial, or (2) Their assignee, or (3) The executor of the will or the next-of-kin of the last person buried in the grave.

Memorials and headstones

33. Memorials, headstones and plaques must:

- (a) only be installed or erected after completion of the appropriate application and confirmation from Council of its acceptance.
 - (b) be installed by a Monumental Mason or other person approved by Council.
 - (c) comply with the types and sizes of headstones and memorials permitted (including plaques on memorial ashes walls), as set out in the document titled, "Size of Headstones & Memorials within Marlborough Cemeteries".
 - (d) comply with the minimum structural design criteria, performance and renovation requirements as set out in the document titled, "New Zealand Standards: Headstones and cemetery monuments (NZS 4242:2018)". This covers all new, additional, renovation and restoration work, including installation requirements at cemeteries.
 - (e) be installed wholly within the beam area or within the allocated garden space.
34. Ownership of the memorial or headstone remains with the family, whānau, or assignee of the deceased, and any maintenance or repairs are their responsibility.
35. Subject to the provisions of the Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967, Council can remove any installation that falls into a state of dilapidation or neglect or poses a danger to the public. A photographic record of the memorial will be taken prior to removal and retained in cemetery records.
36. Removal of a memorial or headstone must not be undertaken without the prior written approval of Council. Application for approval must be accompanied by proof of authority to do so.

Vaults or mausolea

37. Vaults or mausolea must:
- (a) only be installed or erected after completion of the appropriate application and confirmation from Council of its acceptance.
 - (b) be erected by a Monumental Mason or other person approved by Council.
 - (c) be kept in good repair by the family, friends, whānau, or assignee of the deceased.
 - (d) comply with the minimum structural design criteria, performance and renovation requirements as set out in the document titled, "New Zealand Standards: Headstones and cemetery monuments (NZS 4242:2018)". This covers all new, additional, renovation and restoration work, including installation requirements at cemeteries.
38. Council can give notice, being no less than three (3) months, requiring the owner to repair any vault or mausoleum in accordance with clause 5 of the Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967.
39. Where a vault or mausoleum may pose a danger to any person, Council can take it down or remove it in accordance with section 9 of the Burial and Cremations Act 1964.

Other built structures or plantings

40. No railing, fencing, seating, or structures other than set out above, shall be built or installed around a plot or elsewhere within a cemetery.
41. A person must not plant any tree, shrub, or other vegetation without prior permission from the Council.

Note: Council may cut or remove any vegetation planted in the cemetery, at its discretion.

Adornments

42. Adornments can be placed on the plot for up to one month following an interment.

43. After one month following the interment, adornments must be removed or confined to the concrete beam area.
44. Adornments must not interfere with the proper maintenance of the cemetery or other graves.
45. Items that are breakable or may pose a danger must not be placed on the memorial, plaque, beam, or grassed area of a plot. These include, but are not limited to: glass, alcohol, cigarette lighters, stones, pottery, and crosses or items on stakes pushed into the grassed area.

Note: Council may remove the items listed above and dispose of them. Special items that are removed will be stored and retained for a period of three months to allow time for them to be collected from storage by the owner. After three months they will be disposed of without compensation to the owner.

46. Artificial flowers or arrangements that have faded or deteriorated or have been blown off the plot by the wind, will be disposed of.
47. The use of artificial flowers or arrangements is discouraged but currently still permitted within the confines of a container constructed within the memorial or headstone.

Disinterment

48. The disinterment of a body, or remains of a body, must be conducted in accordance with section 51 of the Burial and Cremation Act 1964.
49. The disinterment must be conducted in the presence of: a Council officer OR a Funeral Director OR a Health Protection Officer OR any other person with prior approval of Council.
50. If a grave is rendered empty due to disinterment, and where there is no valid Exclusive Right of Burial, the plot will revert back to Council and Council will not be liable to make any refund of the cost of that interment plot. Council may then sell or use the plot for future interments.

Poor persons burial and ashes plots

51. Council may permit the interment of a poor person in accordance with section 49 of the Burial and Cremation Act 1964.
52. Confirmation is required from a Justice of Peace or the executor of the persons estate that there are not sufficient funds to pay for the plot or interment fees, and that relatives and friends are unable to pay. Council will pay the contractor fees for the interment.
53. An interment request application must be completed by the funeral director and accompanied by the relevant documentation to confirm inability to pay.
54. Burials will be single-depth and no further interments are permitted in the plot unless the full fee for the plot is first paid.
55. Provision will be made for the interment of poor persons ashes, noting that this plot will not be exclusively for the use of one person. A maximum of eight urns will be interred in each "Poor Person's" Ashes' Plot. If someone comes forward to claim the ashes at a later date, the fee for disinterment must be paid by them. If reinterment is required, all other applicable fees must be paid as well.
56. A simple, small plaque bearing the name, birth and death date of the deceased, is permitted to be placed by the funeral director at their cost, if they wish. Additional plaques from family or friends are not permitted to be placed on a Poor Persons' plot.

57. For burials, if family or friends come forward at a later date and wish to shift the body, they will be invoiced for the cost of the disinterment. If they wish to reinter elsewhere, then they will be invoiced for the cost of a plot, if applicable, and for the interment fee. If they wish the body to remain where it is, in order to place a headstone or memorial on the plot, they will first be required to reimburse Council for the cost of the plot only.
58. For ashes, before interment, each urn should be marked clearly on the outside with the name of the deceased, so that in the event of disinterment the correct ashes can be identified and retrieved. The Sexton, upon burying each urn, will take a photo of the burial spot within the plot to aid in location if required. These photos will be provided to the Council Cemeteries Administrator to save in the database against the plot. If family or friends come forward at a later date and wish to retrieve the urn, they will be invoiced for the cost of disinterment. If they wish to reinter elsewhere, then they will also be invoiced for the cost of an ashes' plot, if applicable, and for the interment fee.

For further information on the rules and the documents referred to in the rules please go to Council's website - <https://www.marlborough.govt.nz/services/cemeteries>

Actions

This section summarises actions referred to in this Plan.

Some actions will be funded through existing budgets and/or staff time, while others are unfunded initiatives requiring consideration in the Long Term Plan or Annual Plan.

No.	Action	Plan reference	Timing
1.	Complete land status processes.	Appendix 1	2026-2027
	a. Apply to vest the control and management of Department of Conservation owned cemeteries at Tuamarina and Seddon in MDC.		
	b. Apply to formally close MDC cemeteries at Renwick and Taylor Pass.		
	c. Apply to classify Fairhall Cemetery as local purpose (cemetery) reserve.		
	d. Complete process to recognise MDC ownership of Omaka Cemetery (via gazette notice).		
2.	Cemetery capacity and demand detailed analysis	Policies 1.6 and 1.7	2027-2028
3.	Work alongside iwi to identify and recognise historical Māori burial sites within Council owned and / or controlled cemeteries.	Policy 3.2	Ongoing
4.	Update website and education tools	Objectives, policies and rules	2026-2029
5.	Cemetery master plan review	Policy 1.2	2029-2032
6.	Cemetery master plan implementation	Policy 1.2	2033+
7.	Cemeteries Management Plan review	Whole plan	2033+

Glossary

beam means a concrete strip that marks plot row and number and in which a memorial or plaque is placed.

built structure includes a vault, a mausoleum and a memorial.

cemetery means any land vested in or under the control of Council from time to time and dedicated as a cemetery.

Council means the Marlborough District Council.

disability-assist dog has the same meaning as in section 2 of the Dog Control Act 1996.

disinterment means the removal of any body or the remains of any body or ashes interred in any cemetery.

exclusive right of burial means a right that may be purchased from Council which grants the purchaser, and his or her assignee, the exclusive right of burial in a designated burial plot for a period of up to 60 years; and

(a) does not create an ownership interest over the designated plot; and

(b) lapses in accordance with section 10 of the Burial and Cremation Act 1964.

grave means the area where the body of a deceased person is, or their ashes are, buried.

interment means the burial or other interment of a body, remains or ashes.

lawn cemetery means a cemetery or part of a cemetery that Council has determined, by resolution publicly notified to be a lawn cemetery.

mausolea are an above-ground burial structure for the deposit of a body, remains or ashes in a specially sealed casket or coffin.

memorial includes a tombstone, headstone, memorial, **memorial ashes walls** or other erection.

natural burial means a burial that has a low environmental impact, including the body not being treated with chemicals or oils that prevent or slow down the decay of the body.

plot includes a burial, ashes or memorial plot.

vault means an underground burial chamber.

Appendix 1 – Cemetery information

Open cemeteries

Fairhall



Land ownership	MDC
Land status/reserve classification	Freehold
Area	8.05ha
Total interments (burial and ashes)	6,972
Legal description	Pt Lot1 DP 4468
Gazette notices	n/a
Services include: • Memorial burial • Lawn burials • Ashes niche wall • Memorial plaque wall • Ashes beams • Family ashes beams • Natural burial area • Tree ashes gardens • Memorial ashes gardens • RSA burial • RSA ashes • Children's burial area • Children's ashes garden • Stillborn memorial area • Muslim beam	

Omaka



Land ownership	Omaka Cemetery Trustees (process to gazette ownership with MDC required)
Land status/reserve classification	Local Purpose (Cemetery) Reserve
Area	6.58ha
Total interments (burial and ashes)	10,344
Legal description	Lot 2 DP 771 Pt Sec 25 Blk III Taylor Pass SD
Gazette notices	NZ Gazette 1982 p336 NZ Gazette 2011 p3588 (reopening)
Services include: • Memorial burial • Lawn burial • RSA burial • Ashes beams • Tree ashes garden • Memorial ashes garden	

Picton

	Land ownership	MDC
	Land status/reserve classification	Local Purpose (Cemetery) Reserve (part) Freehold (part)
	Area	4.6 ha
	Total interments (burial and ashes)	3,137
	Legal description	Lot 1 DP 12271, Pt Sec 573, 574, 575, 576, 577 TN OF Picton, Sec 1178 TN OF Picton
	Gazette notices	NZ Gazette 1983 p495
	Services include: • Memorial burial • Lawn burial • Memorial plaque wall • Ashes beams • Tree ashes gardens • Memorial ashes gardens • RSA burial • RSA ashes • Children's area	

Tuamarina

	Land ownership	Department of Conservation (process to vest in MDC required)
	Land status/reserve classification	Local Purpose (Cemetery) Reserve
	Area	3.30ha
	Total interments (burial and ashes)	925
	Legal description	Lot 1 DP 1442 Sec 122 SO 6146
	Gazette notices	DOC 14070 NZ Gazette 1984 p659
	Services include: • Memorial burial • Lawn burial • Ashes beams	

Seddon/Awatere



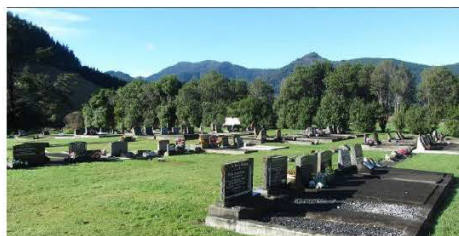
Land ownership	Department of Conservation (process to vest in MDC required)
Land status/reserve classification	Local Purpose (Cemetery) Reserve
Area	2.72ha
Total interments (burial and ashes)	598
Legal description	SEC 9 Blk XIII Clifford Bay SD
Gazette notices	NZ Gazette 1982 p1450
Services include: • Memorial burials • Lawn burials • RSA burials • RSA ashes • Ashes beams	

Havelock



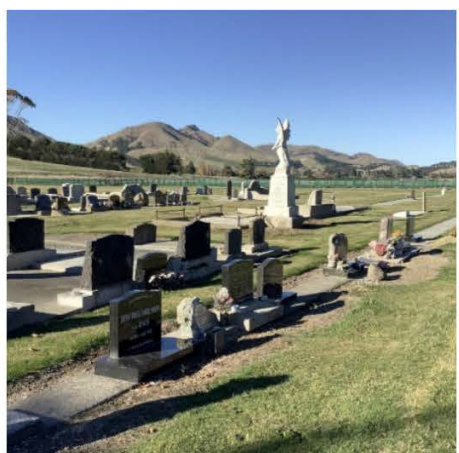
Land ownership	MDC
Land status/reserve classification	Local Purpose (Cemetery) Reserve
Area	1.26ha
Total interments (burial and ashes)	1,412
Legal description	Sec 220 TN of Havelock, Sec 61 TN of Havelock, Sec 62 TN of Havelock
Gazette notices	Marlborough Provincial Gazette 1862 p40 Marlborough Provincial Gazette 1867 p7 NZ Gazette 1982 p1098
Services include: • Memorial burial • Lawn burial • Ashes beams • Tree ashes garden • Memorial ashes garden • RSA burial • RSA ashes • Children's area	

Rai Valley



Land ownership	Department of Conservation (vested in MDC to control and manage)
Land status/reserve classification	Local Purpose (Cemetery) Reserve
Area	8,094m ²
Total interments (burial and ashes)	249
Legal description	SEC 37 Blk I Wakamarina SD
Gazette notices	NZ Gazette 1982 p1642
Services include: • Memorial burials • Lawn burials • RSA burials • Ashes beams	

Ward/Flaxbourne



Land ownership	MDC
Land status/reserve classification	Local Purpose (Cemetery) Reserve
Area	8,094m ²
Total interments (burial and ashes)	199
Legal description	SEC 21 Blk VI Cape Campbell SD
Gazette notices	NZ Gazette 1983 p3386
Services include: • Memorial burials • Lawn burials • Ashes beams	
Maintained by a community organisation	

Closed cemeteries

Cemetery	Location	Land status
Founders/Pioneer	Havelock Street, Renwick	Lot 3 DP 2459 - Freehold
Fairhall Diversion	Old Renwick Road	Gazetted as cemetery (closed) 1980
Taylor Pass	Awatere Valley Road - 8 km from State Highway 1	Lot 1 DP 1402 - Freehold
Ruapeka	State Highway 6 (between Havelock and Canvastown)	Local Purpose (Cemetery) Reserve (closed) Gazette 1964 p 455

Appendix 2 – Strategic and statutory context

Local Government Act 2002

Under the Local Government Act, territorial authorities are required from time to time, to assess the provision of sanitary services, including cemeteries and crematoria. The purpose is to assess the services from a public health perspective, including health risks to communities resulting from an absence or deficiency in the services, the quality of services available and the current and estimated demands for the services.

Reserves Act 1977

Cemeteries commonly have a status of Local Purpose (Cemetery) under the Reserves Act 1977. Most open cemeteries in Marlborough have this classification although Fairhall Cemetery is not classified as a reserve. This classification requires the reserve to be managed in accordance with the Reserves Act 1977. As local purpose reserves do not require a management plan under the Reserves Act 1977, this Plan has not been prepared under that Act.

Resource Management Act 1991 – Marlborough Environment Plan

The Resource Management Act 1991 requires local authorities to sustainably manage the natural and physical resources in their regions and districts. The Marlborough Environment Plan (MEP) provides the local framework for the management of land uses and their environmental impacts.

Five zones apply to open cemeteries: Rural Environment, Coastal Environment, Urban Residential, Open Space 1 and Open Space 2. Three of the closed cemeteries are zoned Rural Environment and one Urban Residential. Designations are in place for all the open cemeteries meaning land use activities may occur without the need for resource consent. Other activities however may require resource consent.

Health Act 1956

The Health Act 1956 sets out obligations for local authorities to improve, promote, and protect public health within its district. Council is empowered to appoint environmental health officers to assess and manage nuisance and create and enforce bylaws to protect public health. Cemeteries are identified as a sanitary work in the Health Act and local authorities may be required by the Minister to provide, alter or extend sanitary works under this legislation.

Heritage New Zealand Pouhere Taonga Act 2014

The Heritage New Zealand Pouhere Taonga Act promotes the identification, protection, preservation, and conservation of the historical and cultural heritage of New Zealand. This may include identifying historic places or areas that have significant heritage values. The legislation restricts modification or destruction of an archaeological site without authority from Heritage New Zealand Pouhere Taonga. Cemeteries can be recognised as a heritage area however no cemeteries have been identified with this status in Marlborough.

Council bylaws

Cemeteries come under the definition of public places used in Council bylaws. Relevant Council bylaws for cemeteries include the Alcohol Control Bylaw 2024, Dog Control Bylaw 2021, Reserves and Other Public Places Bylaw 2017 and Responsible Camping Control Bylaw 2022.

Policy for Implementing Exclusive Right of Burial

Purpose

The Marlborough District Council (the Council) Cemeteries Bylaw 2017, which came into effect on 25 May 2017, contains a provision for exclusive rights of burial. This enables the purchase of burial or ashes plot(s) ahead of the time the actual plot is required for interment. To ensure the management and administration of the purchase of an exclusive right of burial is undertaken in a systematic way, guidance is provided as to how aspects of the bylaw are to be implemented.

Scope

The policy covers the pre-purchase of a burial or ashes plot giving a person an exclusive right of burial in one of the Council's cemeteries as provided for in the Cemeteries Bylaw 2017. The policy also applies to those former reservations enabled by the Council prior to the introduction of the Cemeteries Bylaw 2017.

Definitions

Words used in this policy have the same meaning as defined in the Interpretation section of the Council's Cemeteries Bylaw 2017.

Objective

Provide guidance as to how the Council's Cemeteries Bylaw 2017 in relation to an exclusive right of burial is to be implemented.

Policy

1. Cemeteries where a purchase can occur

- 1.1 The purchase of an exclusive right of burial is available in the following Council administered cemeteries:
- Fairhall
 - Havelock
 - Omaka
 - Picton
 - Rai Valley
 - Seddon
 - Tuamarina
 - Ward

2. Application and fees

- 2.1 In order to purchase an exclusive right of burial, a person must lodge a completed Application for Exclusive Right of Burial form with the Council and pay the prescribed fee as set out in the Council's Schedule of Fees for Cemeteries.
- 2.2 The application fee only relates to the purchase of the exclusive right of burial and administration associated with processing the application. Other fees will be payable at the time of interment.
- 2.3 A Certificate of Exclusive Right of Burial for a plot will be issued with the person's name who is to be interred in that plot and that person becomes the Holder of the exclusive right of burial.
- 2.4 A person cannot be the Holder of more than one exclusive right of burial.

3. Number of plots able to be purchased

- 3.1 Where a person wishes to purchase more than two plots (as provided for the Cemeteries Bylaw 2017), then application must be made to the Council and the following matters will be considered:

- reasons for wanting more than two plots;
- availability of plots in the cemetery;
- anticipated future demand for plots in the cemetery; and
- impact on efficient use and management of the cemetery.

4. Circumstances where purchase may/will not occur

- 4.1 There is no option for purchasing plots in designated natural burial areas except at the time a plot is required and used. At this time the adjoining plot space can be purchased and a Certificate of Exclusive Right of Burial issued in the name of the person on the Application for Exclusive Right of Burial form.
- 4.2 Where the supply of plots is limited, the Council may suspend purchasing of exclusive rights of burial. This suspension applies if space on a beam is limited and applies until a new beam is available for use. It also applies if a particular cemetery is reaching its capacity for additional plots.
- 4.3 An exclusive right of burial cannot be purchased for a burial plot if that burial plot is to be used only for an ashes interment.

5. General matters

- 5.1 When a person purchases a plot, they gain the exclusive right of burial for that plot. This means the Holder has the right to be buried in that plot; this does not mean they own the piece of land on which the plot sits.
- 5.2 The Holder of an exclusive right of burial must comply with any conditions imposed by the Council before a burial may take place.
- 5.3 Exclusive rights of burial may not be on-sold by the Holder of the right to any other party apart from the Council. Only the Council may sell exclusive rights of burial for Council administered cemeteries.
- 5.4 The Holder of an exclusive right of burial may designate an assignee to administer the right of burial if the Holder is no longer able to. This assignee will be considered the primary person able to make decisions regarding the exclusive right of burial if the Holder is deceased or incapacitated. If no assignee is designated or available, the executor of the estate of the Holder will have responsibility for decisions regarding the exclusive right of burial. (The Council may satisfy itself as far as practicable that a person is eligible to make any such decisions.)
- 5.5 The Council will keep records of all exclusive rights of burial granted. Plans and records will be open for inspection by the public at the office of the Council during normal office hours.

6. Duration of burial rights

- 6.1 If after 60 years no burial has taken place in a purchased plot, the exclusive right of burial will revert back to the Council with no entitlement for refund of the original purchase price. The Council may resell the plot to the original Holder in the first instance if no burial has taken place and if the Holder wishes to retain that plot.
- 6.2 If the Holder of the right is unable to be located, then the exclusive right of burial reverts back to the Council in accordance with section 10 of the Burial and Cremation Act 1964 with no right of refund. Such plots may be resold by Council.

7. Transfer of Exclusive Right of Burial

- 7.1 The Holder of an exclusive right of burial may transfer that right to a close relative subject to the approval of the Council and on payment of any prescribed transfer fee.
- 7.2 An assignee or executor of an estate can transfer ownership of an exclusive right of burial, or change the parties named as holding an exclusive right of burial, by completing an Application to Vary an Existing Exclusive Right of Burial form.

8. Unwanted Exclusive Right of Burial

- 8.1 Where the Holder of the exclusive right of burial (or assignee or executor) no longer wishes to use the exclusive right of burial, the Council may at its discretion purchase the right back. This shall be on such terms and conditions as Council thinks fit, provided that the price refunded shall not be less than

the original purchase price. Exclusive rights of burial that have been bought back may be resold by the Council.

9. Existing reservations

- 9.1 The Council has previously operated a reservation system for plots. Some of these plots have been purchased (a secure reservation) while others have simply been 'reserved' with no purchase having occurred. Both types of reservation are to be transferred to the exclusive right of burial system as follows:

Secured Plot

- 9.1.2 The named person of a secured plot will require proof of full purchase of a relevant plot for a Certificate of Exclusive Right of Burial to be issued.
- 9.1.3 Transfers of secured plots are to be completed within 1 year of the named person being notified of the changed system.
- 9.1.4 No fee will be charged for the transfer of a named person of a secured plot to be the Holder of a Certificate of Exclusive Right of Burial.
- 9.1.5 Where a person with a secured plot does not wish to retain the secured plot, the Council may purchase the plot back at the original purchase price.

Reserved Plot

- 9.1.6 Where a named person for a reserved plot wishes to continue to retain the plot, they will be required to complete an Application for Exclusive Right of Burial form and pay the appropriate fees.
- 9.1.7 A Certificate of Exclusive Right of Burial will only be issued when the relevant application process and purchase is completed in full.
- 9.1.8 Transfers of reserved plots are to be completed within 1 year of the named person being notified of the changed system.
- 9.1.9 At the Council's discretion special payment provision may be arranged to pay off the required plot fee.
- 9.1.10 Where a person with a reserved plot does not wish to retain the reserved plot, it will become available for purchase by someone else.

Incomplete Records

- 9.1.11 Where the Council's records show a plot has been reserved or purchased but there are out-of-date or incomplete contact details, the Council will endeavour to find the owner of the reservation. Where this is not possible, the Council may, after 2 years from adoption of this policy, sell the Exclusive Right of Burial for the plot to another person.

8. Road Safety – RideOn Cycle Skills Education Programme

(Clr Stace) (Report prepared by Heather Graham)

R800-005-19

Purpose of Report

1. The purpose of this report is to provide the Committee with background information on Council's RideOn Cycle Skills Education Programme, including its purpose, delivery model, funding arrangements, and outcomes.

RECOMMENDATION

That the information be received.

RideOn Cycle Skills Education Programme

2. Following a recent organisational change, responsibility for the programme has transferred to the Property, Roading and Community Facilities Department. This report reintroduces the programme to the Committee and provides an overview of current operations and Term Two 2026 delivery outcomes.
3. Future reporting on the RideOn programme will be provided through the Infrastructure and Community Facilities Committee Information Pack.

Programme Overview

4. RideOn is a cycle skills education programme delivered in schools to help students develop the skills, knowledge, and confidence to ride a bicycle on the road safely. The programme teaches safe riding practices and road awareness while encouraging active and sustainable transport choices.
5. The programme is delivered in accordance with BikeReady, Waka Kotahi New Zealand Transport Agency's national cycle skills education framework. BikeReady provides a consistent approach to cycling education across New Zealand and is designed to help children, young people, and adults develop the skills and confidence to ride safely and ride more often.

Marlborough Ride on Programme

6. RideOn has operated in Marlborough since 2011 and forms an important component of Council's wider road safety programme. RideOn has grown from its initial delivery of approximately 250 students annually to more than 900 students across the region each year.
7. The programme also delivers ad hoc road safety education sessions to adult groups, including refugee and migrant communities.
8. The programme is jointly funded by the New Zealand Transport Agency and Marlborough District Council.

RideOn team

9. The RideOn team is headed by Sandy Large, RideOn Coordinator, who leads a team of 8 casual on-call staff to deliver to schools. The team is comprised of a group of passionate cyclists, many with an educational background.
10. Over time, as funds became available to support programme delivery, Council has invested in and maintains a dedicated equipment trailer containing bicycles and helmets. This ensures participation is not limited by access to equipment, enabling students without bicycles of their own to take part in training. The maintenance and storage of the trailer is supported through business sponsorship from Fulton Hogan.

Programme Outcomes

11. The programme supports participants to become safer, more confident cyclists while contributing to broader community road safety outcomes. Through practical skills development and real-world riding experience, students gain the knowledge required to ride safely and responsibly both on and off the road. The programme also encourages active transport and helps establish positive road safety behaviours that can continue into adulthood.

Programme Content

12. Grade One (Off-Road Training)

Grade One Cycle Skills Training is typically delivered as a one-day course in a non-traffic environment, such as a school playground.

Training covers:

- Bicycle and helmet safety checks, including legal requirements.
- Basic bike handling, steering, and manoeuvring skills.
- Looking behind while maintaining a straight riding line.
- Correct use of hand signals (stop, left, and right turns).
- Introduction to changing and using gears.

Grade Two (On-Road Training)

Grade Two training provides six hours of instruction delivered on local roads. Training is typically split into two three-hour sessions.

Training covers:

- Demonstrated competency in all Grade One skills.
- Understanding road signs and road rules relevant to cyclists.
- Safe starting and stopping procedures on the roadside.
- Riding safely on roads with other traffic.
- Use of round-a-bouts.
- Passing parked and slow-moving vehicles.
- Left and right turns at controlled and uncontrolled intersections.
- Travelling straight through controlled and uncontrolled intersections.
- Appropriate use of road signals and communication with other road users.

Term 2 2026 Delivery Summary

- 13.

RideOn Programme - Term 2		
School	Programme	Number of Students
Whitney Street	Grade 1 (off Road	92
	Grade 2	62
Havelock	Grade 1 (off Road	29
	Grade 2	23
Redwoodtown	Grade 1 (off Road	93
Richmond View	Grade 1 (off Road	27
	Grade 2	24
Total		350

Summary

14. Participant feedback indicates that the programme is achieving its intended outcomes. Participants described the programme as fun, engaging, and well delivered.

Key outcomes reported by participants include:

- Increased confidence when riding on the road.
- Improved ability to recognise common road hazards and respond appropriately.
- Better understanding of safe and predictable road positioning to remain visible to other road users.
- Increased awareness of safe riding routes to and from school.



Author	Heather Graham, Small Townships Project Manager
Authoriser	Jamie Lyall, Group Manager Property, Roading & Community Facilities

9. Housing for Seniors

(Clr Croad)

D050-001-H01

1. The Minutes of the Housing for Seniors Sub-Committee meeting held on 15 July 2026 are attached for ratification by the Committee.

RECOMMENDATION

That the Minutes of the Housing for Seniors Sub-Committee meeting held on 15 July 2026 be ratified.

**Minutes of a meeting of the
HOUSING FOR SENIORS SUB-COMMITTEE
held in the Council Chambers, 15 Seymour Street, Blenheim
on WEDNESDAY 15 July 2026 commencing at 1.00 pm**

Present:

Cllrs J D N Croad (Chair), D A Dalliessi, B G Dawson, C W M Dawson, B D Stace and Brian Ross (Community Representative)

In Attendance:

Mr J Lyall (Group Manager, Property, Roading and Community Facilities), Ms M Watson and Ms L Coffey (Project & Contract Manager) Mr L van Velthooven and Ms W Harcus (Property Managers, APL Property Blenheim) and Ms N Chauval (Committee Secretary)

Apologies:

No apologies were received.

The Chair welcomed everyone to the meeting and introduced Loren Coffey, who will be covering Maighan Watson's role during her maternity leave. Members then introduced themselves to Loren.

1. Housing for Seniors Sub-Committee – Minutes

Amendment: Date of the Committee meeting to be corrected to 5 March 2026.

Cllrs Croad/B Dawson:

That the Minutes of the Housing for Seniors Sub-Committee meeting held on 5 March 2026 be confirmed as a true and correct record.

Carried

Matters arising:

	Description	Notes
1.	To retender works at 79 Litchfield Street and 27 Burden Street, Blenheim on the open market.	The works were retendered through an open-market process. Eleven expressions of interest were received, resulting in six conforming tenders. Some variation was evident in tenderers' interpretation of the scope and extent of the required work. Three tenders were within a similar price range, and the contract was awarded to Quality Coats.

2. Age Concern - Senior Housing Support Services Report C315-22-158

It was noted that due to the meeting being rescheduled Bobby Houlahan was unable to attend the meeting to speak to the report. Members were advised that Ms Houlahan is happy to attend the November meeting if there is anything specific concerning the report or their services in general that members wish to discuss.

Maighan Watson provided an over view of the report noting that the report was positive with 149 surveys completed, accounting for an 82% response rate.

Included with the report was information collating six years of data identifying trends over time.

It was reported that the satisfaction with the units remains high, and tenants continue to rate APL's service favourably, and almost all tenants reported feeling safe in their units.

The report did highlight that approximately one third of tenants receive some form of support or referrals from Age Concern and family support appears to be trending lower. Neither of these are an immediate concern, but both useful indicators to monitor as the tenant population continues to age.

Overall, there were no significant issues requiring immediate Council attention. Members noted that the report provides assurance of the value and effectiveness of the partnership between Age Concern and APL Property.

**Cllrs Dalliessi/C Dawson:
That the report be received.**

Carried

3. Operational Report

Wendy Marcus noted that the purpose of the report was to provide an operational update on Council's Senior Housing portfolio for the period 1 February to 31 May 2026.

Members were advised that eight new applications were received during the reporting period. The number of applicants actively seeking accommodation has remained steady at 26, while a further 24 applicants have requested to remain on the waitlist but are not yet ready to move.

Nine vacant units were re-tenanted during the reporting period, with four vacancies remaining as at 31 May 2026.

APL Property responded to several tenancy-related matters during the reporting period, including issuing notices to remedy tenancy breaches and a trespass notice to an unauthorised visitor. All matters were managed in accordance with tenancy agreements and legislative requirements.

A total of 161 maintenance work orders were completed during the reporting period. Planned maintenance projects, including exterior repainting, kitchen upgrades are progressing; however some of the larger projects will now be completed during the 2026/27 financial year.

Members were advised that annual inspections have been completed, with no major issues identified. However, older units are requiring increasing levels of maintenance. During discussion, it was noted that a programme is currently underway to replace a number of ranch sliders in each complex, as these are becoming more maintenance-intensive over time. Consideration is being given to accelerating this programme and undertaking replacements on a complex-by-complex basis, as the sliders are beginning to fail more frequently.

**Cllrs B Dawson/Stace:
That the information be received.**

Carried

4. Financial Report – 11-month period, to 31 May 2026

Maighan Watson noted the purpose of the report was to provide an update on the financial position of the Senior Housing portfolio for the eleven-month period ending 31 May 2026.

It was reported that the overall the portfolio remains in a sound financial position. The rental income is sitting within 1% of budget. Operating expenditure was below budget, resulting in a forecast operating surplus of approximately \$65,000. The primary reason for this is the timing of planned maintenance works rather than any reduction in scope or level of maintenance being undertaken.

It was noted there had been some discussion, at the previous meeting, around the recurring underspend in repairs and maintenance, the report now provides some clarity on this. Members were advised that the repairs and maintenance budget covers reactive maintenance and end-of-tenancy refurbishments, while planned maintenance projects are programmed separately by APL each year. Several larger planned maintenance projects, including painting at Litchfield Street and Burden Street and kitchen replacements at High Street, were recently scoped and tendered but will now be completed in the next financial year. As this expenditure had not yet occurred, it contributed to the reported underspend.

Cllrs Croad/Stace:
That the information be received.

Carried

5. Tenant Representative Report

Members noted that there were no written reports or matters received from Council's Senior Housing tenants or the Tenants' Representative during the reporting period.

Brian Ross acknowledged the report from Age Concern and noted that it reflects the high level of trust that has been established between Council, its senior housing tenants, and the tenant group over many years. He commented that this strong relationship is a positive outcome and recognised the significant contribution of APL, particularly Wendy Harcus, whose ongoing work and support for tenants continues to be invaluable.

Cllrs Croad/B Dawson:
That the information be received.

Carried

6. General Business

6.1 No items of general business.

7. Decision to Conduct Business with the Public Excluded

-

Cllrs Croad/Dalliessi:
That the public be excluded from the following parts of the proceedings of this meeting, namely:

- **Confirmation of Public Excluded Minutes**
- **Andrew Place**
- **Review Information**

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

Carried

The meeting closed at 2.09 pm

Record No. 26155571

10. Road Naming Sub-Committee

(Clr Sowman)

R800-007-06-07

1. The Minutes of the Road Naming Sub-Committee meeting held on 15 July 2026 are **attached** for ratification by the Committee.

RECOMMENDATION

That the Minutes of the Road Naming Sub-Committee meeting held on 15 July 2026 be ratified.

**Report from the ROAD NAMING SUB- COMMITTEE held in the
Committee Room, District Council Administration Building,
Seymour Street, Blenheim on WEDNESDAY, 15 JULY 2026 at 1.00 pm**

Present

Clsr Thelma Sowman (Chair), Brian Dawson and Cyril Dawson and Ms Dawn McConnell (Iwi Representative)

In Attendance

Belinda Darrell (Road Name and Addressing Co-ordinator), Gina Ferguson (Group Manager Consents & Compliance), Anna Davidson (Resource Consents Manager) and Nicole Chauval (Committee Secretary)

Apologies

No apologies were received.

1. Road Naming Sub-Committee

The minutes of the Road Naming Sub-Committee meeting held on 23 April 2026 were presented for ratification by the Committee.

Clr B Dawson/Ms D McConnell:

That the Minutes of the Road Naming Sub-Committee meeting held on 23 April 2026 be confirmed as a true and correct record.

Carried

No matters arising

Actions

	Description	Notes
1.	A copy of the Road Naming and Addressing Policy be provided to Clr Arbuckle	Completed

Note: The order of the agenda was altered at this point of the meeting and the following Item 3 was heard ahead of Item 2.

2. Water Addressing

R800-007-06-08

Belinda Darrell spoke to the report and provided an update on the implementation of Water Addressing in the Marlborough Sounds, which went live on 13 April 2026. The Committee was advised that 430 applications had been received to date, with 171 applications processed.

Members were advised that a technical issue relating to localities within the Technology One system had impacted address processing; however, this issue has now been resolved. Following discussions with Land Information New Zealand (LINZ), a dedicated full-time LINZ staff member has been assigned to support the project, resulting in a significant improvement in the processing of applications and the resolution of outstanding issues.

It was reported that there is one bay in the Lochmara Bay / Karamu Bay area that requires official recognition and naming. The bay name is widely used and recognised by local residents, but the formal approval process sits with LINZ. Property owners continue to be updated as progress is made.

Members were advised that, due to the high volume of applications being received, communications have been issued to manage customer expectations regarding extended processing timeframes. This included media releases prepared by Council's Communications Team, information published on Council's website, and automated responses from the addressing inbox advising applicants of delays.

3. Decision to Conduct Business with the Public Excluded

Clr Sowman/Ms McConnell

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

- Water Addressing

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
Water Addressing	In order to protect the privacy of natural persons, as provided for under Section 7(2)(a).	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

Clrs Sowman/B Dawson:

That the report be received.

Carried

4. Road Naming and Addressing Policy Review

R800-007-06-00

The Sub-Committee considered the review of the Road Naming and Addressing Policy and received a report outlining proposed updates to improve clarity, consistency and alignment with legislative requirements and national addressing standards. Members noted the feedback received from Rangitāne, Ngāti Kuia and Te Ātiawa Trust and discussed the extent to which the policy should reflect current consultation practices with iwi.

Discussion focused on the consultation provisions within the policy, particularly section 8.4 (3) Members were advised that, while the current policy only requires consultation in certain circumstances, Council's existing practice is to consult with relevant iwi, emergency services, LINZ and other affected parties on all road naming proposals. Members expressed support for aligning the policy with current practice to provide greater certainty and consistency. It was agreed that the wording in section 8.4 (3) should be amended by removing the words "where required" so that the policy states that Council will consult with the relevant parties on all applications.

Members considered the submissions seeking broader and earlier iwi involvement in the road naming process. It was noted that a number of the requested changes reflected practices already undertaken by Council, including providing opportunities for iwi feedback on proposals. Members acknowledged the value of iwi engagement and recognised that consultation should continue to be undertaken by Council rather than placing additional responsibility on applicants. Concern was expressed that requiring applicants to undertake formal consultation before lodging applications could create unnecessary barriers and delays for development projects.

The Sub-Committee discussed requests to elevate the role of tangata whenua within the policy and to prioritise traditional Māori place names. Members noted that the policy already encourages culturally appropriate naming and provides opportunities for iwi input through the consultation process. It was noted that developers are routinely encouraged to engage with iwi and are provided with relevant contact information when considering naming proposals.

Members also considered comments regarding definitions within the policy, including the term “mana whenua / tangata whenua”. It was agreed that adding a definition to assist interpretation would be beneficial and should be considered as part of the policy refinement process.

The introduction of a new objection handling framework generated discussion. Members sought clarification on how objections would be managed in practice, including timeframes, decision-making responsibilities and potential implications for applicants and developments. It was reported that there had been limited formal guidance within the previous policy and that the proposed provision had been included in response to current issues. As legal advice was still being sought, it was agreed that officers would discuss the matter further with Council’s legal team and return to the Sub-Committee with recommendations on whether the objection handling section should be retained, amended or expanded.

Members considered the submissions that referred to Te Tiriti o Waitangi, the Together Te Taihū Partnership Agreement, cultural appropriateness, dispute resolution processes and the recognition of traditional Māori place names. It was noted that many of these matters were already addressed through existing consultation processes or sat within broader Council frameworks and legislation. Members generally supported retaining the operational focus of the policy while ensuring consultation processes remained robust and transparent.

The Sub-Committee concluded that, subject to the agreed amendment to section 8.4 (3) and further advice on the objection handling provisions, the revised policy generally reflected current practice and provided an appropriate framework for road naming and addressing decisions. Final adoption of the policy was deferred pending discussion with Council’s legal team and further work on the objection process and incorporation of the agreed amendments.

Ms McConnell/Clr C Dawson

That the paper lie on the table pending follow-up on matters raised, and that an amended policy be presented to a future meeting of the Road Naming Sub-Committee.

Carried

5. General Business/Updates

- 5.1 Kōtare Lane – It was reported that installation of the road sign was still pending. Once the sign has been installed and updated photographs are obtained, the information will be provided to Google and the road will go live on its mapping services.
- 5.2 Eighth Lane Naming (Matthews Family) – The relevant information had been forwarded to Clr Sally Arbuckle, waiting on a response. Belinda Darrell to follow-up and provide an update at the next meeting.

ATTENDANCE: Gina Ferguson withdrew from the meeting at 9.58 am at the conclusion of the above point.

5.3 Road Sign - 'McConnell Drive' road sign has not been reinstalled. No further action required.

5.4 Peninsula Road - It was reported that the proposed road name for Peninsula Road is Emms Lane. Feedback received indicated that iwi are not in favour of the proposed name's description and have put forward an alternative name suggestion. Further discussions will be held with Rangitāne o Wairau and Ngāti Toa, and a report will be presented to a future meeting of the Sub-Committee.

It was noted that Council and the applicants have followed the requirements of the current policy. Once the consultation period closes on 20 August, all submissions and comments will be provided to the applicants for consideration. Under the policy, the applicants may choose to amend the proposed name, or the Sub-Committee may determine an alternative name if considered appropriate.

5.5 Rangitāne o Wairau LTP/AP Submission – Road Sign Macrons and Spelling - Belinda Darrell to contact Corey Hebbard to discuss and a report to be provided at a future Sub-Committee meeting.

The meeting concluded at 10.24 am

Actions

	Description	Person Responsible	Date to Action
1.	Road Naming and Addressing Policy Review – discuss with Council's legal team and make noted amendments	Belinda Darrell	As soon as practical
2.	Follow-up with Cllr Arbuckle on Matthews Family Road/Sign name	Belinda Darrell	As soon as practical
3.	Peninsula Road - discuss with Rangitāne o Wairau and provide a report to a future Sub-Committee meeting	Belinda Darrell	As soon as practical
4.	Rangitāne o Wairau Submission – contact Corey Hebbard to discuss	Belinda Darrell	As soon as practical

11. Information Package

RECOMMENDATION

That the Infrastructure & Community Facilities Information Package dated 13 August 2026 be received and noted.

12. Decision to Conduct Business with the Public Excluded

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

- Sub-Committee Reports (Public Excluded Sections)

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
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