

Notice is given that an ordinary meeting of the Saxton Field Committee will be held on:

Date: **Tuesday 8 August 2023**
Time: **9:30am**
Meeting Room: **Saxton Netball Pavilion,**
Venue: **Stoke, Nelson**
Zoom conference link: <https://us02web.zoom.us/j/83160780368?pwd=dU80YU5YVII3QmNQbVdqaVBhUWhvQT09>

Meeting ID: 831 6078 0368
Meeting Passcode: 286939

Saxton Field Committee

Komiti Whenua Saxton

AGENDA

MEMBERSHIP

Independent Chair

Mr D Shaw

Members

Tasman District Council

Nelson City Council

Cr J Ellis

Cr C Rollo

Cr B Maru

Cr T Skinner

(Quorum 3 members)

Contact Telephone: 03 543 7656

Email: kathy.ktori@tasman.govt.nz

Website: www.tasman.govt.nz

AGENDA

1 OPENING, WELCOME, KARAKIA TIMATANGA

2 APOLOGIES AND LEAVE OF ABSENCE

Recommendation

That apologies be accepted.

3 PUBLIC FORUM

Registration is required to speak at public forum. You can register [here](#)

4 DECLARATIONS OF INTEREST

5 LATE ITEMS

6 CONFIRMATION OF [MINUTES](#)

That the minutes of the Saxton Field Committee meeting held on Tuesday, 2 May 2023, be confirmed as a true and correct record of the meeting.

7 PRESENTATIONS

Nil

8 REPORTS

8.1 Saxton Field Activity Report.....6

8.2 Proposed Saxton Field Capital Works Programme for consultation through the Long Term Plan 2024-349

9 CONFIDENTIAL SESSION

Nil

8 KARAKIA WHAKAMUTUNGA (CLOSING)

8 REPORTS

8.1 SAXTON FIELD ACTIVITY REPORT

Information Only - No Decision Required

Report To:	Saxton Field Committee
Meeting Date:	8 August 2023
Report Author:	Grant Reburn, Reserves and Facilities Manager
Report Authorisers:	Richard Kirby, Group Manager - Community Infrastructure
Report Number:	RSFC23-08-1

1. Summary / Te Tuhinga Whakarāpoto

- 1.1 This report updates the Committee on Saxton Field capital projects for 2022/2023, other operation activities and events. It is provided to each Committee meeting to inform the Committee of progress and issues identified and to ensure the Committee is kept up to date about activities at Saxton Field.

2. Recommendation/s / Ngā Tūhunga

That the Saxton Field Committee

- receives the Saxton Field Activity Report

3. Purpose of the Report

- 3.1 The purpose of this report is to provide the Committee with an update on capital projects and operational activities at Saxton Field as well as events.

The report also proposes a schedule of development projects and a development plan to be included in the council's Long Term Plans 2024-34 for endorsement by the committee and subsequent presentation with each council.

4. Capital Projects

4.1 Champion Road Footpath

Fulton Hogan have completed this project. Minor changes were made to the original design and it has come out on budget.

4.2 Sand Storage Shed

Pricing has been received to complete a new storage shed consisting of three bays, 8m x 4m to store enough sand for the required annual renovation of Saxton Oval and renovations throughout the year. Sand is currently deposited in the carpark, must be used up and cannot be stored.

4.3 Wayfinding

Designs have been finalised and contractors are underway with the installation.

4.4 Website

The Saxton Field Website www.saxtonfield.co.nz is live and marketing has now started. Data collection has started.

4.5 Saxton Oval

Work is still on track to have the fibre connection completed for the start of the cricket season.

To ensure that monitoring of the entryways to changing rooms at Saxton Oval meets the requirements of Cricket NZ two further CCTV cameras are to be installed.

4.6 Path Development

The next path to be developed is a 2m wide gravel path running behind archery, softball and hockey to connect the carpark off Saxton Road East to the footpath along the Saxton Stream. Will look to complete this in Spring.

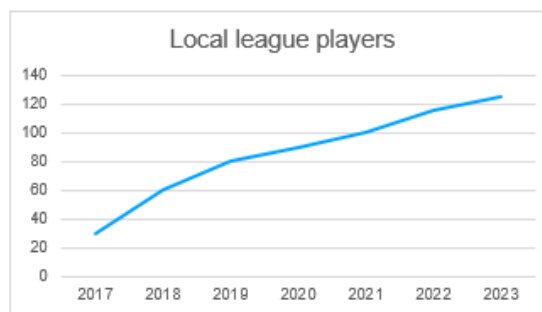
4.7 Radio New Zealand Mast

Negotiations continue around the purchase of the Radio New Zealand land.

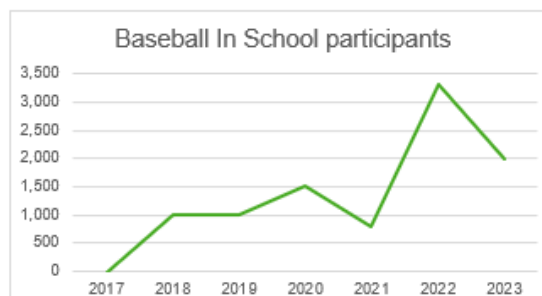
4.8 Baseball

A senior baseball diamond is shown in several areas on the Saxton Field Development Plan yet has not previously been included in the budgets. The Nelson Heat Club was established in 2016 and baseball is one of the fastest growing sports at Saxton Field. Investigation is underway around the location and design of a senior diamond.

Season	Local league players	Baseball In School participant
2017	30	0
2018	60	1,000
2019	80	1,000
2020	90	1,500
2021	100	800
2022	115	3,300
2023	125	2,000
2024		



Season	Baseball In School participant
2017	0
2018	1,000
2019	1,000
2020	1,500
2021	800
2022	3,300
2023	2,000



5. Operational Activity

5.1 Irrigation

Work was completed to upgrade a backflow preventor and provide water for irrigation to Champion Green.

Vandalism

- 5.2 Damage continues around the Avery Field Pavilion.

6. Events

Cricket

- 6.1 Nelson will host three international matches in the 2023/24 home season, starting with the BLACKCAPS playing a One-Day International against Bangladesh.
- 6.2 Wednesday 20 December will be the first ODI at Saxton Oval for five years — and the match will be a potential Series decider as the second fixture in a three-match Series.
- 6.3 March 2024 New Zealand's WHITE FERNS are looking forward to touching down in Nelson as they play England, on Friday 22 and Sunday 24 March 2024

Ballgown Bonanza, Thursday 27th July

- 6.4 A chance to grab a second hand ball gown.

My Time, My Life, July and August dates.

- 6.5 Opportunities for people to find out about hobbies and connect with likeminded people

Nelson Half Marathon, November 5th.

- 6.6 A variety of distances available, 10km, 5km and 2.5km fun run and walk.

Hockey Tournaments

July 29-30 – Gladstone Cup & Pope Shield Sr. Womens

August 3-4 – TSSC Hockey Tournament

August 28 – September 1 – HNZ SS Johnson Cup & Audrey Timlin Memorial

September 12 – Year 3 & 4 Tasman Region

September 19 – Year 5 & 6 Tasman Region

7. Activity Management Plan

- 7.1 A draft AMP has been prepared and will be tabled at the meeting.

8. Attachments / Tuhinga tāpiri

Nil

8.2 PROPOSED SAXTON FIELD CAPITAL WORKS PROGRAMME FOR CONSULTATION THROUGH THE LONG TERM PLAN 2024-34

Decision Required

Report To:	Saxton Field Committee
Meeting Date:	8 August 2023
Report Author:	Grant Reburn, Reserves and Facilities Manager
Report Authorisers:	Richard Kirby, Group Manager - Community Infrastructure
Report Number:	RSFC23-08-2

1. Purpose of the Report / Te Take mō te Pūrongo

- 1.1 To provide the Committee with the opportunity to input into the proposed capital works programme for Saxton Field to be consulted on through both the Nelson City Council (NCC) and Tasman District Council (TDC) Long Term Plan 2024-2034 processes, and to request that the Committee recommends the capital works programme agreed at the meeting be adopted by the two Councils for incorporation into their draft budgets as part of the Councils' Long Term Plan 2024-2034 processes.

2. Recommendation/s / Ngā Tūtohunga

That the Saxton Field Committee1. ***Receives the report Proposed Saxton Field Capital Works Programme for consultation through the Long Term Plan 2024-34 (Error! No document variable supplied.) and its attachment (196698121-50136).***

That the Tasman District Council and Nelson City Council

- 1, ***Adopt the proposed capital works programme for Saxton Field contained in Attachment 1 to Report R27843 (196698121-50136) for incorporation into each Council's draft budgets as part of the Long Term Plan 2024-2034 processes, with the following amendments:***
- a. _____; and
- b. _____; and
- c. _____; and
2. ***Delegate responsibility for agreeing to any amendments to the budget values resulting from further cost analysis to the Councils' Group Managers (Group Manager Community Services at NCC and Group Manager Community Infrastructure at TDC).***

3. Background / Horopaki

- 3.1 Both the TDC and NCC are currently preparing the budgets and activity management plans which will feed into the Long Term Plans (LTPs) for the 10 year period from 2024-2034. Both

Councils will be consulting on their LTPs 2024-2034 in March/April 2024, with adoption of the final plans by 30 June 2024.

- 3.2 Staff from both Councils have been working together to prepare a draft list of Saxton Field capital works projects (including renewals) for consideration by the Committee and the Councils and then inclusion in draft budgets for the two Councils' LTPs.
- 3.3 A workshop was held with the Committee on 17 July 2023 where draft capital budgets were presented and guidance sought on priorities.

Proposed capital budgets

- 3.4 The figures shown in Appendix 1 are the estimated total project cost, which is split 50/50 between the two Councils. Projects directly benefitting a particular group would generally expect a 20% contribution towards the capital cost from that group.
- 3.5 Typically, each project is led by the Council whose land the work sits on; for example, a project on TDC land will be led by TDC officers and will be shown as a capital item in that LTP, with a corresponding income line for the 50% NCC contribution. The NCC LTP would budget for an opex grant of 50% of the project value.
- 3.6 The following graph shows the proposed budget distribution over the ten years 2024-34.

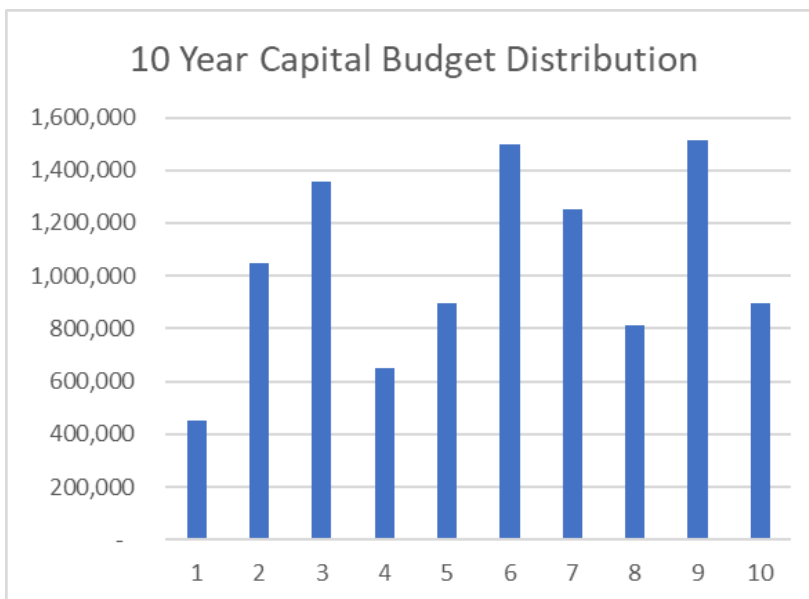


Figure 1 Proposed capital budget distribution Years 1-10 (2024-2034)

- 3.7 Officers have refined the budgets following feedback received at the 17 July 2023 workshop. Commentary is provided below on the more notable projects/changes since the 2021 LTPs.

Saxton Stadium basketball hoop renewals

- 3.8 A business case was completed that recommended replacement of the floor mounted hoops with ceiling/wall mounted hoops. This was based on a more favourable whole of life cost due to the time saved on setup/pack down and reduced floor damage.
- 3.9 Budget was included in the 2021-31 LTP but subsequent detailed design revealed issues with the ability of the stadium to support the hoops, and the project was deferred. Increased budget is included in this AMP for the hoops based on an improved design, which would be undertaken subject to an updated business case.

Baseball diamond

3.10 Funding has been included in the later years of the AMP for a synthetic baseball diamond on the land currently owned by Radio NZ land. In the interim a bare-soil diamond is planned to be formalised on Champion Green in Year 1 of the plan, together with nylon fencing.

Play/skate facilities

3.11 Following consideration by the Committee of an earlier presentation by Skate Nelson Bays (SNB), direction was provided at the workshop that budget in the 2024-34 AMP should be retained for play facilities, with a focus on all-abilities play. In the meantime, officers will continue to explore options both within and outside of Saxton Field for additional skate facilities, and work with SNB on location and funding opportunities.

Saxton Oval media towers

3.12 Following consideration by the Committee of an earlier presentation by Nelson Cricket, direction was provided at the workshop that budget in the 2024-34 AMP should be retained at the same level and timing as the 2021-31 AMP.

Cross country running trestles

3.13 This budget (\$24,147 in 2028/29) has been removed from the 2024-34 AMP due to the item being considered a lower priority and something that could be fundraised for by Athletics should the need arise.

Flood lighting for concert safety

3.14 This budget (\$24,147 in 2028/29 and \$248,474 in 2029/30) has been removed from the 2024-34 AMP due to the item being considered a lower priority.

Renewals

3.15 A number of additional renewal lines have been included for furniture, services, signs, IT hardware, hard surfaces and minor assets.

Changes to budgets presented to workshop

3.16 Officers note the following changes which have been made to the budgets following further investigation subsequent to the workshop.

- Hard surface renewals in Year 10 increased to \$700k;
- Harakeke Green irrigation and subsurface drainage construction cost estimate increased to \$450k;
- Substantive funding for synthetic baseball diamond deferred to Year 9 (funding interim diamond included in Year 1);
- Second year of funding for the outdoor basketball court and landscaping in front of Saxton Stadium brought forward to Year 4 to enable completion as one project;
- Saxton Stadium lighting renewals move to Year 2 and netball surface renewal moved to Year 4 (to help smooth budgets).

4. Options

There are three broad options available to the Committee, with Option 1 recommended.

Option 1

- 4.1 Agree to the list of proposed projects in Attachment 1 to go forward into the two Councils' upcoming Long Term Plan consultation processes.
- 4.2 This option would be appropriate if the Committee considers that staff have identified the correct list of potential projects for inclusion in the upcoming Long Term Plans and if the list is prioritised appropriately. The list would then be recommended through to the two Councils for consideration prior to incorporation in the draft budgets for the Long Term Plan and in the relevant activity/asset management plans. This option would not be appropriate if the Committee considers that changes are needed to the list of projects and the priorities accorded to the projects.

Option 2

- 4.3 Amend the list of proposed projects in Attachment 1 to go forward into the two Councils upcoming Long Term Plans.
- 4.4 This option is a variation of Option 1 above. It would be appropriate if the Committee considers that staff have generally identified the correct list of potential projects for inclusion in the upcoming Long Term Plans and if the list is largely prioritised appropriately. The Committee could make any amendments it considers are needed during the meeting. Staff would then amend the list, which would subsequently be recommended through to the two Councils for consideration prior to incorporation in the draft budgets for the Long Term Plan and in the relevant activity/asset management plans. This option would not be appropriate if the Committee considers that major changes are needed to the list of projects and the priorities accorded to the projects.

Option 3

- 4.5 Do not adopt the list of proposed projects in Attachment 1 and defer the matter to a later meeting.
- 4.6 This option would be appropriate if the Committee considers that staff have not generally identified the correct list of potential projects for inclusion in the upcoming Long Term Plans and/or if the list is not largely prioritised appropriately. If the Committee adopts this option, staff would like an indication of the major changes the Committee seeks to enable preparation of a report for a subsequent meeting. An extra meeting would need to be scheduled prior to the November meeting to reduce delay.

Option 1: agree to the list of proposed projects in Attachment 1 to go forward into the two Councils upcoming Long Term Plan processes (recommended option)	
Advantages	<ul style="list-style-type: none"> • This option has the advantage of enabling input into the Long Term Plan draft budgets in a timely manner.

Risks and Disadvantages	<ul style="list-style-type: none"> No disadvantages providing the Committee considers that staff have identified an appropriately prioritised list of proposed projects for inclusion in the upcoming Long Term Plans.
Option 2: amend the list of proposed projects in Attachment 1 to go forward into the two Councils upcoming Long Term Plans	
Advantages	<ul style="list-style-type: none"> This option has the advantage of enabling input into the Long Term Plan draft budgets in a timely manner. It also enables Committee members to amend the list of projects, as needed.
Risks and Disadvantages	<ul style="list-style-type: none"> No disadvantages providing the Committee considers that staff have generally identified an appropriately prioritised list of potential projects for inclusion in the upcoming Long Term Plans.
Option 3: do not adopt the list of proposed projects in Attachment 1 and defer the matter to a later meeting	
Advantages	<ul style="list-style-type: none"> This option has the advantage of enabling more time for the Committee to consider the range of potential projects for inclusion in the draft budgets for the Long Term Plans.
Risks and Disadvantages	<ul style="list-style-type: none"> This option has the disadvantage of delaying the budgets going into both Councils Long Term Plan processes, which are now well underway.

5. Important considerations for decision making

5.1 Fit with Purpose of Local Government

5.2 This activity fits with the purpose of local government to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

6. Consistency with Community Outcomes and Council Policy

6.1 The proposed budgets will be included in the Councils' draft Long Term Plans for consultation with the community. The proposals contained in this report align with the both Councils community outcomes, particularly:

- Our communities have access to a range of social, educational and recreational facilities and activities;
- Our infrastructure is efficient, cost effective and meets current and future needs;
- Our Council provides leadership and fosters partnerships, a regional perspective, and community engagement; and

6.2 Our communities are healthy, safe, inclusive and resilient.

7. Risk

The key risks include:

- 7.1 That the most important projects for the community have not been identified. This risk has been mitigated through a range of staff being involved in the process of identifying and prioritising the projects and through the Committee's input. The Long Term Plan public consultation process will also help to identify any projects that may be missing.
- 7.2 That renewal of existing infrastructure is needed either before or after it is budgeted for. This risk can be mitigated by the opportunity to move projects through Annual Plan processes. Also, the Long Term Plan will be reviewed again in three years and the condition of existing assets will be reassessed at that time
- 7.3 That the budgets identified for the projects are insufficient to complete the work required. The budgets for the projects in the first three years are robust and the projects after these years will be reviewed again through the Long Term Plan 2024-2034 process. The recommendations provide for Group Managers to make amendments should further information become available.
- 7.4 That the two Councils will not agree on the capital works programme. The joint committee process will help mitigate this.

8. Financial Impact

- 8.1 The proposed projects will be included in the Councils' draft Long Term Plans for consultation with the community. These budgets have been included in each Council's draft estimates for Council-wide purposes, e.g. to enable assessment against debt caps etc.

9. Degree of significance and level of engagement

- 9.1 Staff consider that the overall level of significance of the decisions being sought in this report, is moderate. The purpose of the decision is to enable the proposed projects to go into the two Councils draft budgets for the Long Term Plans and ultimately future public consultation and engagement. Consultation is, therefore, not required prior to making this decision.

10. Climate Impact

- 10.1 Climate change impact will be considered through both Councils' Long Term Plan and business case processes.

11. Inclusion of Māori

11. No engagement with Māori has been undertaken in preparing this report.

12. Delegations

The Saxton Field Committee has the following delegations to consider the proposed Saxton Field Capital Works Programme.

Areas of Responsibility:

- *Capital development of Saxton Field*

Delegations:

Powers to Recommend (if applicable):

- *Future capital works programmes*

13. Attachments / Tuhinga tāpiri

1. Proposed Saxton Field AMP Capital Budgets 8 Aug 2023

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Attachment 1 - Proposed Saxton Field AMP capital budgets 8Aug2023

Area	Project	Asset Owner	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	10 year total
			Y1	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9	Y10	2024-34
Saxton Oval	Saxton Oval Pavilion Renewals	NCC	3,383	3,383	3,383	30,000	3,383	3,383	3,383	50,000	3,383	3,383	107,062
Saxton Oval	Saxton Oval Pavilion - IT renewals	NCC					37,950					41,745	79,695
Saxton Stadium	Saxton Stadium Renewals	NCC	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	57,000	27,000	300,000
Saxton Stadium	Saxton Stadium - basketball hoops	NCC	25,000	10,000	580,000								615,000
Saxton Stadium	Saxton Stadium IT hardware renewals	NCC		16,500					18,150				34,650
Saxton Stadium	Saxton Stadium - seating renewal	NCC		20,000						30,000			50,000
Saxton Stadium	Saxton Stadium - Lighting renewal	NCC	5,000	100,000									105,000
Saxton Field	Hard surface renewals	NCC						211,356		200,000		700,000	1,111,356
Saxton Field	Netball surface renewal	NCC				211,356							211,356
Saxton Field	Renewal Saxton hockey turf #1	NCC				31,703	422,712						454,415
Saxton Field	Renewal Saxton hockey turf #2	NCC	52,839		422,712								475,551
Saxton Field	Renewals: Athletics Track	NCC				21,136	369,873						391,009
Saxton Field	Saxton Oval surface renewal	NCC				20,000		288,400					308,400
Saxton Field	Saxton Oval cricket block renewal	NCC						105,678					105,678
Saxton Field	Renewals - drainage	NCC				5,000				400,000			405,000
Saxton Field	Lighting renewals - street lights	NCC				30,000			30,000			30,000	90,000
Saxton Field	Renewals: Furniture	NCC				50,000							50,000
Saxton Field	Renewals: Services	NCC			50,000								50,000
Saxton Field	Renewal: Minor assets	NCC							50,000				50,000
Saxton Field	Renewal: Signs	NCC										20,000	20,000
Saxton Field	IT hardware renewals	NCC		15,000									15,000
Saxton Field	Saxton Field General Development	NCC	15,852	15,852	15,852	15,852	15,852	15,852	15,852	15,852	15,852	15,852	158,517
Saxton Field	Accessibility	NCC		21,136		21,136		21,136		21,136		21,136	105,678
Saxton Field	Saxton Entrance development	NCC	105,678										105,678
Saxton Field	Tree planting	NCC	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	50,000
Saxton Field	Walkways/cycleways - new	NCC		150,000		150,000		150,000					450,000
Saxton Field	Play facilities	NCC	20,000	211,356			15,000	250,000					496,356
Saxton Field	Saxton Oval Media tower	NCC	26,420					316,805					343,225
Saxton Field	Harakeke Green irrigation and subsurface drainage	NCC		450,000									450,000
Saxton Field	Harakeke Green car park and paths	NCC						105,678	1,100,000				1,205,678
Saxton Field	Harakeke Green cricket wicket blocks	NCC			52,839								52,839
Saxton Field	Harakeke Green toilets and pavilion	NCC								84,542	29,907		114,449
Saxton Field	Champion Green - pavilion	TDC							52,839	542,445			595,284
Saxton Field	Outdoor basketball court and landscaping in front of stadium	NCC			50,000	30,000							80,000
Saxton Field	Irrigation - Bells Island wastewater	NCC	15,000		150,000								165,000
Saxton Field	Baseball diamond	TDC	150,000							10,000	807,000		967,000
	Total		451,171	1,045,226	1,356,785	648,182	896,769	1,500,287	1,249,384	811,826	1,515,222	894,022	10,368,876

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