

5 December 2014

Record No: 14259639
File Ref: D050-001-02
Ask For: Mike Porter

Notice of Council Meeting – Thursday, 11 December 2014

Notice of the Council Meeting to be held in the Council Chambers, 15 Seymour Street, Blenheim on Thursday, 11 December 2014 to commence at 3.00 pm.

BUSINESS

As per Order Paper attached.

Please note the change of time to 3.00 pm

ANDREW BESLEY
CHIEF EXECUTIVE

Marlborough District Council

**Order Paper for the
COUNCIL MEETING**
to be held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY, 11 DECEMBER 2014 commencing at 3.00 pm

Open Meeting

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Marlborough District Council

**Order Paper for the
COUNCIL MEETING**
to be held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY, 11 DECEMBER 2014 commencing at 3.00 pm

1. Prayer

Almighty God,
Give your blessing to this District Council
And grant us such a measure of your wisdom
That we may have a right judgement in all things
And may worthily manage the affairs of this District.

Amen

2. Apologies

3. Minutes

- 3.1 Confirmation of the Minutes of the Council Meeting held on 30 October 2014
(Minute Nos. C.14/15.162 to C.14/15.173)

**Minutes of a Meeting of the
Marlborough District Council
held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY 30 OCTOBER 2014 commencing at 2.00 pm**

Present

The Mayor A T Sowman, Cllrs J L Andrews (from 2.15 pm), J A Arbuckle, J P Bagge, G S Barsanti (from 2.50 pm), C J Brooks, B G Dawson, G I T Evans, T E Hook, J C Leggett, D D Oddie, L M Shenfield.

In Attendance

Messrs A R Besley (Chief Executive) and M J Porter (Democratic Services Manager).

Prayer

The meeting opened with the Council prayer.

Apologies

Cllrs Arbuckle/Brooks:

That the apologies from Cllrs P J S Jerram and T M Sloan for absence and from Cllrs J L Andrews and G S Barsanti for lateness be received and sustained.

Carried

C.14/15.162 Confirmation of Minutes -

The Mayor/Cllr Hook:

That the Minutes of the Council Meeting held on 18 September 2014 (Minute Nos. C.14/15.113 to C.14/15.120) be taken as read and confirmed.

Carried

Committee Reports

C.14/15.163 Resource Hearing Committee Decisions -

Cllrs Oddie/Arbuckle:

That the Resource Hearing Committee Decision as contained within the report dated 3 September 2014 (U140413) be received and the recommendations adopted.

Carried

C.14/15.164 Resource Hearing Commissioner Decisions -

Cllrs Arbuckle/Shenfield:

That the Resource Hearing Commissioner Decisions as contained within the reports dated 27 August 2014 (U140313) and 29 September 2014 (U090534) be received and the recommendations adopted.

Carried

C.14/15.165 Community & Finance Committee -

Cirs Leggett/Brooks:

That the Committee report contained within Minute Nos. A.14/15.121 to A.14/15.133 be received and the recommendations adopted.

Carried

C.14/15.166 Assets & Services Committee -

Cirs Evans/Hook:

That the Committee report contained within Minute Nos. P.14/15.134 to P.14/15.142 be received and the recommendations adopted.

Carried

C.14/15.167 Environment Committee -

The recommendation under Minute No. R.14/15.154 (Bylaw - Beauty Therapy, Tattooing and Skin Piercing) was discussed. Following further discussion on this issue it was resolved:

Cirs Shenfield/Arbuckle:

That Council lobby Central Government for National Standards and Controls to ensure health and safety practices in the Beauty Therapy, Tattooing and Skin Piercing industries.

Carried

Cirs Oddie/Brooks:

That the Committee report contained within Minute Nos. R.14/15.146 to R.14/15.161 be received and the recommendations adopted.

Carried

C.14/15.168 Grants Sub-Committee -

Cirs Andrews/Brooks:

That the Sub-Committee report contained within Minute Nos. X.14/15.143 to X.14/15.145 be received and the recommendations adopted.

Carried

C.14/15.169 Regional Transport Committee -

Cirs Leggett/Evans:

That the Committee report contained within Minute Nos. X.14/15.107 to X.14/15.112 be received and the recommendations adopted.

Carried

C.14/15.170 Annual Report 2013/14

F275-A13-01, F275-A13-02

Members noted that Council considered the interim financial results for the year ended 30 June 2014 at the Community and Finance Committee of 28 August 2014. Subsequent to this meeting the Annual Report has been finalised incorporating the required International Financial Reporting Standards (IFRS) adjustments, subsidiary results and non-financial information. The Annual Report reports the performance of Council against non-financial performance targets and financial forecasts. The final Annual Report was separately attached to the Agenda as was a Summary report. A presentation was also made (filed in Trim – Record No. 14257175).

An unqualified audit opinion was tabled at the meeting and will be incorporated into the Final Annual Report for the financial year ended 30 June 2014. An unqualified audit opinion is a significant achievement for Council and is the result of many months of effort from staff. The opinion forms part of the Annual Report and provides an assurance in regard to the financial and operational performance of Council and its financial position. All involved in the Annual Report process were thanked for their work and efforts in securing a successful outcome.

The Mayor/Clr Leggett:

That the Final Annual Report for the Marlborough District Council for the financial year ended 30 June 2014 be adopted.

Carried

The Mayor/Clr Andrews:

That the unqualified Audit Opinion of Audit New Zealand be received.

Carried

C.14/15.171 Enforcement Decision Making

C500-011-E04

The Chief Executive spoke to the report regarding an update to the delegations related to prosecution and enforcement actions.

It was reported that Council Minute No. C.11/12.175 adopted the guidelines of the Auditor General and Solicitor-General and resolved that decisions on enforcement actions and prosecution would be made by the Enforcement and Prosecution Committee. This is to ensure that any decision about prosecution or enforcement is free from actual or perceived political bias.

The appointment of Mr Radich addressed when Mr Radich had a conflict. There are occasions however, when Mr Radich may not be available but a decision is required because of time lines under the prosecution requirements. It is therefore necessary that the delegation be amended to allow Mr Radich to appoint a delegate if he is not available. This person would be a lawyer but not a Council Officer.

Clrs Barsanti/Hook:

That the decision made by Council under C.11/12.175 be modified to the extent that Council delegate the power to decide to take enforcement actions to the Chief Executive (or his delegate) the Assets and Services Manager (or his delegate) and Mr Peter Radich (or his delegate who must be a Lawyer but not a Council Officer) under section 32 of Schedule 7 of the Local Government Act 2002.

Carried

C.14/15.172 2015 Council Meeting Schedule

D050-001-01

Attached to the Agenda for consideration was the draft schedule of meetings for 2015.

Clrs Brooks/Shenfield:

That the meeting schedule for 2015 be approved.

Carried

The Mayor acknowledged the expertise and very fair reporting of the Marlborough Express Reporter, Cathie Bell, who was leaving the Marlborough Express at the end of the week.

Clr Barsanti advised that this meeting was on the 25th Anniversary of the first Marlborough District Council held in the same Council Chambers on 30 October 1989.

C.14/15.173 Decision to Conduct Business with the Public Excluded

The Mayor/Clr Arbuckle:

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

- Confirmation of Public Excluded Minutes
- 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
Minutes and Committee Reports	As set out in the Minutes	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 2.55 pm.

Confirmed this 11th day of December 2014

A T SOWMAN
MAYOR

Record No. 14259001

4. Committee Reports

4.1 Resource Hearing Committee Decisions (also refer to separate attachment)

Resource Hearing Committee Hearings held on 23 October 2014 (U130117 & U140615), 28 October 2014 (U130527) and 12 November 2014 (U140713)

Full copies of the Decisions are **separately attached** to the Agenda.

A summary of these Decisions follows:

Schedule of Resource Hearing Committee Decisions

Pages	Date	Subject	Decision
1 - 5	23 October 2014	Dew & Company Limited - Application for Section 357B Objection to Certain Decisions or Requirements - Land Use (Activity) - 4 Richmond Street, Blenheim (U130117 & U140615)	DISMISSED Section 357B Objection to the fees incurred for processing a section 127 variation of conditions to consent U130117 and for a new consent U140615.
6 - 16	28 October 2014	B Cameron; C J & S J Bridges and B & G Perry - Application for Resource Consent - Coastal Permit - Ngaruru Bay, Tory Channel, Queen Charlotte Sound (U130527)	GRANTED Coastal Permit for an existing swing mooring (M57) located in Ngaruru Bay.
17 - 23	12 November 2014	N C T Gledhill - Application for Section 357A Objection to Certain Decisions or Requirements - Subdivision (Allotment Creation) - 8 Turners Road, Waikawa (U140713)	UPHELD in part The Committee grant a reduction in the percentage contribution for seal widening and pavement re-shaping from 100% to 75%. This is a gross reduction of \$2,250.00 and a total reduction of \$2,587.50.

4. Committee Reports

4.2 Resource Hearing Commissioner Decisions (also refer to separate attachment)

Resource Hearing Commissioner Hearings held on 10 September 2014 (U140175) and 6 November 2014 (U140772)

Full copies of the Decisions are **separately attached** to the Agenda.

A summary of these Decisions follows:

Schedule of Resource Hearing Commissioner Decisions

Pages	Date	Subject	Decision
24 - 42	10 September 2014	Marlborough Aquaculture Limited - Application for Resource Consent - Coastal Permit - Beatrix Bay, Outer Pelorus (U140175)	REFUSED Coastal Permit to establish, operate and maintain a new 3.99 hectare marine farm to cultivate Green Shell Mussels (<i>Perna canaliculus</i>), Scallops (<i>Pecten novaezelandiae</i>), Blue Shell Mussels (<i>Mytilus edulis</i>), Flat Oysters (<i>Tiostrea lutaria</i>) and seaweed species (<i>Macrocystis pyrifera</i> , <i>Ecklonia radiata</i> , <i>Gracilaria</i> , <i>Pterocladia lucida</i>); to exclusively occupy coastal space to the extent necessary to provide for marine farming structures; to disturb the seabed with anchoring devices, to take and discharge coastal seawater associated with harvesting and to discharge biodegradable and organic waste during harvesting in Beatrix Bay.
43 - 64	6 November 2014	Leefield Partnerships No's 1-25 Ltd (inclusive) and Marisco Vineyard Holdings Ltd - Application for Resource Consent - Water Permit (Take Surface Water), Water Permit (Use Water), Water Permit (Divert Water), Water Permit (Dam Water), Land Use (Dam), Discharge Permit (To Water), Land Use (Land Disturbance) - Leefield, Waihopai Valley Road (U140772)	GRANTED Water Permit (Take Surface Water), Water Permit (Use Water), Water Permit (Divert Water), Water Permit (Dam Water), Land Use (Dam), Discharge Permit (To Water), Land Use (Land Disturbance) to: take A Class Waihopai River surface water from two new infiltration galleries (Grid Refs 1659568 E 5394751 N and 1659225 E 5394721 N) up to a maximum rate of 23 litres per second, 1973.6 cubic metres per day; take B Class Waihopai River surface water from two new infiltration galleries (Grid Refs 1659225 E 5394721 N and 1659517 E 5394839 N) up to a maximum rate of 170 litres per second, 14478.5 cubic metres per day; use A and B Class Waihopai River surface water between 1 October and 30 April for the irrigation of 914 hectares of vineyard on Lots 2 & 3 DP 7252, Lots 1 & 6 DP 409463, Lots 2 - 6 DP 8269, Lot 1 DP 8587, Lots 2 & 5 DP 409463, and Lot 1 DP 335154; construct a 14 metre high dam on Lot 1 DP 409463; dam up to 290,000 cubic metres of water behind a dam on Lot 1 DP 409463; construct an 11 metre high dam on Lot 1 DP 409463; dam up to 30,000 cubic metres of water behind a dam on Lot 1 DP 409463; divert sub-surface water beneath a storage reservoir on Lot 1 DP 409463; discharge sediment laden water to land on Lot 1 DP 409463 during the construction of the dams; and excavate up 105,000 cubic metres of soil and rock during the construction of 2 storage dams on Lot 1 DP 409463 and to place surplus clean fill in a gully during the construction of 2 storage dams on Lot 1 DP 409463.

4. Committee Reports

4.3 Community & Finance Committee

Community & Finance Committee Meeting held on 18 November 2014
(Minute Nos. A.14/15.178 to A.14/15.193)

**Report and Minutes of a Meeting of the
COMMUNITY & FINANCE COMMITTEE**
held in the Council Chambers, 15 Seymour Street, Blenheim
on TUESDAY 18 NOVEMBER 2014 commencing at 9.00 am

Present:

Cllrs J C Leggett (Chairperson), J A Arbuckle, J L Andrews, J P Bagge, G S Barsanti, C J Brooks, B G Dawson (until 11.50 am), D D Oddie, T M Sloan, and Mayor A T Sowman.

Also Present:

Cllrs T E Hook and P J S Jerram.

In Attendance:

Messrs A R Besley (Chief Executive), D G Heiford (Manager, Support Services Department), M F Fletcher (Manager, Corporate Finance Department) and M J Porter (Democratic Services Manager).

Apologies

Cllrs Leggett/Hook:

That the apology for absence from Cllr L M Shenfield be received and sustained.

Carried

ATTENDANCE: Annie Percy, Council's HR/Health & Safety Manager, was in attendance for the following item.

A.14/15.178 Health and Safety Legislation Update

C500-005-11

The HR/Health & Safety Manager reported that the purpose of the report was to update Members with regard to the proposed changes to current health and safety legislation.

New legislation (in the form of the Health and Safety Reform Bill) has been introduced to Parliament for consideration and is likely to be enacted in 2015. A new regulatory body (WorkSafe NZ) has been set up.

While Council has robust and tested policies in place the new legislation will result in organisation wide reviews of policies, processes and procedures. The new legislation applies additional responsibilities on all workers and officers. The responsibilities under the proposed legislation are at this time uncertain for elected members. Further updates will be provided as the legislation progresses through Parliament.

The Mayor/Cllr Barsanti:

That the report be received.

Carried

A.14/15.179 Blenheim Parking

R800-002-03

The Manager, Support Services Department, spoke to his report regarding a review of the parking fees and parking areas in Blenheim. It was noted that Council considered the recommendations from Traffic Design Group for Blenheim Parking at the Community and Finance Meeting on 15 July 2014 and requested that staff further investigate implementation options for Council (Minute A.14/15.4 refers).

It was reported that the parking account is in deficit and parking fees and areas have not been reviewed for approximately 8 years. Traffic Design Group have identified that there is adequate parking in the Blenheim CBD for the next 5 to 10 years.

The key areas that have been identified for review to address the financial and other issues are (refer to the agenda for detailed comment): Fund purchase of 2 High Street from other sources; Rates subsidy of the parking account; conversion of free and time restricted carparks to pay and display; continued provision of small free carparks; off street hourly rate; kerb side hourly rate; all day parking rate / option at all pay and display carparks; leased carpark rate; and free Saturday parking. It was noted that if these proposals were implemented the parking account would be addressed within 3 to 5 years depending on the occupancy of the parking areas.

It was noted that there has been some consultation via the Marlborough Chamber of Commerce on parking options with CBD retailers.

It was further reported that the overall financial objective is to make the carparking account financially self-sustaining. If any surplus is made in the future this could be used for CBD parking upgrades. The carparking account currently has a deficit of approximately \$300,000 per annum. Funding the purchase of 2 High Street from another reserve will reduce the deficit by approximately \$70,000 per annum. Removing the rates subsidy will increase the deficit by \$150,000. Conversion of carparking areas listed in the report and an increase in off street carparking costs from \$0.80 to \$1.00 per hour will almost bring the carparking account to a breakeven situation in approximately two years. Increasing off street carparking from \$0.80 to \$1.00 per hour and kerbside carparking from \$1.20 to \$1.50 per hour will put the account into a small surplus immediately and will provide ongoing surpluses of approximately \$50,000 to \$100,000 per annum. This would also provide some protection against the impact of inflation and would mean that the fees would not need to be reviewed again in the near future.

Cllrs Arbuckle/Sloan:

- 1. That 2 High Street be funded from a reserve.**
- 2. That the rates subsidy of the parking account be removed.**
- 3. That the following carparks be converted to pay and display: Railway Station (south of iSite); Fire Station; Scott Street; and part of Stadium / Kinross Street (with a balance of approximately 75 P150 carparks for the Stadium to be provided).**
- 4. That the kerb side hourly rate be \$1.50.**
- 5. That the off street hourly rate be \$1.00.**
- 6. That an all-day parking rate of \$4.00 be offered at all pay and display carparks.**
- 7. That the leased carpark rate increase to \$900 + GST.**
- 8. That free Saturday parking commence for off-street carparks from 1 December 2014.**
- 9. That all other changes be implemented from 1 March 2015.**

Carried

NB: Cllr Dawson requested that his vote against the above motion be recorded.

A.14/15.180 Picton Parking Fees

R800-002-03

The Manager, Support Services Department, spoke to his report regarding increasing the parking fees for the Pay and Display carparks in Picton.

It was reported that the long term parking areas in Picton have been identified as being too cheap and the length of stay too long. Local businesses have suggested changes to the time and tariff for the off street carparks for the 2014/15 Summer period, prior to Council making other changes to Picton parking.

It was noted that the proposed changes to the parking charges in Picton may have positive/negative effects. There may be more parking available on the foreshore if the time limits were extended. This would allow more people to access this recreation area but may also deter some from visiting if the

time is reduced. Increases in charging for the Coathangar and High/Wellington Street carparks would add some consistency. The price increase may also provide more carparks for day trippers and casual users. Those not wanting to pay the increase may put further pressure on Waikawa Road and other popular "free" parking areas.

Clr Barsanti/The Mayor:

1. That the time restriction for the Picton Foreshore carpark be reduced to two hours.
2. That the tariff for the High/Wellington Street and Coathangar carparks be increased to \$1 per hour/\$5 per day.
3. That these changes be implemented from 15 December 2014.

Carried

ATTENDANCE: Peter Taylor, Chairman of MDC Holdings Limited, was in attendance for the following item.

A.14/15.181 MDC Holdings Limited – Annual Report for Year Ended 30 June 2014 S400-004-002-13

The Chairman of MDC Holdings Limited (MDCH) and the Manager, Corporate Finance Department, presented MDC Holdings Limited's Annual Report for year ended 30 June 2014 (as attached to the agenda). A presentation on the qualitative elements contained in the Statement of Intent and the financial performance of its subsidiaries, Port Marlborough NZ Limited (PMNZ) and Marlborough Airport Limited (MAL) was also made (filed in Trim – Record No. 14256728).

It was reported that an unqualified audit opinion has been provided by Audit New Zealand. The net profit after tax was reported as \$1.366 million compared to a budget of \$1.193 million.

At the meeting a concern that it appears that some Councillors do not know what MDCH and PMNZ do and what the shareholder expectations of MDCH, PMNZ and MAL are, was raised. This was explained at the meeting and an invitation to contact Directors was made. Also a question regarding what else is required post terminal expansion at MAL; this was answered at the meeting. A number of other questions regarding Central Government investment in PMNZ and the Taylor Pass development were answered at the meeting.

Clrs Sloan/Barsanti:

That the MDC Holdings Limited Annual Report for the financial year ended 30 June 2014 be received.

Carried

A.14/15.182 MDC Holdings Limited – Increase in Issued Capital S400-004-001-74

The Manager, Corporate Finance Department, presented a report to obtain agreement to increase MDC Holdings Limited's (MDCH) issued capital by \$5 million.

It was reported that MDCH currently has debt facilities totalling \$60 million. These facilities are secured by Council's subscription to \$65 million of uncalled capital in MDCH. MDCH's debt requirements are forecast to increase to \$65 million to enable the completion of, amongst other things, the Marlborough Airport terminal expansion project. To match the additional \$5 million of debt a \$5 million increase in subscribed uncalled capital is required.

At the meeting a number of questions were posed and answered including what responsibilities are there on the ratepayer and how much is the ratepayer guaranteeing.

Cirs Barsanti/Arbuckle:

- 1. That Council agree to MDC Holdings Limited increasing its issued capital by \$5 million to \$76 million.**
- 2. That Council agree to subscribe to the additional 5 million \$1 shares issued.**

Carried

NB: Clr Bagge requested that her vote against the above motion be recorded.

A.14/15.183 Sugar-Sweetened Beverages Policy E350-004-002-01

The Mayor spoke to the report proposing that Council adopt a policy that sugar-sweetened beverages are not offered for sale, or supplied, at any Council-controlled venues or Council-funded events. The policy would ensure that: the public is provided with healthy beverage choices at Council venues; the Council workplace has easily-available healthy beverage options; and Council is a role model to the community on a matter of public health.

D Rob Beaglehole, the Principal Dental Officer from the Nelson Marlborough District Health Board, was in attendance to give a presentation on this issue (filed in Trim – Record No. 14257048). An apology from Chris Fleming, the Chief Executive Officer of the Nelson Marlborough District Health Board, for being unable to attend the meeting was noted.

Cirs Barsanti/Brooks:

That Council develop a policy stating that sugar-sweetened beverages not be offered for sale or supply at any Council-controlled venues or Council-funded events.

Carried

NB: Clr Bagge abstained from voting on the above motion.

NB: Clr Dawson requested that his vote against the above motion be recorded.

A.14/15.184 Blenheim and Picton CBD Developments C315-13-09

The Chief Executive presented the report requesting that funds be allocated to enable the consultation and concept development process to commence for the Picton Library project and Blenheim's CBD revitalisation project. It was reported that \$500,000 was requested to facilitate the community discussion, carry out investigation work such as geotechnical testing and to develop concept plans for the areas, with funding being provided from Council reserves.

The report proposed that consultation processes with both the Blenheim and Picton projects will commence before the end of this year and will be completed before the end of February 2015. The results of this process will be reported to Council, with decisions being made by Council at that time on the size and scope of the projects. Concurrent to this process there will be some specialist investigation work such as geotechnical testing work being carried out. High level concept plans for the areas will be developed by end of April 2015 for Council to consider. Architects and landscape specialist will be chosen by Council to develop the concept plans into detailed design plans. Initial design work will be carried out between April and June 2015 with more detailed work in the following months.

Comments made at the meeting included points on the public consultation process, the period of time for consultation, and community involvement.

Cirs Arbuckle/Oddie:

That funding of \$500,000 be approved from Council reserves for the Picton and Blenheim CBD development projects to commence the community consultation and concept development process.

Carried

A.14/15.185 Sister City Sub-Committee D050-001-S02

The Mayor acknowledged the Global Link initiative.

Cllrs Arbuckle/Bagge:

That the Minutes of the Sister City Sub-Committee meeting held on 21 October 2014 be ratified.

Carried

ATTENDANCE: Neil Henry, Council's Manager Strategic Planning & Economic Development, was in attendance for the following item.

**A.14/15.186 Proposed List of Items for Inclusion in the
2015-25 LTP Consultation Document
S300-L15-001-01**

The Manager Strategic Planning & Economic Development presented a report providing information about the legal requirements and guidance for deciding on which matters should be included in the 2015-25 Long Term Plan 'Consultation Document' (CD) and detailing a list of headline matters for potential inclusion in the CD subject to budgetary decisions.

It was noted that Council is now required to draw up a CD (instead of a full Draft Long Term Plan and summary) for purposes of consulting on Long Term Plans as per s93 of the Local Government Act 2002.

The list of potential issues was discussed at the meeting. It was noted that those issues that budgeting falls outside of the next ten year period will not be included. It was also noted that only major items are being considered to be included in the CD, but that does not stop Council consulting on other issues at any stage.

Cllrs Arbuckle/Barsanti:

That the following group of issues are included in the 2015-25 Long Term Plan Consultation Document, subject to budgetary decisions:

Environmental sustainability; Environmental risks; Impact of population change on infrastructure and growth; Awatere water upgrade; Renwick water upgrade; Havelock water treatment; Blenheim stormwater upgrades; CBD redevelopment, including Blenheim library/art gallery; Picton library upgrade; Flaxbourne irrigation; Blenheim sewerage; Picton sewerage; Small township upgrades; Economic development, tourism, conventions and events review outcome; Wairau River rating area review; Policy Reviews – eg; Development Contributions; and Disaster preparedness.

Carried

ATTENDANCE: Murray South, Council's Financial Services Manager, was in attendance for the following six items.

**A.14/15.187 Land Affected by Natural Calamity Rates
Remission Policy S300-L15-001-01**

A report to review and consider changes to the current Land Affected by Natural Calamity rates remission policy was presented to the meeting.

The proposed changes were:

- i. Policy applies once a ratepayer has been detrimentally affected by a natural disaster and the policy criteria have been met.
- ii. Restricting policy application to all land used for a private residence. This terminology is included in the Funding Impact Statement description of differential rating categories for general-type rates.

iii. Replacing “calamity” with disaster.

Cirs Bagge/Barsanti:

That the changes to the Land Affected by Natural Calamity rates remission policy, as detailed below, be adopted.

▪ **Residential Land Affected by Natural Calamity Disaster**

▪ ***Objective of the Policy***

To enable rate relief to be provided where the use that may be made of any land used for a private residence has been detrimentally affected by natural calamity disaster.

▪ ***Conditions and Criteria***

Council may remit wholly or in part, any rate or charge made and levied in respect of the land, where it considers it to be fair and reasonable to do so.

~~Applications received during a rating year will be applicable from the commencement of the following rating year—All applications must be on the prescribed form and will not be backdated.~~

▪ ***Application***

The extent of any remission shall be determined by the Council or its delegated officer[s].

Carried

A.14/15.188 NZ Local Government Funding Agency F290-002-001-14

The NZ Local Government Funding Agency’s (LGFA) 2013-14 Annual Report was presented to the Committee.

It was reported that the LGFA’s results for the 30 June 2014 financial year have continued to show satisfactory results. Councils’ savings are estimated at 0.25%, meaning savings to the sector of approximately \$14 million in interest costs over the last year.

The Mayor/Cir Barsanti:

That Council receive the LGFA’s 30 June 2014 Annual Report.

Carried

A.14/15.189 Treasury Management Report for Period Ended 30 September 2014 T270-01

Council’s Treasury Management Report for the period ended 30 September 2014 was presented to the Committee.

Details of Council funds and investments were provided. The Reserve Bank of New Zealand again lifted the Official Cash Rate “OCR” another 25 basis points from 3.25% to 3.50% in the July Monetary Policy Statement. However, it left the OCR unchanged at 3.50% in the September Monetary Policy Statement. Total investments totalled \$10,924,313. The total investments average interest earnings rate of 5.79% is 0.15% greater than the June quarter due to increased interest rates on the BNZ term deposits.

As at 30 September 2014 Council has \$29.124 million of external borrowings, of which \$28 million is hedged.

MDC Holdings Limited’s borrowings as at 30 September 2014 were \$55,845,000.

Cirs Arbuckle/Sloan:

That the Treasury Management Report for the period ended 30 September 2014 be received.

Carried

**A.14/15.190 Financial Report for Council – Period Ended
30 September 2014 F045-06**

Council's Financial Report for the first quarter ended 30 September 2014 was presented to the Committee.

The Income and Expenditure Statement reports a deficit of \$1.48 million for the year to date. This is \$41,000 less than the budgeted deficit of \$1.52 million. Budgeted capital expenditure for the year is \$55.4 million including \$18.45 million of carryovers from the 2013/14 financial year and \$6.925 million Council approved expenditure for strategic land acquisitions. Actual expenditure of \$9.95 million to the end of September is \$65,000 ahead of the same period last year (\$9.3 million) and \$5.1 million less than expected for the year to date. At this stage there has been no indication of the amount of deferrals or carryovers to the 2015/16 financial year.

**Cirs Arbuckle/Sloan:
That the financial report for the period ended 30 September 2014 be received.**

Carried

**A.14/15.191 Debtors Overdue Report as at 31 October
2014 F220-002-020-14**

The Debtors' Report as at 31 October 2014 was presented to the Committee for information.

The Property Leases and Licences Debtors' Report as at 31 October 2014 was also presented for Committee's information.

**Cirs Arbuckle/Sloan:
That the information be received.**

Carried

**A.14/15.192 Rates Reports as at 31 October 2014
F270-28-14**

The Rate Levies Status Report, Rate Arrears Aged Balance Report and Water Billing Debtors Report as at 31 October 2014 were reported on.

It was reported that Council has collected 24.89% of the overall rates levied for 2014-2015 (inclusive of arrears) compared with 24.92% at this time last year.

Since 10 September, the final day for payment of rates instalment one, there were 808 (883) penalty letters posted due to non-payment. Of these 283 (331) required follow up in October.

Also reported on were the Debt Management Report - Properties with Registered Mortgages and the Debt Management Report - Properties without Registered Mortgages. These reports provide a summary of action taken and results achieved so far this rating year.

With regard to the Water Billing Debtors Report, the current balance of \$87,113 includes the four monthly water billing for Awatere (October 2013: \$73,443).

**Cirs Arbuckle/Oddie:
That the reports be received.**

Carried

A.14/15.193 Decision to Conduct Business with the Public Excluded -

Cllrs Sloan/Barsanti:

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

- Debtors' Overdue Report
- Investigations 2014
- Insurance Issues 2014
- Contract Issues

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
Debtors' Overdue Report Investigations 2014 Insurance Issues 2014	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.
Contract Issues	To enable the Council, as holder of the information, to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) 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 12.20 pm.

Record No: 14259046

4. Committee Reports

4.4 Regional Planning & Development Committee

Regional Planning & Development Committee Meeting held on 20 November 2014
(Minute Nos. D.14/15.194 to D.14/15.203)

**Report and Minutes of a Meeting of the
REGIONAL PLANNING & DEVELOPMENT COMMITTEE
held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY 20 NOVEMBER 2014 commencing at 9.00 am**

Present

Councillors T E Hook (Chairperson), D D Oddie, T M Sloan, G I T Evans and J C Leggett.

Also Present

Councillors G S Barsanti, J A Arbuckle, C J Brooks, J L Andrews, B G Dawson.

In Attendance

Mr P Hawes (Manager, Environmental Policy), Mr N Henry (Manager, Strategic Planning and Economic Development) and Nicole Chauval (Committee Secretary).

Apology

Clrs Oddie/Evans:

That apologies for non-attendance from Mayor Sowman, Clr P J S Jerram and non-member Clr L M Shenfield were received and sustained.

Carried

ATTENDANCE: Eric Jorgensen, Marlborough Sounds Integrated Management Trust and Peter Lawless, consultant and Rachel Ennor were present for the following item.

**D.14/15.194 Marlborough Sounds Integrated
 Management Trust C230-001-M03**

A presentation from the Marlborough Sounds Integrated Management Trust (the Trust) was made to the Committee which outlined the proposal for a community led initiative to enhance the integration of resource management of the marine environment through a collaborative stakeholder process. To highlight this report a powerpoint presentation was shown (presentation filed in Trim – Record No. 14245857).

Members were advised that the Trust has prepared a proposal to seek alignment of central and regional government management to improve the integration of various strands of agency statutory resource management responsibilities for the Marlborough Sounds marine area.

It was also noted that Council would benefit from better integration amongst central government agencies and that the proposal is for the Trust to be the platform for the integration of key government agencies, stakeholders and Iwi where information can be exchanged and the parts are integrated with stakeholders finding it easier to make sense of the whole system.

It is also important for the Council that its existing stakeholder and legal processes are respected and enhanced and that multiple pathways are not allowed to create confusion. In particular, the Council needs the active cooperation of central Government and of researchers to understand the cumulative impact of activities in the marine environment, and to safeguard its carrying capacity for a wide range of users.

In response to a question from the Committee Mr Lawless advised members that taiapure is a local management tool established in an area that has customarily been of special significance to an iwi or hapū as a source of food or for spiritual or cultural reasons. Taiapure can be established over any area of estuarine or coastal waters to make better provisions for rangatiratanga. All fishing (including commercial

fishing) can continue in a taiapure and this tool offers a way for Tāngata Whenua to become involved in the management of both commercial and non-commercial fishing in their area.

The members were also advised that Mataitai is an identified traditional fishing ground which has special status under the Fisheries Act 1996 to protect customary fishing values. Restrictions may be placed on taking fish, aquatic life or seaweed in the reserve and a Maori Committee or kaitiaki can be empowered to make by-laws over the reserve. There are traditional taiapure near Nelson and Kaikoura but there are none identified in the Marlborough area.

The Committee were further advised that the Trust will be engaging with all local iwi to ensure all groups come to an agreement. It was noted that there will be a process which can be worked through. Mr Lawless also noted that no marine reserves can be established until the taiapure and maitaitai are sorted out. There will be resources from Ministry of Fisheries to enable the Trust to work through the process as just closing areas to fisheries is not likely to work so a much more carefully constructed process needs to be put in place.

Cirs Leggett/Oddie:

- 1. That the information be received.**
- 2. That Council consider the Marlborough Sounds Integrated Management Trust proposal.**
- 3. That any future funding sought by the Trust is subject to the commitment of central government agencies and the annual plan process.**

Carried

ATTENDANCE Mark Caldwell was present for the following two items.

D.14/15.195 Adoption of Plan Change 21: Port Marlborough New Zealand Limited – Waikawa Bay Mooring Management Areas and Marina Zone Extension M135-15-21-04

The consent order was included with the agenda for members' information.

The report provided to the Committee recommended that Plan Change 21 be adopted.

Members were advised that the Plan Change proposed a 'bay wide' solution for Waikawa Bay in respect of the management of coastal water space including provision for future marina development through additional marina zoning and a new mooring management regime for swing moorings.

The Plan Change was notified on 17 June 2010 and received 166 submissions. A substantial number of those submissions were from iwi interests opposing the Plan Change. The concern expressed by iwi and iwi members was the impact of further marina development on spiritual and cultural values in Waikawa Bay.

Members were also advised that a related bylaw, setting out a management regime for the swing moorings was notified concurrently with the Plan Change.

The decision made was to decline the Plan Change with the decision being publicly notified on the 19 May 2011.

It was reported that after lengthy discussions between Port Marlborough and parties to the appeal, particularly Te Atiawa, an agreement has been reached. A consent memorandum prepared by the parties proposed that the rezoning to provide for marina expansion proceed and that the mooring management zone (and associated provisions) be put in place.

Members were advised that a consent order has now been issued by the Environment Court for Plan Change 21 resolving all appeals. Clause 18 of the First Schedule of the Resource Management Act 1991 now requires the Council to adopt the plan change and send it to the Minister of Conservation for her approval.

Cirs Oddie/Evans:

That Plan Change 21 be adopted and referred to the Minister of Conservation for her approval in accordance with Clause 18 of the First Schedule of the Resource Management Act 1991.

Carried

D.14/15.196 Plan Change 26 – Minor Amendments: Item 5 M135-15-26-04

The purpose of the report provided to the Committee is to approve Item 5 of the Minor Amendment Plan Change.

Members were advised that the harvesting of marine farm produce was added to the list of controlled activities, meaning a resource consent will now be required for the harvesting of marine farm produce. This was the relief requested by the Marine Farming Association.

Following the meeting of 5 February 2014 where item 5 of Plan Change 26 was adopted it was referred to the Minister of Conservation for approval.

The Minister of Conservation has now approved the change proposed by Item 5 so an operative date for the provisions can be publically notified.

The operative date of the plan change has to be publicly notified five working days prior to the operative date. It is proposed to notify the operative date in the combined Council advert in the Marlborough Express on the first Thursday after the next full Council meeting.

Cirs Leggett/Oddie:

- 1. That the decisions on Item 5 of Plan Change 26 to the Marlborough Sounds Resource Management Plan be approved.**
- 2. That the operative date for the approved plan change provisions be notified on the first Thursday after the next full Council meeting.**

Carried

D.14/15.197 E-Planning for Water Allocation and Use R425-02-18-03, R425-02-18-10

The report, "E-Planning for Water Allocation and Use" was included with the agenda for members' information.

Mr Hawes advised members that the purpose of this report is to inform the Committee of the commencement of a project to complement the current review of the water allocation and use provisions of the operative resource management framework.

The members were advised that E-planning is proposed to be applied to the Council's consenting, compliance and state of the environment monitoring functions under the reviewed water allocation and use framework.

It was reported that the E-planning tool would be available via the Council website and would be provided by utilising ESRI's ArcGIS Online software.

The advantage of such a provision of water use information in real time is that it will enable water users to easily identify unutilised water relative to consent entitlements. An enhanced transfer tool will be provided to enable water users to approach other water users to request short term or long term transfers. This will complement the reviewed planning provisions by encouraging more efficient use of water resources which is important in Marlborough's state of full allocation of water resources and ideally be an effective management tool.

The Committee acknowledged the great effort of staff in gaining funding from the Community Environment Fund to advance the project. It was noted that the funding is provided on a dollar for dollar basis up to a maximum of \$150,000. Progress with the development of the E-Planning tool will be reported back to the next meeting of this group.

Cirs Evans/Sloan:
That the information be received.

Carried

ATTENDANCE: Colin Bass from BusinessLAB and David Robinson, Chair of Wood Sector group were present for the following item.

D.14/15.198 Review on the Progress of Smart and Connected (External Implementation) E100-010-01

Colin Bass from BusinessLAB and David Robinson, Chair of Wood Sector group provided the Committee with a review of the Smart and Connected external implementation. To highlight this report a powerpoint presentation was shown (presentation filed in Trim – Record No. 14245876).

It was reported that the key aim of establishing the groups was to enable community or industry to lead the development of strategies and actions that would be to their long term benefit and to the benefit of the region. The Smart and Connected framework was used to ensure that the strategies developed considered issues broadly, so matters such as good governance, good environment, strong economy and benefits to the people were balanced.

To date, a total of four groups have been established:

- Havelock community
- Wood sector leadership group
- Visitor economy leadership group
- Picton community

It was noted that the Havelock project began in December 2013 and was completed in April 2014. A range of opportunities were identified with the boardwalk being one of them. It was reported that this project has been instrumental in the Havelock Community Association becoming one cohesive group. Concept drawings for the boardwalk will be available to the Havelock Community in February. Mr Bass reported that there has been good feedback regarding the project meetings in that they are 'open' and members are in far better spirits.

Mr Robinson gave an update on the Wood Sector Group which incorporates forestry, sawmilling, transport services and infrastructure organisations with the facilitation team being established in January 2014 and the group meeting from March 2014. The group has developed links with Scion who are developing value chain projects. Other progress includes work on wood waste stream opportunities, and discussions with Council on the emerging Resource Management Plans and future investment in roading.

Mr Robinson acknowledged that having Councillor Leggett attend meetings gave added validation to the members of the group that the Council were engaged with what the group was doing.

The group meet on an as “needs must” basis and at this point it is happening on a monthly basis.

Members were advised that the visitor economy group encompasses all aspects of tourism along with broader visitor opportunities such as international education. It was reported a steering group has been established, and further work will take place with industry leaders, following the main summer season.

The members were advised that the Picton project has been a transition from the Picton Think Tank to a Smart and Connected project. It was noted that the Think Tank was very supportive of the transition as they wanted to see the same framework that has been applied across the district used for Picton.

A Picton community meeting was held to gain insights into the key challenges and opportunities there are in Picton and what a vision for the future might look like.

It was noted that the existing groups will continue to implement and develop their strategies, and cross-group opportunities and connections will be developed where appropriate. Council will also continue to work with the groups on areas of mutual interest.

Members were advised that funding has been provided for the development of three further groups in this financial year. These will be wine and agriculture (meeting 10 December), Maori economy who are meeting today and visitor economy. Mr Henry will update the Committee on these groups at its next meeting. The development of further groups is subject to the economic development review and the Council budget decisions.

Mr Henry noted that Council will have ongoing connections with these groups and the appointment of Cathie Bell will help facilitate that by helping the group meet their goals and objectives.

Investigations are also being made into the possibility of the education based project involving international education as a spin-off of the visitor economy group.

Members acknowledged that it was very positive to see groups forming to share ideas and foster community spirit. It was also acknowledged that it is essential that the momentum is maintained and that funding is continued as we need all groups on board.

Cllrs Leggett/Evans:
That the information be received.

Carried

D.14/15.199 Smart and Connected Project Update E100-010-01, E100-010-03, E100-010-07

The report to the Committee provided an update on progress with internal and external implementation of Smart and Connected implementation, and with economic development projects.

Members were advised that the Council’s Community Outcomes have been revised using the Smart and Connected framework, and will be included in the 2015-25 LTP. The Levels of Service workshops were completed in August with a Smart and Connected assessment included in the activity presentations. The drafting of LTP activity statements is about to commence and these will include sections on how the activity aligns with Smart and Connected. These will be considered by Council at its budget meeting in February 2015.

The Long Term Plan process has incorporated the Smart and Connected vision and strategic framework in its Levels of Service considerations and Community Outcomes processes. Work is to be undertaken on the activity sections of the Plan in the coming weeks, which will include a Smart and Connected alignment section.

It was reported that the Wood Sector industry group is having input into the draft forestry chapter of the emerging Resource Management Plans, and will be informing Council on roading investment plans through information on forestry harvesting sites.

Cirs Leggett/Oddie:
That the information be received.

Carried

D.14/15.200 Smart and Connected Economic Development Project Update E100-009-01, E100-005-002-01, E100-010-02

The report to the Committed provided an update on progress with economic development projects. To highlight this report a powerpoint presentation was shown (presentation filed in Trim – Record No. 14245880).

Members were advised that the Marlborough Story was launched on 4 November 2014 and 76 have registered on the website so far. The next step will be the installation of road signage which has been budgeted for.

The Food and Beverage Cluster held a meeting with a representative of Food Valley NL, a Dutch region with many multi-national food businesses and research. Discussions with Tarac Technologies and the local wine industry about the proposed grape marc processing plant are progressed and a six monthly report will be available to the Committee at its February 2015 meeting.

Film Wellington visited Blenheim and discussions are ongoing with regards to creating the opportunity for other film crews to travel to Marlborough.

Business Trust Marlborough is making good progress with the submission of an application to the Canterbury Community Trust for further funding, and other funding possibilities being investigated through local Trusts. Reports from new clients have indicated that the Trust is becoming a highly recommended source to receive business advice.

It was noted that there have been 25 client meetings since July 2014.

The Chinese Consul-General, Mr Jin Zhijang will be visiting Marlborough on 27 November 2014 and arrangements are currently underway to ensure the visit is a success.

Cirs Sloan/Leggett:
That the information be received.

Carried

ATTENDANCE: Susie Witehira, Regional Events Strategy Co-ordinator was present for the following item.

D.14/15.201 Marlborough Regional Events Strategy Update E100-002-001-01

Susie Witehira, Regional Events Strategy Co-ordinator updated Council on progress with the Marlborough Regional Events Strategy. To highlight this report a powerpoint presentation was shown (presentation filed in Trim – Record No. 14245866).

Members were advised that Marlborough was successful in its bid to hold the 21st National Scout Jamboree which will be held December 2016 - January 2017. Council is currently working through contracts and ironing out finer details. Scouting representatives will visit Marlborough on 13/14 December to view all sites.

Discussions are currently being held with Marketview regarding expenditure reporting. They prepare Topline Event Reports which show spending trends in a specific region based on information from Paymark merchants and BNZ cardholders. As a trial, a report is being sought on Nelmac Garden Marlborough. If successful, further reports will be sought on other events to assist in understanding the value of events to our region.

Mrs Witehira reported that Council can define a location of merchants to analyse and over a specific period of time which will help determine if the event stimulated or hindered the local retail market. Analysis will also include who has spent during the event period, and what they have spent on and where the spend is coming from ie; food, retail.

Members were advised that Marketview Topline Event Reports were cost effective. They looked at the region spend as a whole whereas the economic report looks at only visitor spend coming to an event.

It was noted that the reports can provide historical information going back as far as 12-13 years along with the ability to compare regions on the same date.

The brochure Show ME* Summer Events Guide which was launched at the Marlborough Story was tabled. The guide is free and will be distributed to i-Sites, accommodation providers, retailers, tourism providers and venues around Marlborough.

The Follow-ME logo and website have been amended to reflect the Marlborough Story. The site has been updated with a brighter look and more white space. There has been really good feedback received to-date.

Mrs Witehira agreed to provide regularly updates to the Committee on how many hits the website receives.

The Committee were advised that the Commercial Events Fund received 15 applicants requesting a total of \$206,305 in funding with six existing events and nine new events. Decisions will be reported to a future meeting.

It was noted, as per the Community and Finance Committee meeting of 15 July 2014, that there were a number of criteria that each application should potentially be considered on, along with a suggested guide for apportioning funding between new and existing events.

**Cirs Leggett/Sloan:
That the information be received.**

Carried

ATTENDANCE: Rachel Anderson, Policy Portfolio Manager, Gena Moses-Te Kani and Raymond Smith were present for the following item:

D.14/15.202 Ngāti Kuia Pakohe Management Plan

1400-02-01

A presentation by Gena Moses-Te Kani and Raymond Smith from Ngāti Kuia, was made to the Committee on the Ngāti Kuia Pakohe Management Plan. To highlight this report a powerpoint presentation was shown (presentation filed in Trim – Record No. 14245864).

Members were advised that the Ngāti Kuia Pakohe Management Plan is a method through which Council can establish a relationship with Ngāti Kuia and assist in fulfilling Council's RMA functions and responsibilities. These being to recognise and provide for the relationship of Māori and their culture

and traditions with their ancestral lands, water, sites, waahi tapu, and other taonga, having particular regard to kaitiakitanga and to take into account the principles of the Treaty of Waitangi. In this instance with the focus being on the association Ngāti Kuia has with pakohe.

Mr Smith spoke of the Ngāti Kuia's long association with Pakohe as the workers and traders of this stone. Pakohe is a taonga which is synonymous with Ngāti Kuia and which symbolises the intense nature of their relationship to the environment, and the mauri (life force) that is contained in all parts of the natural environment and binds the spiritual and physical world.

The members were advised that Pakohe is only found in the Te Rohe Pakohe – the Nelson Mineral Belt. This area spans from Ngā Paepae tāngata (Richmond Range), Mahitahi and Motueka Rivers, Whakatū, Kokotoru, whangamoa, Te Hoiere and onto Rangitoto. There are numerous source sites, where the stone is harvested.

Ms Moses-Te Kani noted that it has taken five years to get to this point and that it has been a very important journey for all who have taken part and that this journey will continue on from this point.

Mr Hawes noted that it is a meaningful process and that it will hold iwi and DOC in good stead to highlight what matters and Council is proud to receive the document. Mr Hawes acknowledged the hard work that had gone into developing it.

Members also expressed their appreciation of the work that has been done and that it has given members a glimpse into the relationship that Ngāti Kuia has with this toango.

It was also noted that future involvement in assisting Ngāti Kuia with the implementation of the Pakohe Management Plan represents a partnership approach between the Council and Ngāti Kuia, building on a foundation that has been established during the development of the IMP. This partnership has also positively united the Te Tau Ihu Councils and the Department of Conservation, with Ngāti Kuia, to enable the benefits of collective thinking to be realised.

Cirs Oddie/Leggett:

That the lodgement of the 'Ngāti Kuia Pakohe Management Plan' be acknowledged.

Carried

D.14/15.203 Information Package -

Mr Hawes drew members' attention to the fact that a large number of plan changes have been processed and that some of the work is approaching the end of that process. It was noted that the next meeting of the Water Allocation Group is 2 December and at that point approval will be sought for the RPS and RMP planning process and then presented to this group at its meeting on 5 February 2015.

Cirs Leggett/Oddie:

That the Regional Planning and Development Information Package dated and circulated separately was received and noted.

Carried

The meeting closed at 11.45 am.

Record No: 14257734

4. Committee Reports

4.5 Assets & Services Committee

Assets & Services Committee Meeting held on 25 November 2014
(Minute Nos. P.14/15.204 to P.14/15.217)

**Report and Minutes of a Meeting of the
ASSETS & SERVICES COMMITTEE
held in the Council Chambers, 15 Seymour Street, Blenheim
on TUESDAY 25 NOVEMBER 2014 commencing at 9.00 am**

Present

Councillors T S Sloan (Chairperson), B G Dawson, G I T Evans, T E Hook , J C Leggett, J L Andrews, and Mr R Hunter (iwi representative)

Also Present

Cirs J A Arbuckle, G S Barsanti, C J Brooks, D D Oddie

In Attendance

Mr M S Wheeler, Manager – Assets and Services Department and Nicole Chauval (Committee Secretary)

Apologies

Cirs: Evans/Hook

That apologies for non-attendance from Mayor Sowman and Councillor J P Bagge and non-member Clr L M Shenfield and were received and sustained.

Carried

ATTENDANCE: Luke van Velthooven, Chairman Marlborough Stadium Trust and Matt Kerr, Treasurer, were present for the following item.

**P.14/15.204 Marlborough Stadium Trust – Annual Report
R300-001-04**

The report, “Marlborough Stadium Trust Annual Report” was included with the agenda for members’ information.

The Chairman of the Marlborough Stadium Trust, Luke van Velthooven, spoke to the Trust’s report, along with Matt Kerr, Treasurer who presented the audited accounts for the year ended 2014.

Mr van Velthooven reported to the members that the Trust has continued to work closely with the Council to seismically assess and strengthen the Stadium Building with more works occurring over the upcoming summer period.

The members were advised that with the property aspect of the Stadium now consolidated the Trust is now able to focus on its core activities. Mr van Velthooven noted that the Trust, as a new initiative, is offering scholarships to young sports people in Marlborough to use the gymnasium. These scholarships not only provide affordable access to the gym, but also offer support services for the development of young people.

It was also noted that an offer has been made to both Marlborough Colleges and a number of teams to use the sports floor free of charge for structured training, coaching and competition. A number of teams are now using Stadium facilities for both training and competition.

Members were advised that the Trust is in the process of employing a Sports Coordinator. This role will assist in encouraging young Marlburians into a lifelong pursuit of health and well-being. It is also intended that, if young sports people wish to aspire to greater sporting heights, they are provided with the best possible grounding and opportunity Marlborough can provide. It is also envisaged that the position will enable the Trust to support all those volunteers who deliver so much to this community.

Treasurer, Matt Kerr reported that a net surplus for the year of \$143,230 from total turnover of \$2.99m was achieved. Growth was experienced across all of the Trust's activity based income streams, reflecting the continued support for the programmes and services the Trust provides. Revenue streams for the business are reasonably stable compared to previous years with the major contributions coming from Aquatics at 28%, Stadium and Health and Fitness 29% and Council funding 28%.

The cost of energy is the Trust's second biggest expenditure and Trust staff are continually looking for areas where efficiency gains can be made, particularly in the way the aquatic facility plant and equipment is operated. Primarily due to this work, energy costs have been able to be slightly reduced in the 2014 year.

Members were advised that over \$300,000 has been spent on repairs and maintenance during this financial year. It was noted that the level of expenditure reflects the age of the stadium facility and also that the Trust is funding the total asset management plan for the stadium and aquatic facility.

Members were advised that the Asset Management Plan details expected expenditure on repairs and replacement of plant out to 2035. The plan forecasts expenditure of \$2.38 million over the next ten years and it is the Trust's intention to self-fund this if possible. The Asset Management Plan does not include any allowance for earthquake strengthening, however, the Trust funded geotechnical and engineering investigations and reports to the sum of \$66,918 in the 2014 year. This resulted in the commissioning of pricing for strengthening work to be undertaken by the MDC and is at present an on-going project.

Mr van Velthoven acknowledged Paul Tredinnick's management skills in creating a positive culture at the Stadium which is identified in having low staff turnover and increased customer satisfaction.

Clrs: Leggett/Sloan

That the Marlborough Stadium Trust's Annual Report and audited financial accounts for the year ended 30 June 2014 be received.

Carried

ATTENDANCE: David Craig, Finance & Information Supervisor, was present for the following item.

P.14/15.205 Financial Report for Period Ended 30 September 2014

F045-07

The Finance and Information Supervisor, David Craig, presented the financial report for the Assets & Services Department for the period ended 30 September 2014. Mr Craig noted that as this is the first report for the 2015/16 financial year, the report focused on providing an analysis of the budget components for the various departmental activities.

For the reporting period, Departmental revenues are favourable to budget by \$207,139 due to disbursement recoveries (stadium insurances) \$93,092, roading subsidy \$189,108, recoveries for private landowner river protection works (Omaka) \$270,117, gravel and quarry rock sales \$96,939, dump fees \$50,467 and metered water sales \$84,339; offset by unfavourable land subdivision reserve contributions \$234,755, roading development contributions \$73,330 and vested assets \$257,250.

Operating expenditures are unfavourable to budget by \$357,560 due to advance payment of quarterly grant for Stadium \$209,750, emergency road reinstatement costs \$569,489, private landowner river protection works \$258,930, Omaka and upper Taylor River flood damage repairs \$123,566 and water treatment costs \$71,680; offset by favourable road maintenance activities (excluding emergency works and MRR roundabouts) \$249,688, MRR roundabouts \$419,771, sewer treatment costs \$125,813 and interest payments \$108,980.

The resulting operating deficit of \$1.47M is unfavourable to budget by \$150,421.

The total budgeted capital expenditure for 2014/15, including carryovers, is \$35.79M with year to date actual expenditure of \$2.91M (8%). Capital expenditure is mainly budgeted in roading \$9.74M (ytd actual \$0.98M) water \$8.06M (\$0.53M), sewer \$6.69M (\$0.27M) and community facilities \$4.63M (\$0.56M).

The Operational Activity for the month of September was summarised in Mr Craig's report.

Mr Craig also reported that the annual forecast fields will be updated for presentation at the next Committee meeting.

Cllrs: Leggett/Andrews

That the financial report for the period ended 30 September 2014 be received.

Carried

ATTENDANCE: Martin Fletcher, Manager, Corporate Finance was present for the following item.

P.14/15.206 Development Contributions Policy F270-00-01

Mr Fletcher reported that the purpose of this report was to inform the Committee of the requirements to address the recent amendments to the Local Government Act 2002 which relate to the charging and collection of Development Contributions.

The members were advised that Council is required to signal the changes to be made by 1 December 2014 but a final document does not have to be formulated. The key changes to the Act are the legislative changes which have been taken into account to model Development Contributions. This includes a change to the Community Infrastructure definition which provides a narrower definition focused around neighbourhood reserves and facilities.

Development Contributions for reserve purposes have been restricted to exclude non-residential developments. It is not expected that this will impact on the actual development levies determined appropriate for residential developments. However, some consideration of the regional grouping of Development Contributions for reserves may be needed and will be reported back to Council in due course.

The members were advised that in addition to the legislative changes it is proposed that Council take the opportunity to reset the Development Contributions levy to remove the need for a continuation of the current Remission Policy contained in the Development Contributions Policy. The forecast "Household Equivalent Units" (HUE) as a unit measure of demand from development will be updated in line with latest statistical forecasts.

The Development Contributions Policy will be provided to Council at its February 2015 Budget meeting as a basis for consultation as part of its Draft Long Term Plan process.

Cllrs Leggett/Evans:

That Council:

- 1. Agree to the attached Statement of Proposed Changes to its Development Contributions policy.**
- 2. Note the Development Contributions Policy will be updated and reported to the February Budget Meeting.**
- 3. Note that the significant elements of the Development Contributions policy adopted by Council for Consultation following its February 2015 meeting will be included in its Consultation Document.**

Statement of Proposed Changes to Development Contributions Policy (clause 9(2) of Schedule 1AA) of the Local Government Act 2002

In order to comply with amendments to the Local Government Act 2002 relating to Development contributions the Marlborough District Council proposes to:

- Incorporate the new purpose of Development Contributions as outlined in the Act as follows:

"to enable Marlborough District Council to recover from those persons undertaking development a fair, equitable and proportionate portion of the costs of capital expenditure necessary to service growth."

- Incorporate a set of seven principles into the development contributions policy as follows:
 - i. Development Contributions are only required when the effect of development is to require MDC to have provided, or to provide, new or additional assets or assets of increased capacity.
 - ii. Developments Contributions are determined in a manner that is generally consistent with the capacity life of assets, and in a way that avoids over recovery of costs.
 - iii. Cost allocations used to establish Development Contributions are determined according to who benefits as well as who created the need for assets.
 - iv. Development Contributions will be used for or towards the purpose for which they are collected.
 - v. Information will be provided in the Council's Long Term Plan which will demonstrate what Development Contributions are being used for and why.
 - vi. Development Contributions contained in the policy will be consistent with the methodology and schedules in the policy.
 - vii. Grouping of areas will be undertaken having given consideration to the balance between administrative efficiencies and fairness and equity.
 - Amend the definition of community infrastructure within the Development Contributions policy to be focused around neighbourhood reserves and facilities in accordance with the Act. This impacts on the Community Facilities levies excluding regional facilities except those that it has had previous reliance on Development Contribution funding in establishing these facilities e.g. the Marlborough Aquatic Centre.
 - Amend the Development Contributions Policy to exclude non-residential developments from any levies calculated to cater for reserve purposes.
 - Remove the Remission Policy contained in the current Development Contributions Policy.
 - Include the reconsideration and objections processes provided to developers received by way of request (sections 199A to 199N, Schedule 13A and section 202A of LGA).
 - i) Such requests for reconsideration can be made on the following grounds:
 1. Contribution incorrectly calculated.
 2. Territorial authority incorrectly applied its Policy.
 3. The information relied upon to assess the contribution was incomplete or contained errors.
 - ii) A new formal objections process is available to any person required to pay a development contribution. Objections cannot challenge the Development Contributions Policy itself. Objections are to be decided by independent commissioners selected from a register of commissioners appointed by the Minister of Local Government. The cost territorial authority has the ability to recover costs incurred by it from the objector.
 - These amendments will be included in the Development Contributions Policy to be adopted along with the Council's Long Term Plan following consultation.
 - Initial modelling estimates the effect on current Development Contributions to be an increase in some areas but these will be confirmed and included in the consultation material to be released in conjunction with the LTP next year.

Carried

ATTENDANCE: Stuart Donaldson, Planning & Development Engineer, was present for the following item.

P.14/15.208 Picton Water – Elevation Reservoir Budget
W460-001-008-01

The purpose of this report is to seek Committee approval for an increase in budget to construct a second reservoir at the Elevation for the Picton water supply.

Members were advised that the existing reservoir has insufficient strength to meet the required seismic performance. The main components of the reservoir range from 20 to 60% of New Building Code. It was reported that it had previously been decided to build a second smaller steel reservoir and maintain, but not strengthen, the existing reservoir because if the existing reservoir failed in a significant earthquake, the small steel reservoir would maintain the supply.

Following that decision, more has been learnt about steel reservoirs from recent earthquakes in New Zealand. This resulted in the consultant providing tenderers with minimum requirements for critical parts of a steel reservoir. The consultant also provided tenderers with a fully designed and specified option for a concrete reservoir.

Members were advised that tenders have now closed and are being evaluated. Tenderers provided both steel and concrete options.

It was reported that to enable the options to be considered, an increase in budget from the current \$1,585,000 to \$1.9 M is required. A budget of \$1.9 M will not affect this year's (2014/15) forecast expenditure for Picton water because of adjustments to the programme for Speeds Road water treatment plant.

Cirs Hook/Leggett:

That the Picton water budget for Elevation reservoir be increased to \$1.9 M in the current year.

Carried

ATTENDANCE: Alex McNeil, Solid Waste Manager, was present for the following two items.

P.14/15.209 Second Hand Sunday Trial
W300-006-008-05

The purpose of this report is to update the Committee on the outcomes of the Second Hand Sunday trial event held on 28 September 2014.

Members were advised that thirty participants registered and twenty six took part on the day. A Post Event Survey of participants was undertaken. Survey responses were, on the whole, positive.

It was noted that participant numbers were low but it is anticipated these will improve as time goes on.

It was reported that advertising costs will be kept to a minimum. Advertising of the events will be via the MDC website smart maps and potentially the Renwick community newsletter.

It was reported that there was one incidence of illegal dumping but this was due to a house clearance after a tenant vacated the property and therefore could have happened at any time.

Members were advised that the concerns raised by charity shops had been allayed as this event is at a different level. It was also noted that another positive spin off was neighbours meeting neighbours which generated a great community atmosphere with a sense of belonging and neighbourliness being established.

Cirs Andrews/Leggett:

That another Second Hand Sunday event is held in March 2015 and the outcomes reported back to the Committee by April 2015.

Carried

P.14/15.210 Rural Community Recycling W300-007-01, W300-006-014-02

The purpose of this report is to update the Committee on the outcomes of the Rural Community Recycling (RCR) project run between April and November 2014 and highlight a cost comparison with an equivalent kerbside service.

Members were advised that there were no reported incidences of illegal dumping inside or adjacent to the container during the project period. Pre and post project survey responses were favourable. Only Spring Creek School requested that an alternative location be used to avoid blocking the entrance to their carpark.

The members were also advised that the RCR system will provide an increased access to recycling services for these communities and visitors to the region. This will lead to an overall increase in the amount of material diverted from landfill and recycled (up to 388 tonnes per year).

It was noted that additional containers that can hold cardboard have been built with a grant from the Public Place Recycling Scheme and Glass Packaging Forum and are currently on trial in Renwick and Rarangi. These will be monitored during the peak summer period in conjunction with the Department of Conservation (Rarangi).

It was reported that by comparison the RCR system is more cost effective than an equivalent kerbside collection system but there is the potential for costs to increase as more people use the containers. Members were advised that targeted rates would be required to eventually fund the service but currently there is no cost to ratepayers.

It was raised that there had been suggestions of the scheme extending out to include Waihopai and Wairau Valley and other areas where there is no transfer station. Mr McNeil reported that there has been contact made but that there is an economic limit to the scheme and it is possible that Renwick could be the feeder point for the outlining areas. He also noted that the Sounds is currently being investigated and this could possibly be included the LTP.

Cirs Hook/Sloan:

That the Committee consider submitting the introduction of the RCR system to Tuamarina, Spring Creek, Grovetown, Rapaura, Rarangi and Renwick as an item to the February 2015 budget meeting for possible inclusion in the 2015-2025 Long Term Plan.

Carried

ATTENDANCE: Robin Dunn, Reserves & Amenities Officer, was present for the following three items.

P.14/15.211 Street Tree Removal Request – Westhaven Place R510-015-01

The purpose of this report provided to the Committee is to seek a decision on whether a meeting be held with affected residents, Councillors and staff to consider the removal or retention of two street trees.

Members were advised that a letter had been received, signed by eight residents, requesting the removal of two upright oak street trees, the letter was attached to the agenda item. It was noted that the trees are healthy and add a number of benefits to the street and area; however they do generate additional detritus removal work. It was also noted that there are a number of established trees along Westhaven Place.

It was reported that the reasons for the request for the removal of the trees are that they continually drop leaves throughout winter months generating a large amount of leaf waste as well as dropping acorns, blocking drains, shade neighbouring properties and reduce vehicle visibility on the corner.

Cirs Evans/Hook:

That an onsite meeting is held with affected residents, Councillors and Reserves staff to view the trees and discuss issues and options, before a decision is made on the future of the trees.

Carried

P.14/15.212 Request to Remove Wattle Trees on Harling Ridge - Farm Park Boundary R510-009-W03-01

The purpose of this report provided to the Committee is to seek approval to remove and replace wattle trees that are causing hay fever and allergies and replant with non-allergenic native species on the Harling Ridge – Farm Park Boundary.

Members were advised that three letters from adjacent residents have been received with the Graham's letter containing signatures from 15 residents who live in close proximity to Harling Ridge. The wattle trees are located along the ridge line above Harling Park.

It was reported that tree removal is proposed for this autumn and replacement planting, using hardy native species, could be done as a community project.

Members were advised that the renewal process would be done in the interests of public health and safety, by reducing spring pollen levels and fire danger from flammable vegetation. These factors will enhance local residents' enjoyment of their adjacent properties.

Clrs Hook/Leggett:

That the 140 wattle trees are removed in autumn, with replanting done as a community project using hardy local native species, with funding from the Reserve Sections budgets.

Carried

P.14/15.213 Mountain Bike Trails – Proposed Expansion in Wither Hills Farm Park and Victoria Domain R510-009-W03-11, R510-009-V01-04

Mr Dunn advised that the purpose of this report provided to the Committee is to inform and seek Council approval, in principle, to expand the size of the Wither Hills Mountain Bike Park, to the south and west towards the Rotary Lookout. It is proposed to incorporate marginal farm and forestry land to enable additional trails to be formed to complement existing trails. It is also proposed to construct an easy grade mountain bike trail that will connect the Rifle Range main car park directly to the Mountain Bike Park. Maps identifying the proposed trails were attached to the agenda for members' information.

The members were advised that the proposed expansion will not encroach or interfere with existing walking tracks up to the Rotary Lookout and beyond and provision for a new exclusive walking track is also proposed to connect Taylor on Boulevard and Grigg Drive residents' to the Rotary Lookout.

It was reported that considerable support exists from local communities, in both Blenheim and Picton for new mountain biking trails, and the majority of riders are seeking easier grade trails. With the increasing interest in cycling as a recreational, hobby and fitness activity, significant potential exists to attract additional visitors to Marlborough as a mountain biking destination. The Marlborough Mountain Bike Club is well organised and keen to assist with proposed trail development and seek outside funding and sponsorship where possible. Upon Council and Consent approval, trail marking and building can commence as funding permits.

It is proposed to develop additional easier grade mountain bike trails within the Wither Hills Farm Park and Victoria Domain to meet requests from the Marlborough Mountain Bike Club and community. Many casual riders also use the existing mountain bike trails and would use more if available. Easier grade trails are proposed to be built and are clearly the preference for the majority of riders.

Well designed and constructed walking and mountain bike trails also provide an attraction for both domestic and international visitors.

Members were advised that trail construction is permitted and consistent with both reserves management plans and stakeholder consultation has taken place. Resource consent applications have or are being lodged for proposed trail construction and trail construction costs have been estimated.

It is proposed funding will come from a number of sources and possibly Council, however, trails will be used and enjoyed by many users once constructed. There are track counters on the hills that confirm the trails are well used and further track counters are being installed.

Mr Dunn reported that the mountain bike group are willing to do a large amount of work themselves which will reduce construction costs. The estimated annual cost of maintaining the additional 17 km of proposed trails is \$17,000, however completion would take a number of years.

Cirs Sloan/Dawson:

- 1. That approval be granted to construct the proposed new mountain bike trails within the Wither Hills Farm Park and Victoria Domain as mapped and outlined, on the condition that all consents and other approvals are met and as funding permits.**
- 2. That the Mountain Bike Park perimeter be modified to incorporate the northern gully through to the Rotary Lookout ridgeline and west towards Taylor on Boulevard.**

Carried

ATTENDANCE: Robert Hutchinson, Reserves & Amenities Officer, was present for the following item.

P.14/15.214 Rema Reserve Tree Removal Request R510-009-W03-11, R510-009-V01-04

Mr Hutchinson advised that the report provided to the Committee outlined the proposal to seek Councillors' consent to remove a eucalyptus tree from Rema Reserve.

The members were advised that there has been a history of complaints about gum trees in Rema Reserve creating nuisance and safety concerns.

The Committee heard that a large limb has fallen from the first eucalyptus in the reserve which has created a large cavity in the crown of the tree. An arborist investigated the tree following this and his findings were that the tree will not have sufficient opportunity to grow new reaction wood to strengthen branches and therefore the likelihood of future branch or limb failure has increased which will endanger pedestrians, vehicles and structures.

There was discussion on alternatives to removal, such as the possible bracing of the remaining limbs but it was agreed that there would be no guarantee that the Cobra bracing would work for this tree.

The Committee supported the tree's removal.

It was proposed that the timber from the tree would be given to the Lions Club who gift it to the elderly and needy for firewood.

Cirs Leggett/Andrews:

- 1. That the eucalyptus identified in this report be removed.**
- 2. That the removed tree be replaced with a number of large growing tree species.**

Carried

ATTENDANCE: Rosie Bartlett, Reserves & Amenities Manager, was present for the following item.

P.14/15.215 Freedom Camping Bylaw Amendments R510-005-08

The report, "Marlborough District Council Freedom Camping Control Bylaw 2012" was included with the agenda for members' information.

Ms Bartlett advised that the purpose of the report provided to the Committee is to recommend changes to the Freedom Camping Bylaw and suggests a trial to determine appropriateness of new sites before further consultation and adoption of a new Bylaw. To highlight this report a powerpoint presentation was shown (presentation filed in Trim – Record No. 14251672).

Members were aware that Council had requested that the existing Bylaw be reviewed and that a working group had been established. The working group have worked through the suggestions received from the public and have come up with recommendations that would then go out to the public for comment through the special consultative process. As part of this process it is recommended that the changes and new areas be trialled over the summer so that the public and Council will have a better understanding of the effect before committing them to the Bylaw. The working group recommendations were attached to the agenda item.

It was noted that during the consultation process last year there were many submissions regarding Koromiko which is a designated camping site for both non self and self-contained vehicles. The majority of users of the reserve are ferry traffic. The working group have recommended that Koromiko continues to be used as a designated site but with a restricted number of vehicles. As a response to this other areas in Picton have been suggested to cater for the ferry traffic.

Members were advised that under the legislation (Freedom Camping Act) Freedom Camping is considered to be a permitted activity but some parts of the district can be designated as prohibited for Freedom Camping or have restrictions applied if justified by specific adverse effects. The restrictions are enforced by Council with the ability to issue \$200 infringement notices if these are breached.

Ms Bartlett advised members that people are encouraged to contact Council if people are Freedom Camping in prohibited areas as the bylaw gives Council the authority to infringe if necessary but it is also seen as a good opportunity to educate users.

The members agreed that freedom camping is another way of encouraging people to visit and stay in Marlborough and giving them the areas to do that is also positive environmentally and that the working group have made really good progress.

Cirs Hook/Sloan:

- 1. That the recommendations be adopted to form prohibited and restricted areas in the draft Freedom Camping Bylaw.**
- 2. That a trial of the suggestions is put in place for the 2014/15 summer which will form evidence for the consultation phase of the Bylaw.**

Carried

Clr Leggett withdrew from the meeting at 11.30 am.

Clr Dawson withdrew from the meeting 11.55 am.

ATTENDANCE: Robert Hutchinson, Reserves and Amenities Officer and Brad Molony, Head Gardner, were present for the following item.

P.14/15.216 Pollard Park Management Plan

R510-014-003-01

The report, "Pollard Park Management Plan" was included with the agenda for members' information.

Mr Hutchinson advised that the purpose of this report provided to the Committee is to present the final Pollard Park Management Plan for approval. To highlight this report a powerpoint presentation was shown (presentation filed in Trim – Record No. 14251674).

It was reported that the 1997 Pollard Park Management Plan was released for public consultation in March 2014. Twenty eight submissions were received and these have formed the final Pollard Park Management Plan.

The establishment of commercial enterprises on the Park such as a café, coffee kart and mini golf course were requested through the submission process. It was noted that people enjoyed Pollard Park as a location that you could take your family to without the pressure of spending money. The Workshop Committee agreed that having no pressure to spend money was a positive thing and something that was becoming less common in public spaces. The plan therefore provides for any concession request to be brought to Council and weighed against Pollard Park being a free family experience.

It was noted that the Management Plan allows for the installation of infrastructure to support events at Churchill Glade such as power and toilets. Once this is achieved the play area can extend into the Baden Powell area, although there will still be space in this area for smaller events.

Mr Molony and his staff were congratulated on having Pollard Park included in the Garden Marlborough tours this year and members look forward to it being on the Garden Marlborough schedule in future.

Members were advised that planning and planting is well underway to commemorate 100 years WW1. It was reported that there is a large display in place and the memorial has been erected. Plantings will continue over the next couple of days with the overall design having great effect.

Cirs Andrews/Hook:
That the Pollard Park Management Plan is adopted.

Carried

P.14/15.217 Information Package

That the Assets and Services Department Information Package dated 2014 be received and noted.

Carried

The meeting closed at 12.05 pm.

Record No. 14258786

4. Committee Reports

4.6 Environment Committee

Environment Committee Meeting held on 27 November 2014
(Minute Nos. R.14/15.218 to R.14/15.232)

**Report and Minutes of a Meeting of the
ENVIRONMENT COMMITTEE
held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY, 27 NOVEMBER 2014 commencing at 1.00 pm.**

Present

Councillors P J S Jerram (Chairperson), J A Arbuckle, G S Barsanti, C J Brooks, D D Oddie, L M Shenfield and Mr E R Beech (Rural representative).

In Attendance

Councillors G I T Evans and T E Hook and Councillors J L Andrews, B G Dawson and J C Leggett (for part of the meeting), Mr H R Versteegh (Manager, Regulatory Department), and Kathy Payne (Committee Secretary).

Apologies

Cirs Jerram/Shenfield:

That apologies for absence from Mayor Sowman and Mr E R Beech (for lateness) be received and sustained.

R.14/15.218 Confirmation of Sub-Committee Business

Cirs Barsanti/Shenfield:

That the following approvals granted by the Swimming Pools Sub-Committee acting under delegated authority (Regulatory Committee Minute (R.13/14.166) be received and the recommendations adopted:

- **D & L Hawtin – Dry Hills Lane, Blenheim - exemption to install a Coverstar automatic pool cover in lieu of a fence (exemption pursuant to section 6 of the Fencing of Swimming Pools Act 1987).**
- **N & A Maddren – 22 Severne Street, Blenheim - renewal of exemption for Save-T Cover automatic pool cover in lieu of a fence (exemption pursuant to section 6 of the Fencing of Swimming Pools Act 1987).**
- **J P & V A Tripe – 390 Old Renwick Road, Blenheim – renewal of exemption for a Save-T II automatic pool cover in lieu of a fence (exemption pursuant to section 6 of the Fencing of Swimming Pools Act 1987).**
- **H & J Meyers – 33 Malthouse Road, Riverlands – renewal of exemption for a pool cover by installing a new Coverstar safety pool cover in lieu of a fence (exemption pursuant to section 6 of the Fencing of Swimming Pools Act 1987).**
- **M McQuillan & B Lemaire – 105 Marlborough Ridge Drive, Fairhall - exemption to install a Coverstar automatic pool cover in lieu of a fence (exemption pursuant to section 6 of the Fencing of Swimming Pools Act 1987).**

Carried

ATTENDANCE: Mr S Urlich, Council's Coastal Scientist, was present for the following item.

R.14/15.219 Havelock Estuary Ecological Study E325-006-002-03

Members were advised that as part of the Council's Coastal Monitoring Strategy, Wriggle Limited were contracted to study the ecological health of the Havelock Estuary. This was a repeat of the Cawthron Institute mapping undertaken in 2001 as since then there have been significant events which could impact on its ecology.

Leigh Stevens and Barry Robertson of Wriggle Limited were at the meeting to present the fine-scale sediment survey and the broad-scale habitat mapping reports which were included with the agenda. Mr Stevens showed the Committee what healthy estuaries should look like and the state of Havelock Estuary currently. Mr Stevens advised that very low levels of heavy metals, organic contaminants and nutrients were detected during the fine-scale survey. The Estuary has lots of saltmarsh, some seagrass, and lots of mud. The increased muddiness across the extent of the estuary was the only difference between the sampling in 2001 and 2014. Mr Stevens said the Estuary has 77% mud and is a long way down the point of change although it is not beyond redemption.

The Committee was advised that fine sediment is the main issue and if it can be reduced the mud will start to flush out. The removal of the introduced cord-grass *Spartina* and increased sediment was discussed.

The consultants suggested investigating the source of the sediments, the rate that it is being deposited and what can be done to reduce it within the Estuary. They also recommended the establishment of additional sediment plate monitoring to assist with calculating deposition rates and ongoing monitoring. Members were advised that historical coring would need to be undertaken to determine the Estuary's natural state.

The Committee noted that the reports are an early alert to the Council and community that there is an issue at the Estuary. Mr Urlich advised that the Council scientists will work together to review current monitoring data in the estuary and wider catchment to identify gaps and develop new monitoring. The Committee was advised that investigation of sediment sources is the next step, along with working with the community and industry to develop a deeper understanding of how to restore the estuary to a better condition.

Cirs Barsanti/Brooks:

That the reports, "Havelock Estuary – Fine Scale Monitoring 2014" and "Havelock Estuary 2014 – Broad Scale Habitat Mapping", be received.

Carried

ATTENDANCE: Mr A Johnson, Council's Environment Science & Monitoring Manager, was present for the following item.

R.14/15.220 New Zealand Wilding Conifer Management Strategy E315-006-018-01 & E315-004-010-01

The report to the Committee provided information on the "New Zealand Wilding Conifer Management Strategy" draft discussion document which was included with the agenda. The Strategy is led by Ministry of Primary Industries in collaboration with members of the New Zealand Wilding Conifer Management Group.

Members were advised that conifers can provide a range of positive benefits however wilding conifers can impose a significant threat to biodiversity, landscape and water resource values. The Council has some existing wilding conifer management programmes and other agencies also have similar regimes, such as the Marlborough Sounds Restoration Trust, but there are still major spread risk issues. The non-regulatory Strategy could provide coordination of management responses through collaborative initiatives and prioritisation of funding streams and other controls for implementation.

The implications for the Council and the community if it chooses to implement any programmes are currently unknown so the regional sector group is working closely with the Crown to clarify any expectations. Once clarification and programme implementation is clearer on the Strategy, staff will provide an update to the Council.

Cllrs Barsanti/Shenfield
That the information be received.

Carried

ATTENDANCE: Mr Beech joined the meeting and Mr P Davidson, Council's Groundwater Scientist, was present for the following item.

R.14/15.221 Groundwater Quantity State of the Environment Report Card 2014

E345-007-001

The Groundwater Quantity – Spring Update State of the Environment report card included in the agenda provided an update on the state of Marlborough's underground water resource. The report is targeted at spring each year to look back on the impacts of the previous summer's water use on aquifers and forward to quantify how much groundwater is in storage to meet demand for the 2014/2015 summer.

The key points noted were that groundwater levels are at their lowest on record for this time of the season at many Marlborough well sites, except for the Southern Valleys Aquifers which are mostly at high levels. Drier conditions are predicted to compound the issue of low groundwater storage by increased consented water demand and above average rainfall. Sustained high river flows are needed to replenish low groundwater storage.

Mr Davidson advised if the dry weather persisted into December 2014 it was likely that small low storage aquifers which tend to drain rapidly, or have large consented rates of abstraction associated with them and rely on recharge from ephemeral rivers or direct rainfall, are unlikely to recover until well into 2015. This is because evapotranspiration rates historically exceed rainfall for the rest of summer into early autumn.

Members were advised that Council staff are monitoring the water resource situation closely. Water users can check the status of their own aquifer resource by going onto the Council website at any time.

Cllrs Jerram/Shenfield:
That the Groundwater Quantity State of the Environment Report Card 2014 be received.

Carried

ATTENDANCE: Mr A Van Wijngaarden, Council's Harbour Master, was present for the following three items.

R.14/15.222 Harbour Fees and Charges – Review

H100-001-01, F045-07-01

The report to the Committee provided information on a review of fees and charges applicable to Harbour functions. As Harbour Authority, the Council provides services to ensure that the region's waterways remain safe for all users.

At its 13 February 2014 meeting the Committee resolved that the fees and charges that related to Maritime Safety functions, originally set by Bylaw, would be reviewed annually through the Annual Plan process. Members were advised that the Council is empowered to introduce fees and charges in accordance with section 33R of the Maritime Transport Act 1994.

The review identified that the fee charged for a Pilot Exemption Certificate Examination needed to be increased from \$350 to \$830 based on the average time spent of 3.5 hours per examination as the fee had not been increased since the introduction of pilotage exemptions. It was determined that a fixed fee was able to be established because the work involved was a known factor. Members were advised that the pilotage exemption was to legally allow a master frequenting the harbour to do so without the need for a pilot.

It was proposed that the fee for Hot Work permits be changed from \$50 to a \$50 minimum with actual time based on officer charge-out rates, as the actual time involved for the issuing of permits varied significantly. The Hot Work permit was to undertake welding, cutting and grinding on board a ship. It was also noted that the Harbour Master Group frequently undertook work that has a private benefit only and there is currently no formalised fee structure in place to recover the costs.

Cirs Barsanti/Brooks:

1. That the information be received;
2. That the changes in fees and charges be approved and included in the Annual Plan consultation process:

CATEGORY	FEE
Pilotage Exemption Examination	\$830
Hot work Permit	Actual time with a minimum of \$50
Staff Time:	
Harbour Master	\$236 per hour
Deputy Harbour Master	\$153 per hour
Maritime Officer	\$128 per hour
Administrator	\$100 per hour
Vessel Time:	
Discovery	\$360 per hour – includes a crew of 2
Astrolabe	\$325 per hour – includes a crew of 2

Carried

R.14/15.223 Marine Farm Light Audits H100-004-003-14

An update of the ongoing marine farm light audits carried out was provided for members' information. The areas audited were Port Underwood and Port Gore as detailed in the agenda and as reported at the last Committee meeting. The item contained further information regarding the number of farms contacted and the responses received by the due date. Members were advised that responses had been received from six out of the 29 farms contacted.

It was noted that there has been a substantial improvement in overall compliance however responses from farmers, who have one month within which to rectify deficiencies and to report this to the Harbour Master, remained low.

At the meeting the Harbour Master advised a number of responses had been received from the marine farmers since the agenda was prepared.

The Harbour Master advised that the ultimate responsibility for the implementation and compliance with consent conditions for lighting and marking rested with the consent holder.

Cirs Jerram/Arbuckle:
That the information be received.

Carried

R.14/15.224 Aids to Navigation H100-005-14

The Council is responsible for the provision and servicing of 98 Aids to Navigation in the region and the report to the Committee provided an update on their on-going management over the winter period.

Members were advised that all Aids to Navigation performed well over recent weeks with only one failure occurring therefore International Light House Authority standards were achieved for the past six weeks.

It was noted that the Pickersgill Island Cardinal mark has been replaced.

Cirs Oddie/Shenfield:
That the information be received.

Carried

ATTENDANCE: Ms N Eade, Council's Land Resources Scientist, was present for the following item.

R.14/15.225 New Zealand Dryland Forests Initiative - Project Update E355-008-003-01

Members were advised that the New Zealand Dryland Forests Initiative (NZDFI), established in Marlborough in 2008, is a long term project to diversify the forestry industry in New Zealand, with a focus on developing a sustainable durable timber product from suitable eucalyptus species.

Project manager of the NZDFI, Mr Paul Millen, provided a comprehensive presentation at the meeting on the vision and establishment of the initiative and what has been established to date. He advised that Council provided an initial \$30,000 to the project and supports the project on an ongoing basis by providing land on river reserve for a trial. Since 2008 the NZDFI has invested \$2.5 million in planting and managing over 120,000 trees in trials across eight New Zealand regions. It is now the largest new forestry research programme established in New Zealand in over 30 years and is recognised internationally as the only tree breeding programme focused on the genetic improvement of durable eucalypts.

In his presentation Mr Millen noted the potential for durable eucalypt timber vineyard posts in Marlborough and other hardwood uses, and other benefits including future regional processing of high value wood products for domestic and international markets. He then discussed the species under breeding and the potential for heartwood formation and the new demonstration trials planted in 2014.

Recent developments included a new purpose built propagation facility, an annual \$50,000 contribution for post graduate research and a generous donation of \$50,000 from James Jenkins, a local Marlborough bee keeper.

Members were advised that there is also the potential to sustain bees essential to New Zealand's agricultural and manuka honey sectors and the project will research the flowering, seasonal timing and protein values if they are used by native insect pollinators and honey bees. It was also noted there needs to be a suitable buffer from vineyards because of wine taint in some varieties.

Cirs Barsanti/Oddie:
That the information be received.

Carried

A five minute recess was held.

**R.14/15.228 Outer Limits Limited (Residential)
- Road Name Request U120396**

The Committee was asked to consider the naming of a new road which is to be created by Outer Limits Limited as part of their subdivision located between the Westwood Retail Park and Rose Street in Springlands as shown on the scheme plan attached to the agenda.

The names put forward were Blackmore Place and Cornelia Place. Blackmore Place was the developer's preferred option, named for the Blackmore family who had owned the property since 1919. Cornelia Place was an option to continue the rose name theme of the area.

The proposed names were circulated to all iwi, local historians and Marlborough Roads who raised no concerns. Staff advised that both names met the criteria for the Road Naming Policy. The Committee agreed that Blackmore Place was an appropriate name for the new road.

Cllrs Brooks/Oddie:

That once vested in Council the proposed new road, as shown on the appended scheme plan in Figure 1 (Outer Limits Limited), be named "Blackmore Place".

Carried

ATTENDANCE: Mrs J Robertson, Council's Environmental Protection Officer was present for the following item.

**R.14/15.229 Winery Wastewater & Grape Marc
Monitoring Report E330-002-004**

The report to the Committee outlined the Compliance Group's ongoing monitoring of the discharge of winery wastewater and grape marc to land for the period 1 June 2013 – 31 May 2014. The report included background to the monitoring, where and how monitoring was undertaken and monitoring results.

Mrs Robertson summarised the monitoring results during her presentation to the Committee. She advised that monitoring is based on assessment of information provided by wineries and from annual inspections.

Thirty six wineries that discharge wastewater to land were monitored according to resource consent conditions and/or permitted activity provisions under the Wairau/Awatere Resource Management Plan. The grape marc storage at the wineries was also inspected. Additional monitoring was also undertaken for the wineries that compost and/or spread grape marc directly to land to ensure appropriate location, leachate collection and compliance with the Wairau/Awatere Resource Management Plan standards.

Mrs Robertson advised that the majority of wineries had taken on board the comments and recommendations from the previous 2012/2013 compliance reports. This year six wineries, as compared to two in 2013, were fully compliant with all conditions or rules. She advised that the most common areas of non-compliance for this monitoring period were for exceeding the permitted ranges on one or more occasions for faecal coliforms (17 wineries), pH (12 wineries) and biological oxygen demand (BOD5) (4 wineries). Some other breaches included exceeding total nitrogen loadings and not including all parameters in wastewater or soil sampling. These breaches were not considered significant enough to warrant enforcement action and no adverse environmental effects were observed at the time of the site inspections.

For this monitoring period heavy rain in mid-April during vintage provided a challenge for many wineries. This did result in 10 wineries breaching discharge rate rules or conditions and four wineries breaching discharge volume conditions. However, there were only some instances of minor localised ponding with no ongoing environmental issues. Short term corrective actions were undertaken to address ponding.

Members were advised that the emphasis is on continuous improvement to ensure that environmental impacts are minimised or averted and compliance costs to both Council and wine companies are minimised. However, if there is significant non-compliance and adverse environmental effects Council will take the necessary enforcement action.

Mrs Robertson confirmed that the wineries are issued with detailed monitoring reports which they are then required to forward onto the Sustainable Winegrowing New Zealand for audit purposes.

**Cirs Barsanti/Brooks:
That the information be received.**

Carried

ATTENDANCE: Ms G Ferguson, Council's Compliance Manager, was present for the following item.

R.14/15.230 Noise Control E360-003-001

A presentation was provided to the Committee outlining provisions under the Resource Management Act 1991 (the Act) to manage excessive and unreasonable noise. Excessive noise is defined in section 326 of the Act and Ms Ferguson outlined to the Committee what is defined as excessive noise and what types of noise are not included or covered by other legislation.

The Council provides a 24 hours, 7 day a week noise control service through a contractor to all but the more remote areas of the district. She advised that noise can disturb some people and not others. A certain amount of noise is permitted – within reason. At any time of the day or night there is the right to have excessive noise stopped or reduced, whether it be from a loud party, an alarm, construction activity at an unreasonable hour, or another source. It was noted that it was important for a complaint to be lodged at the time the noise was occurring.

Ms Ferguson advised that on receipt of a complaint where it is determined that the noise is excessive, an enforcement officer may direct persons to immediately reduce noise to a reasonable level. Failure to comply with an excessive noise direction immediately could necessitate an enforcement officer, accompanied by a constable, to enter and seize any equipment producing or contributing to the excessive noise.

Members were advised that enforcement tools included issuing excessive noise direction, issuing abatement notices, seizure of equipment and issuing infringements.

**Cirs Barsanti/Shenfield:
That the information be received.**

Carried

R.14/15.231 Dog Control Policy and Practices Annual Report 2013/2014 E305-000-001

Members were advised that Section 10A of the Dog Control Act 1996 requires Council to prepare an annual report on its dog control activities for the previous financial year. The annual report for 2013/2014 was attached to the agenda for members' information.

- Cirs Barsanti/Oddie:**
1. **That the Dog Control Policy and Practices Annual Report for the 2013/2014 year be approved.**
 2. **That the report be publicly notified and a copy be provided to the Secretary of Local Government.**

Carried

R.14/15.232 Information Package

Cirs Jerram/Shenfield

That the Regulatory Department Information Package dated 27 November 2014 be received and noted.

Carried

The meeting closed at 4.40 pm.

Record No: 14257660

4. Committee Reports

4.7 Grants Sub-Committee

Grants Sub-Committee held on 17 November 2014
(Minute No. X.14/15.174 to X.14/15.177)

**Report and Minutes of a Meeting of the
GRANTS SUB-COMMITTEE
held in the Committee Room, 15 Seymour Street, Blenheim
on MONDAY 17 NOVEMBER 2014 commencing at 9.30 am**

Present

Clr Jenny Andrews (Chairperson), Clr Cynthia Brooks, Mr Graeme Duncan, Mrs Karen Hartshorne, Mrs Kate Parker, Mrs Lisa Ivamy, Mr Graeme Haymes, Mrs Patricia Clay

In Attendance

Lyne Reeves (Community Development Advisor), Nicole Chauval (Committee Secretary), Mike Porter (Democratic Services Manager).

X.14/15.174 Declaring an Interest D050-001-G02

Committee members were reminded of their responsibilities when allocating the available funding under set criteria, and they were advised of what was expected of them when having an interest in a particular application. The intention of declaring an interest is to ensure that those with an interest have no involvement in the decision making process.

Council's District Secretary's advice is that Committee members, once they have declared an interest, leave the room for that particular application. He advised that it was important that it be seen that matters are processed without any influence especially where, for example, there are competing applications; some organisations may not have a representative around the table. The rule needed to be applied strictly for the process to be seen as fair to all concerned.

Declaring an interest applies to those who are members or honorary members of an organisation and also where it could be perceived that a person has an interest in an organisation.

At the Grants Sub-Committee meeting on 16 October 2012 some committee members questioned the process, and it was decided that the chairperson would make the final decision if there was dissention.

Clrs Andrews/Brooks

That the information be received.

Carried

X.14/15.175 Process for Decision Making D050-001-G02

Committee members' attention was drawn to the process for decision making that had been successfully used by previous Grants Sub-Committees. Members had been asked to familiarise themselves with the process prior to the meeting so that this could be consistently applied when considering grant applications.

Clrs Andrews/Brooks

That the information be received.

Carried

**X.14/15.176 Council Community Grants Allocation
C150-001-004-01**

Council provides \$100,000 per annum for grants to be allocated under specific criteria and eligibility conditions to community organisations providing Community Welfare/Social Services; Environment and Sport and Recreation.

Members discussed the applications; 56 were considered to be eligible for funds; 3 were considered to be ineligible. Total funds requested were \$269,862.34. The Committee made the following recommendations:

Community Services

	Organisation	Project Description	Decision
1	CCS Disability Action	Operating costs of salary for co-ordinator/admin position	\$2,000.00
2	Diabetes Marlborough	Assistance with rent for premises for two years	\$2,500.00 (applies to one year's rent)
3	Supporting Families Marlborough	Training workshops for community organisations	\$2,000.00
4	Riversdale Promotions Inc.	Assistance with co-ordinator wages	\$2,000.00
5	Marlborough Hospice Trust	Assistance with rates for Hospice Shop	\$1,500.00
6	Autism NZ Nelson Marlborough	Continuation of support services for clients in Marlborough	\$750.00
7	Bread of Life Trust	Operating costs for service delivery	\$2,500.00
8	Te Hauora O Ngati Rarua	Costs of Kaumatua day activity programme	\$2,500.00
9	Crossroads Marlborough Trust	Assistance with rent for premises	\$5,500.00
10	Marlborough Youth Development Trust	Continuation of Kiwi Can programme in schools	\$3,500.00
11	Marlborough Riding for the Disabled	Replace kick boards around indoor arena for safety	\$3,500.00
12	Birtright Marlborough	Programme for youth activities	\$1,000.00
13	The Parenting Place - Attitude	Delivery of programme in colleges	\$1,000.00
14	Barnardos	Continuation of Active Dads programme	\$3,500.00
15	Picton Sea Scouts	Operating costs for service delivery <i>(Lisa Ivamy declared an interest and withdrew from the meeting)</i>	\$750.00
16	Havelock Vision 20/20	Develop brochure on activities in Havelock	\$300.00
17	Marlborough JP Association	Produce cards to promote service <i>(Clr Jenny Andrews declared an interest and withdrew from the meeting, Clr Cynthia Brooks assumed the chair)</i>	\$160.00
18	CanTeen Nelson/Marlborough	Costs of Youth Worker role	\$2,000.00
19	Arthritis NZ	Costs of Educator role in Marlborough	\$1,500.00
20	Spring Creek Playcentre	Repaint exterior and interior of the centre	\$2,990.00
21	St Christopher's Hall Committee	Repairs & maintenance to hall	\$3,000.00
22	St John South Island Regional Trust	Purchase 4 new defibrillators for stations <i>(Graeme Haymes declared an interest and withdrew from the meeting)</i>	\$6,500.00
23	Blenheim South Community Trust	Equipment for elderly seminars and activities	\$1,500.00
24	Open Home Foundation	Operating costs for social worker	\$3,500.00

	Organisation	Project Description	Decision
25	MS Society	Wages for Fieldworker	\$750.00
26	PND Marlborough	Costs for information sessions and brochures <i>(Clr Jenny Andrews declared an interest and withdrew from the meeting, Clr Cynthia Brooks assumed the chair)</i>	\$750.00
27	Victim Support	Costs for training & expenses for volunteers	\$2,500.00
28	Cancer Society	Purchase of vehicle for service delivery <i>(Karen Hartshorne declared an interest and withdrew from the meeting)</i>	\$3,000.00
29	Marlb Community Development Trust	Operating grant for office costs and programme delivery	\$2,500.00
30	Wairau Youth & Family Trust	Costs for Community Children's Workers in Redwoodtown	\$2,000.00
31	Marlborough SPCA	Funds to develop an isolation area for felines	Declined (Insufficient funds available)
32	Awatere Playcentre	Purchase equipment for Kindergym	\$800.00
33	Maataa Waka	Costs for Kaumatua Care programme	\$1,000.00
34	Dillons Point Community Playgroup	Operating costs for playgroup services	\$2,200.00
35	Waikawa Marae	Rewiring of buildings for safety	\$2,500.00
36	Salvation Army	Assistance with costs for firewood project	\$3,000.00

Environment

	Organisation	Project Description	Actual
37	Kaipupu Point Mainland Island Society	3 projects to raise awareness & maintain sanctuary	\$3,500.00 (Excludes structure)
38	Nelson/Marlborough Fish & Game	Planting for Para Wetland Restoration Project	\$1,000.00
39	Conservation Kids	Operating costs for website and volunteers	\$800.00
40	Marlb Falcon Conservation Trust	Increased hours to continue community programmes	Declined (Insufficient funds available)

Sport and Recreation

	Organisation	Project Description	Granted
41	Picton Rowing Club	Replace treadmill in community gym in Picton	\$1,500.00
42	Blenheim Golf Club	Replace mower for grounds maintenance	\$1,000.00
43	Waikawa Boating Club	Repairs & maintenance for Committee/Start boat	\$2,000.00
44	Marlborough Tennis Club	Resurfacing of six tennis courts	\$3,500.00

	Organisation	Project Description	Granted
45	Waikawa Waka Ama Whanau	Safety equipment required for activity	\$500.00
46	Blenheim Canine Training Club	Purchase of laptop	Declined (Insufficient funds available)
47	Scout Association - Nativity	Purchase 2 water slides for community activities	\$500.00
48	Marlborough Colleges Sailing Club	Purchase 3 sets of sails	\$1,500.00
49	Marlborough Kids Duathlon	Upgrade website for event	Declined (Insufficient funds available)
50	Hockey Marlborough	Assistance with lighting costs for turf	\$1,000.00
51	Fun Seekers Leisure Marchers	Host South Island Leisure Marching Weekend <i>(Clr Jenny Andrews declared an interest and withdrew from the meeting, Clr Cynthia Brooks assumed the chair)</i>	Declined (Insufficient funds available)
52	Tokomaru Netball Club	Costs of venue hire for training	\$500.00
53	Marlborough Golf Club	Professional coaching for juniors and new adults	\$750.00
54	Tasman Regional Sports Trust	Hubs co-ordinator & activity trailer equipment <i>(Karen Hartshorne declared an interest and withdrew from the meeting)</i>	\$4,000.00
55	Havelock Community Association	Plans for Boardwalk in Havelock	Declined (Insufficient funds available)
56	Marlborough Tennis Association	Operating costs for facility fees	\$1,000.00

SCHEDULE 'A' - Ineligible Applications

	Organisation	Project Description	Decision
57	Tautoko Services	Funding for social activities for clients	(No 50% contribution)
58	St Marks Society	Funding for courses for A&D clients	(No 50% contribution)
59	Citizens Advice Bureau	Purchase projector & screen for training delivery	(No 50% contribution)

K Parker/Clr Brooks

1. That it be noted that the applications listed in 'Schedule A' do not qualify for assistance.
2. That Council approve the above listed grants to community organisations totalling \$100,000.

Carried

Karen Hartshorne withdrew from the meeting at 3.30pm.

X.14/15.177 Council Arts, Culture and Heritage Grants Allocation

C150-001-005-003-22, C150-001-005-005-22

Council provides funding of \$50,000 per annum for Arts and Culture and \$75,000 for Heritage under specific criteria and eligibility conditions.

Six applications were received, and all were eligible for funding from the Arts and Culture budget. Total funding requested was \$24,065.00.

11 applications were received for Heritage funding, and all were eligible. Total funding requested was \$41,733.50.

The Committee made the following recommendations:

Arts

	Organisation	Project Description	Decision
1	Blenheim District Highland & Pipe Band	Upgrade uniforms & outfit new members	\$2,820.00
2	Marlborough Readers & Writers Trust	Assistance with costs of 2nd Book Festival	\$6,503.00
3	Marlborough Art Society	Repairs and maintenance work for the workshop/studio	\$3,075.00
4	Marlborough Community Potters	Art project in partnership with Cancer Society & schools	\$5,670.00
5	Millennium Public Art Gallery	Purchase and implement Past Perfect software for public art collection (Kate Hartshorne declared an interest and withdrew from the meeting)	\$6,000.00
6	Havelock Theatre Inc.	Repaint the Proscenium Arch at the Town Hall	\$796.00

Heritage

	Organisation	Project Description	Decision
1	Ngati Toarangatira Manawhenua ki te Tau Ihu Trust	Identify & record locations of unmarked graves at Maori Island	\$9,888.00
2	Renwick Museum & Memorial Library	Archivist wages and new laptop for collection management	\$2,050.00
3	Havelock Museum Society	Pest treatment for museum to protect collections	\$707.50
4	Picton Historical Society	Equipment for display and archives	\$1,025.00
5	Wantwood Community Room Society	Repairs & maintenance to old school building (Clr Brooks declared an interest and withdrew from the meeting)	\$2,973.00
6	Marlborough Historical Society	Various projects for collection security (Clrs Andrews and Brooks declared an interest and withdrew from the meeting)	\$8,879.50
7	MHS - Heritage Forum	Advert in Marlborough Visitor Guide (Clrs Andrews and Brooks declared an interest and withdrew from the meeting)	\$647.50
8	MHS - Brayshaw Heritage Park Administrators	Signage at Heritage Park (Clrs Andrews and Brooks declared an interest and withdrew from the meeting)	\$2,868.00

	Organisation	Project Description	Decision
9	National Whale Centre Development Trust	Various activities to launch the new Hub in Picton (Clrs Andrews and Brooks declared an interest and withdrew from the meeting)	\$6,720.00
10	The Edwin Fox Society	Costs for documentation to replace museum roof (Clrs Andrews and Brooks declared an interest and withdrew from the meeting)	\$3,500.00

SCHEDULE 'A' – Ineligible Application

Heritage

Organisation	Project Description	Decision
Flaxbourne Museum	Undertake a study to expand the museum	(Deemed consultant's fees which is ineligible)

G Haymes/G Duncan:

- 1. That it be noted that the application listed in 'Schedule A' does not qualify for assistance.**
- 2. That Council approve the above listed grants to Arts, Culture and Heritage organisations (\$24,864.00 Arts and Culture and \$39,258.50 Heritage).**

Carried

The meeting closed at 5.05pm.

Record No: 14251530

5. Members' Interests

(The Mayor) (Report prepared by M Porter)

C500-005-11

Purpose

1. The purpose of this report is for Council to assess the need to review processes for recording pecuniary and other specified interest of members.

Background

2. The Local Authorities (Members' Interests) Act 1968 (the Act) sets out the statutory responsibilities of members of local authorities for managing pecuniary and other specified interests.
3. The Act controls the making of contracts worth more than \$25,000 in a financial year between members and their local authority; and prohibits members from participating in matters before the local authority in which they have a pecuniary interest, other than an interest in common with the public.
4. The Act regulates the actions of individual members, not the actions of the local authority. It therefore follows that members, not the local authority, may be prosecuted for breaches of the Act.
5. The Act also applies to members of committees of the local authority, regardless of whether they are also a member of the local authority.

Comments

6. Currently Council Policy is to record interests of members where they have some contractual arrangement with Council, mainly to ensure that the cap of \$25,000 is not breached.
7. It is up to Members to declare any other conflict of interest (pecuniary or perceived) at the time an item is being discussed.
8. During the recent audit, Audit New Zealand staff indicated that consideration could be given to enhancing the policy.
9. There are two effective ways of supporting Members comply with their responsibilities under the Act:
 - By adding a "conflicts of interest" declaration at the beginning of the agenda of Council and standing committees; and
 - By maintaining an "interests register".

Interests Declaration

10. This would be a simple statement on each agenda – "Identify any conflicts of interest in the agenda".
11. This is simply a reminder to Members to identify any conflicts of interest that may occur during the meeting. Of course Members may declare a conflict of interest at any time during the meeting if so required.

Interests Register

12. Although an "Interests Register" would be maintained by staff, ultimate responsibility for compliance with the Act remains with the Members themselves.

13. Disclosure of pecuniary and other specified interests will act as a reminder to members of the need to be alert for conflicts of interest, and will help managers identify potential conflicts that may arise.
14. The register should be updated regularly to help reduce the risk of conflicts of interest arising, and will assist in identifying conflicts of interest at an early stage. It would be opportune to also ask Members whether they had any updates to an “Interests Register” at the beginning of each agenda (in association with the Interests Declaration).
15. Members would be requested to declare **relevant interests** in the following categories for themselves and close family members:
 - **Employment** – disclosure of employment and/or directorships.
 - **Shareholdings** – disclosure of shareholdings in companies and business entities. Including interests in partnerships, joint ventures or other businesses (other than shares held through a managed fund).
 - **Interests in trusts** – disclosure of interests in trusts where the member is Trustee or Beneficiary.
 - **Real estate holdings** – disclosure of ownership of property, whether owned directly or indirectly through a Trust or other related party, i.e. spouse.
 - **Gifts received** – disclosure of all gifts received in the capacity of an elected member in the past 12 months.
16. The terminology **relevant interests** is used to ensure that only interests that are related to the Marlborough District Council are declared. For example disclosure of shares in an international/global company would not be required, but disclosure of shares in a locally owned contracting company would be.
17. Close members of the family of a person are those family members who may be expected to influence, or be influenced by, that person in their dealings with the entity and include:
 - that person’s children and spouse or domestic partner;
 - children of that person’s spouse or domestic partner; and
 - dependants of that person or that person’s spouse or domestic partner.

Summary

18. Current Council Policy of recording interests of members where they have some contractual arrangement with Council, and leaving it up to Members to declare any other conflict of interest (pecuniary or perceived) at the time an item is being discussed, is considered to satisfy the minimum requirement of the Act.
19. A way of supporting Members to comply with their responsibilities under the Act is to add a “conflicts of interest” declaration at the beginning of the agenda of Council and standing committees to ensure that this issue is at the forefront of discussions.
20. Another way to support Members is for an “Interests Register” to be maintained, which highlights all relevant interests for themselves and close family members.

RECOMMENDED

1. **That Council consider adding a “conflicts of interest” declaration at the beginning of the agenda of Council and standing committees.**
2. **That Council consider the implementation of an “Interests Register” to record relevant interests in Employment, Shareholdings, Trusts, Real estate holdings, and Gifts received by themselves and close family members.**

7. 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:

- Confirmation of Public Excluded Minutes
- Committee Reports (Public Excluded Sections)
- Appointment of Directors

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.
Appointment of Directors	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.