

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

**Date:** Monday 16 October 2017  
**Time:** 3.00 pm  
**Meeting Room:** Saxton Netball Pavilion  
**Venue:** Stoke  
Nelson

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## Saxton Field Committee

### AGENDA

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#### MEMBERSHIP

**Independent Chair**

Judene Edgar

**Tasman District Council**

Cr Tim King

Cr Kit Maling

**Nelson City Council**

Cr Tim Skinner

Cr Gaile Noonan

(Quorum 3 members)

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## **AGENDA**

- 1 OPENING, WELCOME**
- 2 APOLOGIES AND LEAVE OF ABSENCE**

**Recommendation**

**That apologies be accepted.**

- 3 PUBLIC FORUM**
- 4 DECLARATIONS OF INTEREST**
- 5 LATE ITEMS**
- 6 CONFIRMATION OF MINUTES**

**That the minutes of the Saxton Field Committee meeting held on Wednesday, 30 August 2017, be confirmed as a true and correct record of the meeting.**

- 7 PRESENTATIONS**

Nil

- 8 REPORTS**

- 8.1 Saxton Field to Champion Road Link..... 5
- 8.2 Update on Saxton Field Capital Projects ..... 13

**PLEASE NOTE:**

**This meeting will be followed by a Committee and Staff only workshop.**



## 8 REPORTS

### 8.1 SAXTON FIELD TO CHAMPION ROAD LINK.

Decision Required

<b>Report To:</b>	Saxton Field Committee
<b>Meeting Date:</b>	16 October 2017
<b>Report Author:</b>	Shane Davies, Manager Capital Projects, Nelson City Council
<b>Report Number:</b>	SFC17-10-01

#### 1 Summary

- 1.1 The purpose of this report is to inform the Committee of the design and construction implications of delaying Stage 2 of the Saxton Field to Champion Road Link.
- 1.2 To recommend and approve a change in the timing of works.
- 1.3 Please refer to the attached report (Attachment 1) from Nelson City Council.

#### 2 Draft Resolution

**That the Saxton Field Committee**

- 1. receives the report Saxton Field to Champion Road Link Report SFC17-10-01 and its attachment R8482; and**
- 2. notes the design and construction implications of delaying stage 2 of the Saxton Field to Champion Road Link; and**
- 3. approves that the construction of stage 2 of the Saxton Field to Champion Road Link immediately follows stage 1 in the 2018/19 financial year and recommends to both Councils that provision be included in each Council's Long Term Plan to reflect this; and**
- 4. notes that construction of the Champion Green Facility work will need to occur in future years following the completion of both stages of the Saxton Field to Champion Road Link.**

#### 3 Attachments

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| 1. Nelson City Council Report R8482 - Saxton Field to Champion Road Link. | 7 |
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Saxton Field Committee

16 October 2017

REPORT R8482

## Saxton Field to Champion Road Link

### 1. Purpose of Report

- 1.1 To inform the Committee of the design and construction implications of delaying stage 2 of the Saxton Field to Champion Road Link.
- 1.2 To recommend and approve a change in timing of the works.

### 2. Recommendation

*That the Committee*

*Receives the report Saxton Field to Champion Road Link (R8482); and*

*Notes the design and construction implications of delaying stage 2 of the Saxton Field to Champion Road Link; and*

*Approves that the construction of stage 2 of the Saxton Field to Champion Road Link immediately follows stage 1 in the 2018/19 financial year and recommends to both Councils that provision be included in each Council's Long Term Plan to reflect this; and*

*Notes that construction of the Champion Green Facility work will need to occur in future years following the completion of both stages of the Saxton Field to Champion Road Link.*

### 3. Background

- 3.1 In February 2017 officers reported to the Saxton Field Committee confirming the 2017/18 budget allocated to complete the design and construction of the Saxton Field to Champion Road Link was inadequate.
- 3.2 Officers made the argument of splitting the project into two stages, with stage 1 (Champion Road to the velodrome) to be completed in 2017/18

R8482

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and the timing of stage 2 (velodrome to Saxton Field) to be considered as part of the Long Term Plan 2018-28. The Committee resolved to:

*Approve, with respect to project 2150 Saxton Field Champion Road Entrance, that construction proceeds for stage one to construct the road and footpath linking the velodrome to Champion Drive, and that \$830,000 be transferred from 2016/17 to 2017/18, and that \$63,000 in 2017/18 be transferred from the Saxton Field General Development fund 2017/18, and that an additional construction budget of \$74,000 in 2017/18 be approved, and confirm that 47% of the budget amounts approved will be recovered from Tasman District Council by Nelson City Council as per the funding agreement for this project.*

- 3.3 NCC at its meeting of 23 March 2017 resolved as below, noting their 53% contribution required to address the 2017/18 budget shortfall and deliver stage 1 of the Saxton Field to Champion Road Link.

*Approves, with respect to project 2150 Saxton Field Champion Road Entrance, additional budget of \$39,220 in 2017/18 subject to Tasman District Council passing the equivalent resolution.*

- 3.4 Tasman District Council at its meeting on 23 March 2017 resolved as follows:

That the Full Council:

1. *receives the Referral Report on Capital Expenditure Programme 2016-17 – Request for Change RCN17-03-15; and*
2. *notes that the amounts in 3 and 4 below have been included in the draft budgets for the Annual Plan 2017/2018; and*
3. *approves, with respect to project 1044 Saxton Walkways/Cycleways, additional budget of \$19,494 in 2017/18 subject to Nelson City Council passing a similar resolution for its share of the project costs; and*
4. *approves, with respect to project 2150 Saxton Field Champion Road Entrance, additional budget of \$34,780 in 2017/18 subject to Nelson City Council passing a similar resolution for its share of the costs.*

- 3.5 The Saxton Field Committee, at its meeting of 30 August 2017, proposed to delay the timing of stage 2 in the Long Term Plan 2018-2028 as follows:

*Move out the \$967,000 for constructing the road link from the Velodrome to Saxton Drive to Year 7 (2024/2025).*

- 3.6 This report is to inform the Committee of the design and construction implications of deferring stage 2 of the Saxton Field to Champion Road Link to 2024/25.



- 3.7 Officers recommend the construction of stage 2 immediately follows stage 1 in the 2018/19 financial year. It is proposed both stages are advertised as separate tenders in consecutive years. This ensures the construction market has ample opportunity to compete for this work.
- 3.8 In order to reflect this change, officers recommend the works to complete the Champion Green Facility are not bought forward and are undertaken in future years following the completion of both stages of the Saxton Field to Champion Road Link.

**4. Implications of Delaying Stage 2**

- 4.1 Stormwater Drainage - The new road link follows the existing ground contour so that stormwater drains eastwards towards Saxton Creek. A temporary stormwater solution is required to enable the stormwater to flow from stage one toward Saxton Creek during the period before stage 2 is completed. If stage 2 is delayed for a further seven years a more formal stormwater system will need to be constructed at greater cost.
- 4.2 Street Lighting - Stage one proposes to install empty street lighting cable ducts to enable street lights to be installed as part of stage 2. It is preferable that the lighting is installed in one continuous operation to ensure consistency of equipment. When the velodrome lights are installed, the venue will be used in the evenings. Delaying the stage 2 street light installation may raise safety concerns for the velodrome users.
- 4.3 Champion Road Entrance - The access from Champion Road is very narrow, has no street lighting and currently consists of a driveway crossing entrance. This may be considered acceptable if access was also provided from Saxton Field as part of stage 2. Any work to upgrade this access sits outside of the scope of this project because it does not form part Saxton Field. As demand for the velodrome increases it is possible that this restriction will cause complaints from users and could lead to safety concerns at Champion Road intersection.

**5. Options**

- 5.1 The Committee has two options:
  - To schedule stage 2 of the Saxton Field to Champion Road link for completion in 2024/25, noting this is 7 years after the completion of stage 1.
  - To schedule stage 2 of the Saxton Field to Champion Road link for completion in 2018/19 so that works can be undertaken immediately after the completion of stage 1.

<b>Option 1: To undertake stage 2 in 2024/25.</b>	
Advantages	<ul style="list-style-type: none"> <li>• Alternative priorities could be considered in place of Stage 2 of the Saxton Field to</li> </ul>

	Champion Road link.
Risks and Disadvantages	<ul style="list-style-type: none"> <li>• Design and construction implications for stormwater drainage, streetlighting and the access from Champion Road.</li> <li>• The Saxton Field to Champion Road link remains incomplete.</li> </ul>
<b>Option 2: To undertake stage 2 immediately after stage 1.</b>	
Advantages	<ul style="list-style-type: none"> <li>• Design and construction implications for stormwater drainage, streetlighting are mitigated.</li> <li>• Vehicles have an alternative access to the velodrome from Saxton Field, relieving potential pressure on the Champion Road access.</li> <li>• The Saxton Field to Champion Road link is completed.</li> </ul>
Risks and Disadvantages	<ul style="list-style-type: none"> <li>• Alternative priorities cannot be considered in place of Stage 2 of the Saxton Field to Champion Road link.</li> </ul>

## 6. Conclusion

- 6.1 In August 2017 the Saxton Field Committee resolved to undertake Stage 2 of the Saxton Field to Champion Road Link in 2024/25, some 7 years after the completion of stage 1.
- 6.2 Officers recommend the construction of stage 2 immediately follows stage 1 in the 2018/19 financial year. It is proposed both stages are advertised as separate tenders in consecutive years. This ensures the construction market has ample opportunity to compete for this work.

Shane Davies  
**Manager Capital Projects**

### Attachments

Nil

<b>Important considerations for decision making</b>
<p><b>1. Fit with Purpose of Local Government</b></p> <p>Consideration of the phasing of this project supports efficient and effective delivery of local public services for the community. The projects within Saxton Field will help maximise use of a facility that both Councils have invested significant funding in.</p>
<p><b>2. Consistency with Community Outcomes and Council Policy</b></p> <p>Consideration of the phasing of Long Term Plan budgets is consistent with the community outcome "Our communities have access to a range of social, educational and recreational facilities and activities".</p>
<p><b>3. Risk</b></p> <p>The information in this report is intended to reduce risk by ensuring Committee members have all of the relevant information they need to make considered decisions.</p>
<p><b>4. Financial impact</b></p> <p>Projects within Saxton Field are jointly funded, therefore any amendment to the budget phasing of this project must be considered in conjunction with Tasman District Council to ensure funding is aligned.</p>
<p><b>5. Degree of significance and level of engagement</b></p> <p>For the matters contained in this report, the financial impact and the impact on Council debt is considered to be low; re-phasing budgets is of low significance as it is a change of timing to planned and approved expenditure; therefore no engagement is required.</p>
<p><b>6. Inclusion of Māori in the decision making process</b></p> <p>Maori have not been consulted on the specifics in this report.</p>
<p><b>7. Delegations</b></p> <p>The Saxton Field Committee has the responsibility for capital development of Saxton Field, and the power to make a recommendation to Nelson City and Tasman District Councils on matters relating to this area of responsibility.</p>

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## 8.2 UPDATE ON SAXTON FIELD CAPITAL PROJECTS

Information Only - No Decision Required

**Report To:** Saxton Field Committee

**Meeting Date:** 16 October 2017

**Report Author:** Glenn Thorn, Reserves Officer, Tasman District Council  
Steve Whyte, Team Leader Project Management, Nelson City Council

**Report Number:** SFC17-10-02

### 1 Summary

- 1.1 This report updates the Committee on the progress on the following projects:
- 1.1.1 the Saxton Field Velodrome project;
  - 1.1.2 Road Entrance Champion Drive;
  - 1.1.3 Saxton Walkway and Cycleway; and
  - 1.1.4 Saxton Creek Update.

### 2 Draft Resolution

**That the Saxton Field Committee**

- 1. receives the Update on Saxton Field Capital Projects Report SFC17-10-02.**

### **3 Purpose of the Report**

- 3.1 The purpose of this report is to provide you with an update on the following projects:
- 3.1.1 the Saxton Field Velodrome project;
  - 3.1.2 Road Entrance Champion Drive;
  - 3.1.3 Saxton Walkway and Cycleway; and
  - 3.1.4 Saxton Creek Update.

### **4 The Velodrome (update from Glenn Thorn)**

- 4.1 Work is continuing well on the Saxton Field Velodrome with approximately 85-90% of the project completed to date.
- 4.2 The contractor has trimmed the embankment to the final level and placement of the sub base is now complete. The concrete apron and top nib is also complete.
- 4.3 The contractor has completed the learn to ride area and sown the grass seed.
- 4.4 The contractor has completed the warm up track.
- 4.5 Inner fencing is completed to a point where the contractor cannot do anymore or they will lock themselves out.
- 4.6 Safety fencing around the underpass and ramps are installed.
- 4.7 Power ducts and power pits are installed.
- 4.8 The inner hardstand area has been prepared and tack coat applied ready for sealing.
- 4.9 The contractor is now scheduled to undertake paving of the velodrome track during the week of 9 October – weather permitting. This work is one of the major components of the project and, when completed, it will bring the project to life. Once the contractor has undertaken the paving work, they then need to complete the line marking, embankment shaping, soiling, fencing and landscaping to finish the project. Final handover date is 1 December 2017.
- 4.10 Downers North Island Pavement Managers, who will be running the pavement part of the work, have meet with us on site. We have worked through the logistics of the pavement operation and feel very positive about what the contractor needs to deliver.
- 4.11 The project budget is \$2,042,000. We have spent approximately \$1,700,000 to date and the project is approximately 87% complete.
- 4.12 The following are some photographs of recent work undertaken by the contractor on the velodrome.





**5 Road Entrance Champion Drive (update from Steve Whyte)**

5.1 We have scheduled construction of the road, footpath and carparking linking the Velodrome and Champion Road, to commence before the end of June 2018. We aim to advertise the physical works tender for this project in October and the intention is to appoint a contractor for delivering this project by the end of November 2017.

**6 Saxton Walkway and Cycleway (update from Steve Whyte)**

6.1 The physical works has been tendered and the intention is to appoint a contractor by the end of October 2017. Work is currently planned to be completed by May 2018.

**7 Saxton Creek Upgrade (update from Steve Whyte)**

7.1 Works on the current stage of the upgrade in Saxton Field is nearing completion. Two sections of footpath on the south side of the pond are to be completed when weather permits. Practical completion is expected to be achieved in October.

7.2 Due to wet ground conditions on the northern side of the pond, we have decided to delay construction of the footpath along the north side of the pond/channel to ensure it is built on a solid base. Downer will return to site later this year in the warmer, drier months to finish this part of the path.

**8 Attachments**

Nil