

Appendices

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Council committees and members

For this term of Council, the following Committee structure (and membership) was put into place on 31 October 2019. It has three standing committees, a joint committee with Kaikoura District Council, three statutory committees and eleven sub-committees. Pursuant to Section 41(a)(5) of the Local Government Act 2002 the Mayor is a member of each Committee of Council.

Assets & Services Committee

This Committee is responsible for all infrastructure including roads; road safety (including walking and cycling strategies); parking; sewerage; water; stormwater; rivers and drainage; waste management (including recycling); reserves; halls; cemeteries; public conveniences; and civil defence and emergency management.

Clr Nadine Taylor – Chairperson
Clr Michael Fitzpatrick - Deputy
Clr Jenny Andrews
Clr Cynthia Brooks
Clr Brian Dawson
Clr Francis Maher
Clr Mark Peters
Mayor John Leggett
Iwi representative - Richard Hunter

Civil Defence Emergency Management Group (Statutory Committee)

The delegation to act as this Group (formed in accordance with the Civil Defence and Emergency Management Act 2002) is given to the Assets and Services Committee. The Assets and Services Committee (acting as the Group) is responsible for overseeing the development, maintenance, monitoring and evaluation, and implementation of the Group Plan required by section 17(1)(i) of the Civil Defence and Emergency Management Act 2002.

Clr Nadine Taylor – Chairperson
Clr Michael Fitzpatrick - Deputy
Clr Jenny Andrews
Clr Cynthia Books
Clr Brian Dawson
Clr Francis Maher
Clr Mark Peters
Mayor John Leggett
Iwi representative - Richard Hunter

Parking Sub-Committee

The focus of this Sub-Committee is Council's parking portfolio.

Clr Brian Dawson – Chairperson
Clr Michael Fitzpatrick
Clr Francis Maher

Regional Transport Committee (Statutory Committee)

This Committee prepares for approval by Council the Regional Land Transport Plan [the Plan], or any variations to the Plan and provides Council with any advice and assistance in relation to its transport responsibilities. The Committee must adopt a policy that determines significance in respect of variations made to the Plan (under s18D of the Land Transport Management Act 2003 [the Act]) and the activities that are included in the Plan (under s16 of the Act).

Membership of the Committee (refer s105 of the Act) is limited to four persons representing Council; and one person representing the New Zealand Transport Agency.

Clr Francis Maher – Chairperson
Clr Michael Fitzpatrick – Deputy
Clr Brian Dawson
Clr Nadine Taylor
New Zealand Transport Agency representative – Jim Harland

Conduct Review Committee

This Committee is established per the Code of Conduct. The Committee manages compliance with the Code of Conduct and with any statutory obligations.

Independent Chairperson – to be advised

Clr Jenny Andrews
Clr David Oddie
Clr Mark Peters
Mayor John Leggett

District Licensing Committee (Statutory Committee)

This Committee considers and determines applications, pursuant to the Sale and Supply of Alcohol Act 2012 [the Act], for: licences and manager's certificates; renewals of licences and manager's certificates; temporary authorities to carry on the sale and supply of alcohol in accordance with s136 of the Act; the variation, suspension, or cancellation of special licences; the variation of licences (other than special licences) unless the application is brought under s280 of the Act; with the leave of the chairperson for the licensing authority, to refer applications to the licensing authority; and conduct inquiries and to make reports as may be required of it by the licensing authority under s175 of the Act. This Committee is also responsible for hearing and deciding on applications to Council's Gambling Venue Policy pursuant to the Gambling Act 2003.

Mayor John Leggett – Chairperson

Two members appointed by the Chairperson from the following:

Clr Nadine Taylor – Deputy
Members from the community (Christine McNeil, Graeme Barsanti, Hamish Beard, Liz Hawthorne, Lynette Rayner, Margaret McHugh)

Environment Committee

This Committee is responsible for environmental science and monitoring; monitoring of consents; enforcement and prosecution policies; biosecurity; animal control; building control; resource consent processing; dangerous goods; fencing of swimming pools; food and health monitoring; and harbour management.

Mayor John Leggett – Chairperson

Clr Gerald Hope – Deputy
Clr David Oddie – Deputy

Clr Jamie Arbuckle
Clr David Croad
Clr Barbara Faulls
Clr Thelma Sowman
Iwi representative – to be advised
Rural representative – to be advised

Animal Control Sub-Committee

This Sub-Committee has responsibility for animal control including administration and dealing with any right of objection to Council in terms of the Dog Control Act 1996.

Clr Jamie Arbuckle – Chairperson

Clr Barbara Faulls
Clr Thelma Sowman

Resource Hearing Sub-Committee

This Committee makes decisions on applications for resource consents (each consent is heard by a Committee made up of a Chairperson and two members).

Clr David Oddie – Chairperson

Clr Jamie Arbuckle
Clr David Croad
Clr Barbara Faulls
Mayor John Leggett

Marlborough Regional Forestry (Joint Committee)

Marlborough Regional Forestry is a joint committee of Marlborough District Council and the Kaikoura District Council. Council owns 88.62% of the forestry estate and Kaikoura District Council owns the remaining 11.38%. The primary aim of production forest management is to create a resource that will maximise utilisation and provide the best financial return from the predominantly radiata pine forests.

Clr Gerald Hope – Chairperson

Clr Francis Maher

Kaikoura District Council representative

Forestry representative – Leo Jelinek

Planning Finance & Community Committee

This Committee is responsible for the Marlborough Environment Plan; implementation of Growing Marlborough and 'Smart and Connected' Economic Development Strategies; CBD and Small Township Revitalisation programmes; Destination Marlborough; Picton Forum; Sounds Advisory Group; Long Term Plan; Annual Plan; Annual Report; audit issues; Council Subsidiaries; risk management; community and social issues; youth, elderly and access issues; culture and heritage; social policies (ie; gaming, local alcohol and psychoactive substances policies); grants and donations; sister cities; libraries; customer services; democratic process; general administration; health and safety; and property management.

Clr Mark Peters – Chairperson

Clr David Croad – Deputy

Clr Jenny Andrews

Clr Jamie Arbuckle

Clr Cynthia Brooks

Clr Brian Dawson

Clr Barbara Faulls

Clr Michael Fitzpatrick

Clr Gerald Hope

Clr Francis Maher

Clr David Oddie

Clr Thelma Sowman

Clr Nadine Taylor

Mayor John Leggett

Iwi representative – to be advised

Audit and Risk Sub-Committee

The focus of this Sub-Committee is to oversee the audit of Council's Annual Report and Annual/Long Term Plan and consider and report as necessary on the findings of any audit management report.

Ian Marshall CA (Independent External Member) – Chairperson

Clr David Croad

Clr David Oddie

Clr Mark Peters

Clr Nadine Taylor

Mayor John Leggett

Commercial Events Fund Sub-Committee

This Sub-Committee evaluates and approve the funding applications for the Commercial Events Fund.

Clr Michael Fitzpatrick – Chairperson

Clr Jamie Arbuckle

Clr Barbara Faulls

Clr Thelma Sowman

Grants Sub-Committee

This Sub-Committee carries out Council's partnership with Creative New Zealand and SPARC (Sport and Recreation New Zealand) to ensure local arts funding and rural travel funding are available to the Marlborough area. The Sub-Committee has delegated authority for the allocation of funds under both schemes. In addition the Sub-Committee has delegated authority for consideration of Marlborough District Council Community Grants and Council's Arts and Heritage Grants, with recommendations being made to Council for consideration.

Clr Jenny Andrews – Chairperson

Clr Cynthia Brooks

Clr Thelma Sowman

Sports Trust appointee – Karen Hartshorne

Arts Sector appointee – Kate Parker

Four community representatives – Deborah Dalliesi, Graham Haymes, Sally Wadworth, Vacancy

Two iwi representatives – to be advised

Housing for Seniors Sub-Committee

The focus of this Sub-Committee is Council's Housing for Seniors portfolio.

Clr Cynthia Brooks – Chairperson

Clr Jenny Andrews

Clr Gerald Hope

Clr Mark Peters

Clr Michael Fitzpatrick

Grey Power Marlborough representative – Mr Philip Hunnisett

Sister City Sub-Committee

This Sub-Committee manages Council's Sister City activities and strives to involve greater community participation and sponsorship in the programme.

Clr Gerald Hope – Chairperson

Clr Barbara Faulls

Clr Thelma Sowman

Community representatives – Bill Floyd, Cathie Bell, Fiona Fenwick, Lily Stuart, Margaret Western, Peter Watt, Zoe Gray

Council has two sister cities, Tendo and Otari in Japan, and a sister region with Ningxia in China.

Small Townships Programme Sub-Committee

This Sub-Committee has delegated authority to develop criteria to assess project prioritisation using the Smart and Connected framework; approve all Small Township Fund projects; and monitor implementation of all Small Township Fund projects.

Clr Cynthia Brooks – Chairperson

Clr Jamie Arbuckle

Clr Barbara Faulls

Appointment of Councillors and Staff to Subsidiaries

MDC Holdings Limited and Marlborough Airport Limited

Mayor John Leggett – Director

Chief Executive – Mark Wheeler – Director

Chair of Planning Finance and Community

Committee – Clr Mark Peters – Director,

Clr David Oddie – Director

Te Ao Māori Sub-Committee

The aim of this Sub-Committee is to improve Council's access to cultural advice and long-term partnerships with Māori, with its focus on:

- Increasing access to knowledge and education for Councillors and staff in Te Ao Māori and tikanga, iwi across Te Tau Ihu and Te Tiriti o Waitangi;
- Creating a visible Māori presence in Council buildings through artwork and bi-lingual signage;
- Developing opportunities to increase Council engagement with Te Tau Ihu iwi; and
- Development of a structure within Council to plan and manage this work.

Mayor John Leggett – Chairperson

Clr Cynthia Brooks

Clr David Croad

Clr Mark Peters

Clr Nadine Taylor

Iwi representatives (to be advised)

Youth Sub-Committee

The focus of this Sub-Committee is issues related to youth in the community.

Mayor John Leggett – Chairperson

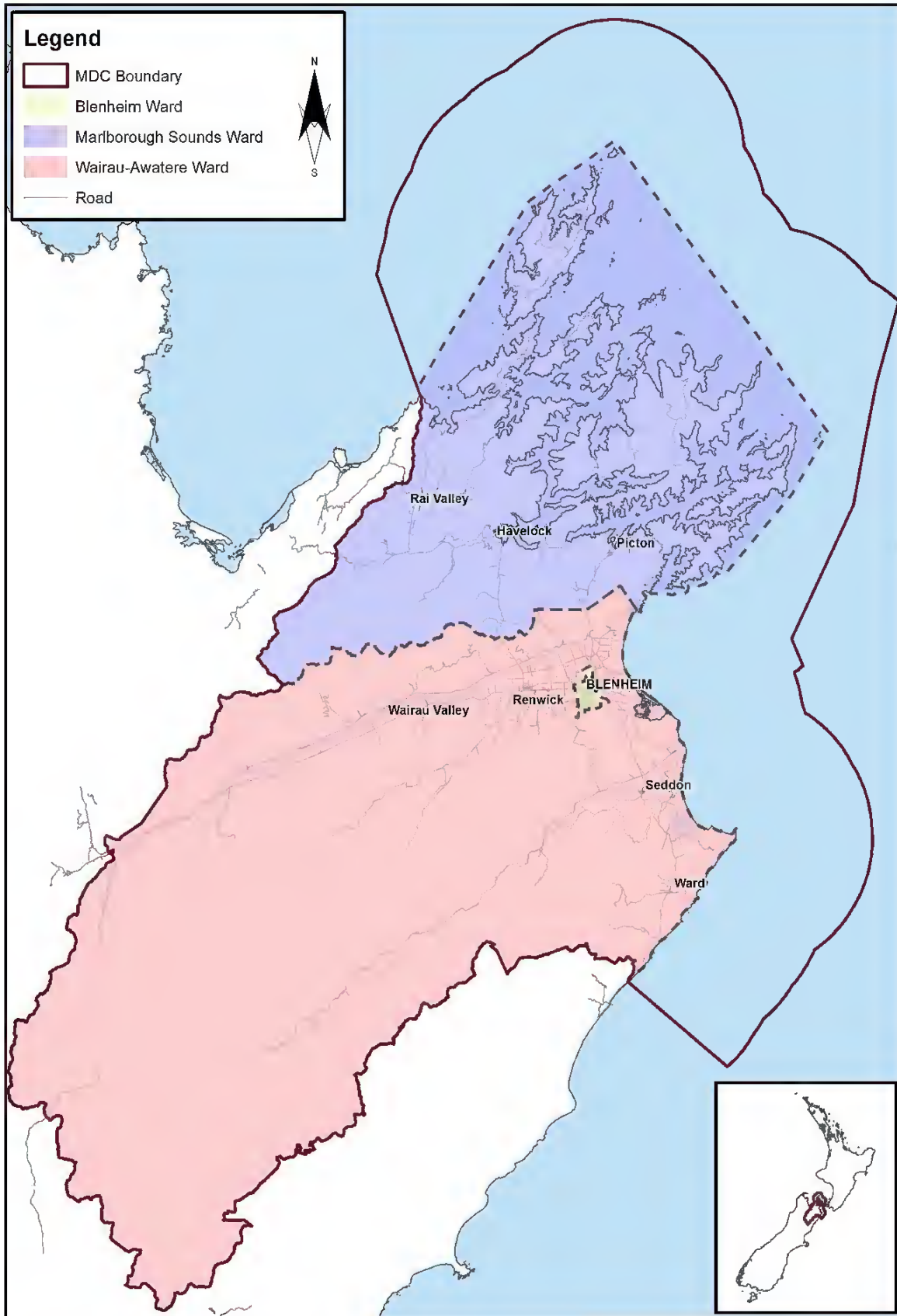
Clr Jenny Andrews

Clr Thelma Sowman

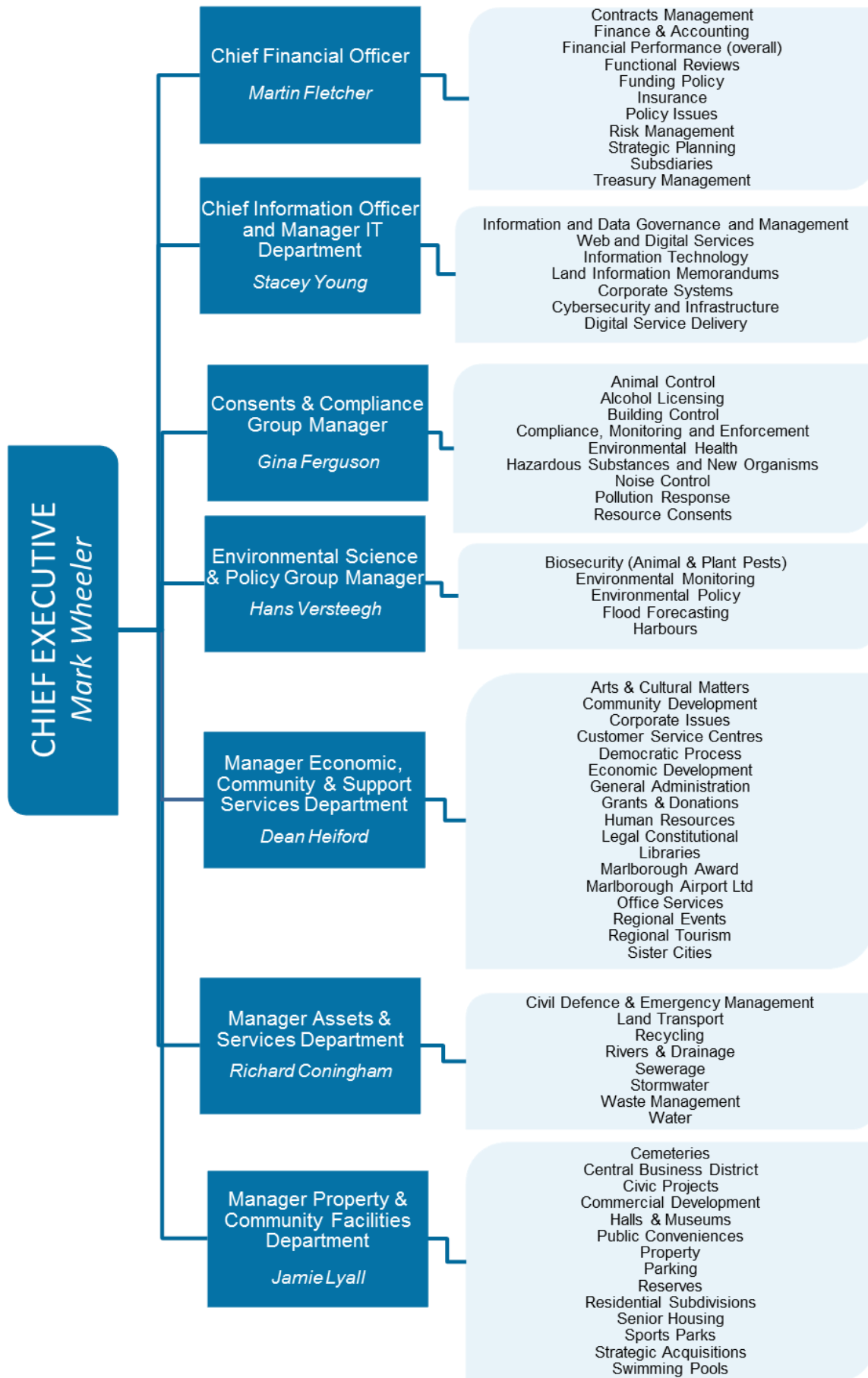
Port Marlborough NZ Limited

Chief Financial Officer – Martin Fletcher – Director

Ward boundaries



Council staff structure



MDC directory

Contact details

PO Box 443, Blenheim 7240

Telephone: (03) 520 7400

Email: mdc@marlborough.govt.nz

Web: www.marlborough.govt.nz

Addresses

District Administration Building

15 Seymour Street, Blenheim 7201

Picton Service Delivery Centre (includes Library)

2 Dublin Street, Picton 7220

Harbour Control

Mariner's Mall, Picton

Marlborough Library

Corner Arthur and Seymour Streets, Blenheim

Works and Operations Depot

Wither Road, Blenheim

Reserves Depot

Pollard Park, Blenheim

Solicitor

P J Radich of Radich Law, Blenheim

Bankers

Bank of New Zealand, Blenheim

Westpac, Blenheim

Auditor

Rehan Badar, Audit New Zealand, Wellington on behalf of the Auditor General

General statistics

Population
(Usually Resident 2018) 47,340

District Area 17,517 square kilometres

as at 30 June 2019

Rateable Land Value \$9,195,811,000

Rateable Capital Value \$19,616,751,200

Number of Rate Assessments 26,625

as at 30 June 2018

Rateable Land Value \$9,153,611,300

Rateable Capital Value \$19,403,406,000

Number of Rate Assessments 26, 433

Forecast number of total rateable properties

Forecast growth in the number of rateable properties has been based on the projection of 150 units per annum in the Development Contributions Policy.

Glossary of terms

Accruals

Expenses incurred during the current year for which invoices have not yet been processed.

Activity

A good or service provided by, or on behalf of, a local authority or a Council-controlled organisation eg: water supply, transport networks.

Allotment

Has the meaning given to it in S218(2) of the Resource Management Act 1991.

Allotment Area

Is the total land area of an allotment.

AP 2020-21

The revised budget for the 2020-21 year.

Applicant

Is the person/persons that apply for resource consent, building consent or service connection.

Asset Management Plan

Council documents outlining how each main asset class will be managed, upgraded and expanded as required.

Asset Sales

Refers to the sale of MDC assets eg: cars, property.

Borrowings

The amount of external loans.

Capital Expenditure

The cost of capital works for network infrastructure, reserves and community infrastructure and other assets.

Catchment

The area served by a particular infrastructure investment.

Charge

These are referred to in the Local Government (Rating) Act 2002 as targeted rates and are calculated as a fixed amount per rating unit.

Commercial

Any activity involving commercial transactions, or providing commercial or administrative services, and includes, non-school activities, offices and banks; but excludes premises or activities involving industrial manufacture or production and retail trade.

Community Facilities

Reserves, network infrastructure, or community infrastructure for which development contributions

may be required in accordance with S199 of the Local Government Act 2002.

Community Infrastructure

The following assets when owned, operated or controlled by a territorial authority:

- (a) Community centres or halls for the use of a local community or neighbourhood and the land on which they are or will be situated.
- (b) Play equipment that is located on a neighbourhood reserve.
- (c) Toilets for use by the public.

Community Outcomes

The outcomes that a local authority aims to achieve in meeting the current and future needs of communities for good quality local infrastructure, local public services and performance of regulatory functions.

CV

Capital value.

Departmental Management

Allocation of Departmental Manager costs to activities.

Development

- (a) Any subdivision, building (as defined in section 8 of the Building Act 2004), land use, or work that generates a demand for reserves, network infrastructure, or community infrastructure; but
- (b) Does not include the pipes or lines of a network utility operator.
- (c) Toilets for use by public.

Development Contribution

A contribution:

- (a) provided for in a development contributions policy included in the LTP of a territorial authority; and
- (b) calculated in accordance with the methodology; and comprising-
 - (i) money; or
 - (ii) land, including a reserve or esplanade reserve (other than in relation to a subdivision consent), but excluding Māori land within the meaning of Te Ture Whenua Māori Act 1993, unless that Act provides otherwise; or
- (iii) both.

Development Contributions Policy

The policy on development contributions adopted under section 102(1).

District

The district of a territorial authority.

District Plan

The District Plan of Marlborough District Council.

District-Wide

Applies to every property in the district.

Equity

Represents the net worth of the MDC if all assets were sold for the values recorded and the liabilities were extinguished.

Financial Contributions

Has the same meaning as financial contributions in S108(9)(a)-(c) of the Resource Management Act 1991.

Financial Strategy

Council's Financial Strategy included in the LTP.

FY

Financial year.

General Revenues Applied

Share of revenues generated by Council as a whole as compared to a specific activity eg: interest and dividends.

Geographic Areas

The district is divided up into six geographic areas for the purpose of funding general works and services. The geographic areas are Blenheim, Blenheim Vicinity, Picton, Picton Vicinity, General Rural and Sounds Admin Rural.

Goods and Services Tax (GST)

Goods and services tax under the Goods and Services Tax Act 1985.

Greenfields Area

Are defined as those areas where building capacity exists on the perimeter of the city.

Gross Floor Area (GFA)

For the purposes of development contributions, the sum of the area of all floors of all buildings on any site measured from the exterior faces of the exterior walls, or from the centre lines of walls separating two abutting buildings but excluding:

- carparking;
- loading docks;
- vehicle access and manoeuvring areas/ramps;
- plant and equipment enclosures on the roof;
- service station canopies;

- pedestrian circulation space in an enclosed retail shopping centre;
- any foyer/Lobby or a primary means of access to an enclosed retail shopping centre, which is accessed directly from a public place.

Household Equivalent Unit (HEU)

An average residential dwelling occupied by a household of average size.

Impervious Surface Area

For the purpose of development contribution Impervious Surface Area (ISA) means the area of any site which is not capable of absorbing water and includes any area which:

- falls within the definition of coverage;
- is covered by decks;
- is occupied by swimming pools;
- is used for parking, manoeuvring or loading of motor vehicles;
- is paved with a continuous surface with a run-off coefficient of greater than 0.45.

Increase (Decrease) in Reserves

Increase in reserves are generally surpluses on operations. Decrease from reserves assist to fund capital expenditure.

Industrial

Means:

- (a) any premises used for any industrial or trade purposes; or
- (b) any premises used for the storage, transfer, treatment, or disposal of waste materials or for other waste-management purposes, or used for composting organic materials; or
- (c) any other premises from which containment is discharged in connection with any other industrial or trade process; or
- (d) any activity where people use materials and physical effort to:
 - extract or convert natural resources;
 - produce goods or energy from natural or converted resources;
 - repair goods;
 - store goods. (ensuing from an industrial process).

Infrastructural Assets

Fixed assets that are not generally regarded as tradable and which provide a continuing service to the community - such as reserves and parks, toilets, memorials, roads, bridges and wharves, water and sewerage schemes.

Infrastructure Strategy

Council's Strategy setting out the principal long term (30 years) infrastructure requirements of the District.

LGA

The Local Government Act 2002.

LIDAR

A remote sensing method to measure the land surface area.

Loans/Debt

The raising of internal loans for capital items, such as a sewerage or water scheme.

Local Authority

A regional council or territorial authority.

LTP

2018-2028 Long Term Plan.

LV

Land value.

Network Infrastructure

The provision of roads and other transport, water, wastewater, and stormwater collection and management.

Network Utility Operator

Has the meaning given to it by section 166 of the RMA.

Non-Residential Development

Any activity in a non-residentially zoned area, excluding rural areas, or where the predominant activity is not residential or rural.

Operational Assets

Tangible assets that are generally regarded as tradable, such as buildings and improvements, library books, office equipment, plant and machinery, land and forestry crops.

Other Revenue

Revenue specifically generated by the activity.

Overhead Allocation

The allocation of Customer Services, Office Services, Human Resources, General Management, Information Management Services and Corporate Finance net costs.

Prepayments

Amounts paid to creditors by the MDC in the current year that relate to future years.

Property Value

For rating purposes this refers to either the "land" or "capital" value of a property.

Public Debt

The amount of borrowed funds that the MDC owes to external parties.

Public Equity

Represents the net worth of the MDC if all assets were sold for the values recorded and the liabilities were extinguished.

Rate/Rates

The Local Government (Rating) Act 2002 defines Rate –

- (a) means a general rate, a targeted rate, or a uniform annual general charge that is set in accordance with subpart 2 of Part 1; and
- (b) includes a penalty added to a rate in accordance with section 58; but
- (c) does not include a lump sum contribution.

Residential Development

Any activity in a residentially zoned area or where the predominant activity is not non-residential or rural.

Resource Management Plan

The Wairau/Awatere Resource Management Plan and the Marlborough Sounds Resource Management Plan.

RMA

The Resource Management Act 1991.

Section Management

Allocation of Section Manager costs when they are responsible for more than one activity.

Service Catchment

The same as catchment.

Service Connection

A physical connection to a service provided by, or on behalf of, a territorial authority.

Statement of Cashflows

Describes the cash effect of transactions and is broken down into three components: operating, investing and financing activities.

Statement of Comprehensive Revenue and Expense

Can also be referred to as the Income Statement, Profit and Loss Statement, or the Operating Statement. It shows the financial results of various MDC activities at the end of each period as either a surplus or deficit. It does not include asset purchases or disposals.

Statement of Financial Position

Shows the assets, liability and equity at the end of each period. It can also be referred to as the Balance Sheet.

Subdivision

Has the same meaning as section 218 of the Resource Management Act 1991.

Subsidies

Amounts received from other agencies for the provision of services eg: NZTA roading subsidies.

Third Party Funds

Funding or subsidy, either in full or in part, from a third party eg: subsidies for the roading network.

Transfer to/from Reserves and Capex transfer from Reserves

Transfers of funds to reserves are generally surpluses on operations. Transfers from reserves

assist to fund projects/expenditure that meet the purpose of the reserve. Capex transfers from reserves assist to fund capital expenditure.

Unit of Demand

The measure of demand for community facilities.

User Charges

The charges levied for use of MDC services eg: building consent fees, health inspections.

Working Capital

This is the remainder left when the value of current liabilities is deducted from the value of current assets. It is a measure used to indicate the short-term solvency of an entity.



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