

**Report and Minutes of a Meeting of the  
PLANNING, FINANCE & COMMUNITY COMMITTEE  
held in the Council Chambers, 15 Seymour Street, Blenheim  
on THURSDAY, 4 MAY 2017 commencing at 9.00 am**

**Present**

Clrs T E Hook (Chairperson), M A Peters, J L Andrews, J A Arbuckle, C J Brooks, B G Dawson, M J Fitzpatrick, D D Oddie, L M Shenfield, N P Taylor and Mayor J C Leggett

**Also Present**

Clr G I T Evans

**In Attendance**

Messrs D G Heiford (Manager, Economic, Community & Support Services), N Henry, Manager, Strategic Planning & Economic Development, P Hawes, Manager Environmental Policy, M J South (Financial Services Manager) and Nicole Chauval (Committee Secretary).

**A.16/17.409 Declaration of Interests** -

No interests with items on the agenda were declared.

ATTENDANCE: Nigel Gould, Chairman Destination Marlborough was in attendance for the following item.

**A.16/17.410 Destination Marlborough Six Monthly Report  
E100-004-01**

Mr Heiford introduced Nigel Gould to members and noted that Destination Marlborough's Business Plan Progress Report had been circulated with the agenda.

Mr Gould advised that following the Kaikoura earthquake which severed the SH 1 and the rail link between Christchurch and Marlborough Destination Marlborough (DM) focused on getting the message out that it was business as usual for Marlborough. It also ensured that the significant international itineraries that were in place would not be adversely affected by this event.

It was noted that international visitor spend was strong over the summer months, however there is the expectation that from April onwards the reduction in numbers from Canterbury and further south will have an impact on visitor spend in Marlborough. Mr Gould advised that the energies of the DM team in 2017 will continue to focus on minimising the impact on visitor spend in the short term and building the reputation of Marlborough as a holiday destination.

Members were advised that the year on year growth shows a 1% increase. It was noted that bookings are being received for next session which is an early indication that the Marlborough brand has not been damaged by the earthquake and that bookings are likely to be at or better than 2016.

Mr Gould advised that DM is maintaining close contact with NZTA with regards to the significance of having SH 1 between here and Kaikoura open by Christmas.

It was noted that a campaign is being launched to get the message out that Winter and Spring is a great time to visit Marlborough. This is part of the ongoing strategy to increase visitor numbers during shoulder seasons.

It was reported that a full-time Business Development Manager has been employed to attract more business events into Marlborough. This regional investment by MDC is paying off with several new business events already secured for Marlborough in 2017 – 2018 totalling over 1000 delegates scheduled to attend multi day conferences.

Members were advised that there is continued growth in cruise ship visits and that the bus service into the Picton i-Site is working well. It was noted that there are good signals of continued growth for next session. Mr Gould

noted that DM's goal is to ensure that passengers are given a unique NZ experience so their Picton visit is the first port recalled when asked 'what was your trip to New Zealand like'.

Members were advised that Jacki Lloyd has been appointed to the role of DM General Manager and will commence beginning of June.

**Cirs Arbuckle/Brooks:**

**That Destination Marlborough Trust's six monthly report be received.**

**Carried**

ATTENDANCE: Lyne Reeves, Community Development Officer was in attendance for the following item.

## **A.16/17.411 Youth Action Plan 2017 C150-002-018-01**

The report to the Committee provided information on the Youth Action Plan 2017 as put forward by the Marlborough District Youth Council. A copy of the plan was attached to the agenda for members' information.

Ms Reeves advised that the Youth Council has been in place since 2000. It was noted that two thirds of the Youth Council members are new which means a steep learning curve for some but they have all settled in really well. It was noted that Council's Project Support Administrator Katie Covell will be working with the Youth Council on promoting the group to the wider community.

Members were advised that on the key areas for focus for the Youth Council in 2017 among those were the biennial Youth Civic Awards, continuing with the Marlborough Youth Trust for the delivery of monthly youth events, support activities of Students Against Dangerous Driving and Peer Support Programme in Colleges.

Members were advised that the Plan is supported by youth service providers such as Marlborough Youth Trust and Public Health in addition to Council staff.

It was noted that it would be invaluable to the Youth Council if councillors could, where possible, take up the opportunity to attend events when invited.

Ms Reeves spoke on the Cactus programme and advised that it is a hugely positive experience for those attending. It was noted and that some of the well-established activities have been identified as needing to be supported on an ongoing basis including delivery of CACTUS programmes and the Physical Competency Training (PCT), interschool activities in secondary schools.

Clr Evans queried whether a Cactus programme would be held in Seddon, Ms Reeves advised that she was unaware at this time whether it was but would investigate and let him know.

Members were advised that a full report on Youth Council achievements will be provided in early 2018.

**Cirs Shenfield/Andrews:**

**That the information be received.**

**Carried**

ATTENDANCE: Pere Hawes, Manager Environmental Policy was in attendance for the following item.

## **A.16/17.412 Proposed Marlborough Environment Plan – Summary of decisions requested in submissions M100-03-01**

The report to the Committee provided a summary of decisions requested in submissions to the Proposed Marlborough Environment Plan (MEP). The folders containing the summary of decisions was tabled at the meeting.

Members were aware that the MEP was publicly notified on 9 June 2016 with public submissions closed on 1 September 2016. A total of 1243 submissions were received by the closing date. A further 79 submissions were received after the closing date. Of the submissions received it was noted that 304 submissions were received digitally and the rest via hardcopy or email. It was noted that the Council is required to publicly notify a summary of decisions requested in submissions. This allows for further submissions on submissions to be made.

Members were advised that the next step of the First Schedule process for the MEP is to publicly notify a summary of decisions requested in submissions. It includes decisions requested in submissions received by the closing date of submissions, but also decisions requested in submissions received after 1 September 2016. The late submissions were set out in the agenda for members' information.

It was noted that a decision needs to be made on whether to accept the late submissions. Following discussion members agreed to accept the late submissions but noted that it needs to be well publicised that no new issues can be raised at this time.

It was noted that if any person considers themselves to be adversely affected by the late submissions being accepted then they have the opportunity to make a further submission opposing the late submission. It was noted that accepting the late submissions does not affect the timing of the remainder of the First Schedule process.

It was reported that the Council is required to give public notice of the availability of a summary of submissions requested by persons making submissions on the MEP and this should be publicly notified in the same newspapers as the public notice for the MEP.

Mr Hawes advised that the period for making further submissions cannot exceed 10 working days but the Council has discretion under Section 37 of the RMA 1991 to extend the period for making further submissions. It was suggested that given the number of submissions received on the Proposed MEP, it is appropriate to consider whether 10 working days is sufficient time for people to make further submissions.

It was noted that by extending the period for making further submissions it would provide the community with additional time to consider the significant number of submissions on the MEP.

Following discussion members agreed that the period for making further submissions be extended to 20 working days. This decision will need to be ratified at the next Council meeting before it will be notified with 20 working days from then for submissions to be received.

Mr Hawes demonstrated the web based tool that has been developed to allow public access to the details of individual submissions and submission points. Mr Hawes acknowledged the IT team who created this tool and Council staff who have worked tirelessly to get this project to where it is today.

**Cirs Oddie/Shenfield:**

1. **That submissions received after 1 September 2016 but before 4 May 2017, as set out below, be accepted under Sections 37 and 37A of the RMA 1991.**
2. **That the summary of decisions requested in submissions as set out in Appendix 1 be adopted.**
3. **That the summary of decisions requested be publicly notified as soon as possible in the Marlborough Express, Blenheim Sun, Picton Seaport News, Nelson Evening Mail, Dominion Post and Christchurch Press.**
4. **That the period for making further submissions under Clause 7(1)(c) be extended under Sections 37 and 37A of the RMA 1991 to 20 working days from the date of notification of the summary of decisions requested in submissions.**

Submitter	Date received	Submission No
Patrick Clifford	02/09/2016	1267
Waihopai Valley Vineyards Limited	02/09/2016	1231
S A King	02/09/2016	1098
D King	02/09/2016	656
L A Nelson	02/09/2016	875
D J Nelson	02/09/2016	651
A J Parr	02/09/2016	529
R Steele	02/09/2016	1080
B Finlayson	02/09/2016	621
H Steele	02/09/2016	759
A Steele	02/09/2016	539
Lachlan Taylor	02/09/2016	896
Christopher Robert Webb	02/09/2016	1260
C McBride	05/09/2016	594
D McBride	05/09/2016	662
P Henderson	05/09/2016	1019

Submitter	Date received	Submission No
J A Falloon	05/09/2016	779
V R Smith	05/09/2016	1214
New Zealand Sport fishing Council	05/09/2016	999
Raeburn Partnership (part 3 of submission)	06/09/2016	1085
A Cook	14/09/2016	520
H P Doig	11/10/2016	755
Rewa Rewa Limited	18/10/2016	1093
Greg Norton Limited Trading as Aquanort Pools	14/12/2016	1254
Rolan McGregor Post	14/12/2016	1255
S & J Saunders Family Trust	24/12/2016	1261
EnviroNZ Limited	13/1/2017	1262
E E Driver	28/2/2017	1266
Azwood Energy	02/03/2017	1268
KMS Mining Limited	09/03/2017	1269
J W Oswald	16/03/2017	1270
Robert J and Penelope W Donaldson	20/03/2017	1271
Tikao Limited (contact: L Somerville-Smith)	20/03/2017	1272
M Somerville-Smith	20/03/2017	1273
Tikao Limited (contact: S E Somerville-Smith)	20/03/2017	1274
L N Austin	21/03/2017	1275
Anna Caroline Memorial Trust	22/03/2017	1276
Rothwells Hineora Properties Limited	22/03/2017	1277
R Shand	22/03/2017	1278
W F W Leckie	22/03/2017	1279
Ragged Point Limited	22/03/2017	1280
A D Harris	23/03/2017	1281
B M Stewart	23/03/2017	1282
P E and G M Rothwell	23/03/2017	1283
Port Marlborough New Zealand Limited	23/3/2017	1284
Oswald Family Sounds Trust	27/03/2017	1285
Karaka Point and Environs Residents Incorporated	27/03/2017	1286
W P Musgrove	28/03/2017	1287
Karaka Trust	28/03/2017	1288
Whatamonga Forests Limited	28/03/2017	1289
Ahuriri Forests Limited	28/03/2017	1290
Whatamonga Farms Limited	28/03/2017	1291
M and I Sutherland	28/03/2017	1292
H Crowder	28/03/2017	1293
Crawford Family Trust	28/03/2017	1294
The Lazy Fish Partnership	30/03/2017	1295
R Stannard	03/04/2017	1296
D J Rentoul	04/04/2017	1297
B and E Hall	04/04/2017	1298
P J Sim	27/03/2017	1299
S C Ramsay	12/04/2017	1300
P Brooks	13/04/2017	1301
Brookvale Partnership	13/04/2017	1302
A E Sadd Limited	18/04/2017	1303
B L Williams and K L Hannam	31/03/2017	1304
T and J Greenhough	24/04/2017	1305
J Elkington	24/04/2017	1306
J Faragher	24/04/2017	1307
S & R Dayman	24/04/2017	1308

<b>Submitter</b>	<b>Date received</b>	<b>Submission No</b>
<b>J &amp; K Coote</b>	<b>23/04/2017</b>	<b>1309</b>
<b>C &amp; C Aston</b>	<b>23/04/2017</b>	<b>1310</b>
<b>R Morris and the Morris Family</b>	<b>23/04/2017</b>	<b>1311</b>
<b>E Hattersley</b>	<b>23/04/2017</b>	<b>1312</b>
<b>F Monopoli</b>	<b>23/4/2017</b>	<b>1313</b>
<b>S R Coote</b>	<b>23/04/2017</b>	<b>1314</b>
<b>G Elkington</b>	<b>26/04/2017</b>	<b>1315</b>
<b>L Karberry</b>	<b>26/04/2017</b>	<b>1316</b>
<b>D Ngakuru</b>	<b>26/04/2017</b>	<b>1317</b>
<b>P Karberry</b>	<b>26/04/2017</b>	<b>1318</b>

Carried

## **A.16/17.413 2018-28 Long Term Plan**

**F230-L18-09-05**

The report to the Committee sought to outline the matters that need to be considered as part of preparing the Long Term Plan (LTP). Members were advised that every three years Council is required to review its LTP which provides an opportunity to review its strategic direction, levels of service, infrastructure strategies, financial strategies, revenue and financing policies and investment and debt policies.

Mr South discussed each area and noted that Council is required to review levels of Service for each activity and that a presentation could be made to full Council. It was noted that the strategic direction outcomes were significantly modified when the 2015-25 LTP was prepared. It was noted that the 30 year infrastructure strategies are a relatively new requirement of the Local Government Act and requires Council to put strategies in place for how it will deal with changes in population, asset condition, land use and environmental change. It was reported that these strategies cover core infrastructure. Preparation of the Infrastructure Strategy has commenced under the leadership of Council's Assets & Services Manager, Mr Coningham.

It was noted that Levels of Service are a significant factor impacting on the Financial Strategy, as is the inter-relationship between the Infrastructure Strategy.

It was noted that the Council must prepare a 'Revenue and Financing Policy' which would provide, among other areas, an opportunity for Council to consider whether the current rating system, the "weightings" and the overall percentages applied to each Geographic Rating Area remains appropriate. It was suggested that Council could consider whether that at a high level Council's current Revenue and Financing Policies are largely fit for purpose. It was also suggested to establish a working group to examine smaller areas within the Policy for review. This would provide an opportunity to consider some of the assumptions at a high level with the ability for Council and staff to identify particular areas they would like to review before the next Committee meeting. Members discussed this further and noted that for clarity the word 'target' in point 5 of the recommendation be removed.

It was suggested that interested Councillors form a group to discuss options and bring back to Council for further consideration. Considerable discussion followed on the merits of forming a working group as it was considered an important piece of work that needed full Council participation. It was noted that there is a huge body of work in relation to hearing submissions on the MEP coming up and that by forming a working group it would enable Councillors to commit themselves where they wanted to be and by having it open to all Councillors it would not exclude anybody who wished to be part of the group.

**Cllrs Peters/Brooks:**

**That Council:**

- 1. Note the broad outline and level of work involved in preparing a Long Term Plan.**
- 2. Agree that Levels of Service presentations be made to Full Council.**
- 3. Agree that at a high level Council's Revenue and Financing Policy remains appropriate.**
- 4. Agree to establish a working group to examine smaller target areas within the Policy for review.**
- 5. Requests Councillors and staff to identify particular areas that they would like to review for agreement by the next Committee meeting.**

Carried

## **A.16/17.414 Financial Report for Council – Period Ended 31 March 2017 F275-002-16**

Mr South presented Council's financial report for the period ended 31 March 2017.

The Income and Expenditure Statement reported an operating surplus of \$6.09M for the year to date. This is a \$4.16M improvement on the \$1.93M budgeted. Total Income for the March year to date is ahead of budget by \$4.94M (8%).

Budgeted capital expenditure for the year is \$71.9M including \$22.64M of carryovers from the 2015-16 financial year. Actual expenditure of \$24.94M to the end of March is \$5.46M higher than the same period last year (\$19.48M) and \$28.14M less than budgeted for the year to date. It was noted that there are indications that there is likely to be deferrals and carryovers to 2017-2018 of approximately \$25.69M.

**Cllrs Peters/Shenfield:**

**That the financial report for the period ended 31 March 2017 be received.**

**Carried**

## **A.16/17.415 Marlborough Civic Theatre Trust C600-005-C01-01**

The report to the Committee provided an update on the activities of the Marlborough Civic Theatre Trust.

Members were advised that a year-end deficit of \$27,727 is now forecast as compared to the \$36,008 forecast deficit reported to the last Committee meeting. The main contributor is a forecast reduction in revenue following the Trust's decision to reduce the charges for local productions. It was also noted that the forecast deficit is after allowing \$150,000 depreciation which is a non-cash expense and also takes no account of pledges and grant income.

It was reported that the lift is now operational with only some residual issues needing to be worked through by the contractor, before it can be certified. The fit out of the kitchen is underway using community grant monies and pledge funding received. Completion is expected mid-May.

Members were advised that the Trust has recognised that the marketing of conventions and conferences could be improved and will meet with the Board of Destination Marlborough (DM) to gain an understanding of the alignment of responsibilities and needs between DM and the Trust to promote conferences and conventions more effectively and efficiently. The Trust is also looking to improve its relationship with the Clubs of Marlborough.

**Cllrs Peters/Brooks:**

**That the report be received.**

**Carried**

ATTENDANCE: Neil Henry, Manager, Strategic Planning & Economic Development, Jane Tito, Smart Business Officer, Sam Young, Regional Events Adviser, were in attendance for the following item.

## **A.16/17.416 Economic Development and Events Update E100-001-01**

The report to the Committee provided an update on the activities of economic development and commercial events team.

Members were advised Pat Leggett has joined the Havelock Pathway Working Group as the Havelock Community Association representative. The group has completed a land boundary survey and is working through a preferred route and track specifications. Once this is complete, the next steps will be talking to the adjoining neighbours and presenting the suggestions back to the community in early June.

Designs have been chosen for the water fountain and bike stands that reflect the marine environment with steel and rope. These should be installed in the next couple of months.

It was reported that there has been some changes to the steering group with Bill Thomas resigning and the group are looking for a new iwi representative. They have also welcomed Julie Kennedy on to the group and, along with Richard Burns, to be the co-leader of the new Arts and Heritage Working Group.

A survey of Picton youth to find out which areas of interest the S+C group can support has been completed. The group are also continuing to work on projects such as new Picton banners, Annual Plan submissions, visitor economy and recycling.

Members were advised that following the Renwick Steering group's AGM Joe Keighley has been elected as chair. It was noted that John Kelly will still continue on the steering group, as well as new member Carolyn Pudney.

A meeting was held on 10 May with the Renwick Domain Centre Group, the Smart and Connected Beautification group and Council to confirm the draft plans for the domain upgrade. There was a general agreement on the benefits of landscaping and improving the entrance to the domain, as long as it was sensitive to the needs of the sports field users. Further investigation work will be undertaken in the next few months.

Members were advised that the Value and Innovation working group are progressing with blue mussel initiatives and are meeting with other stakeholders in the business community to understand the interest in developments with blue mussels was progressing.

It was noted that activation of the third S&C working group Regulatory has been put on hold.

It was noted that the feedback received regarding the Mussel and Seafood Festival in Havelock held in March was very positive particularly about educating attendees about the aquaculture industry. It was noted that the festival provides an opportunity for the region and the respective industries to showcase the importance of aquaculture in Marlborough. It was reported that Council's Regional Event Advisor has met with the organisers and will continue work with them to grow the event.

Members were advised that the Blenheim Business Association has appointed Caroline Stone as Co-Ordinator and has established a website for the group [www.blenheimbusiness.org.nz](http://www.blenheimbusiness.org.nz) It was noted that Ms Stone is currently focussing on increasing the membership of the BBA along with meeting various organisations and Council's Regional Events Advisor to create linkages with the BBA.

Ms Young advised members that the sell out Marlborough Wine and Food Festival was a huge success and the group has started planning for 2018. A ticket waiting list has been established and this could create the possibility of opening up early ticket sales.

Ms Young advised that she has now stepped back from the Marlborough Wine and Food Festival organising Committee.

It was noted that the Graperide had fewer participants this year and this has been attributed to the closure of SH1 as previous years a large proportion of competitors were from Christchurch. A Cycle Kaikoura Classic has been proposed which would be limited to 500-600 entrants. This is likely to be a one off event due to the significantly lighter traffic on SH1.

Ms Young advised members on the 16 Days of Sauvignon, Feast Marlborough and the Ocean Vine Hop which are new events to the district. Both are being received extremely well both locally and nationally.

**Clrs Shenfield/Fitzpatrick:  
That the information be received.**

**Carried**

ATTENDANCE: Clr Dawson withdrew from the meeting at 11.10am.

ATTENDANCE: Meeting adjourned at 11.10am and resumed at 11.19 am.

ATTENDANCE: Hans Versteegh, Manager, Regulatory Department was in attendance for the following three items.

**A.16/17.417      Navigation Bylaw 2009 & Navigation (Vessel  
Speed) Bylaw Review      L225-06**

The report to the Committee provided recommendations to Councillors on a review of the Navigation Bylaw 2009 and the Navigation (Vessel Speed) Bylaw 2009 and sought approval to commence the special consultative procedure on a proposal following the review.

Members were advised that the Navigation Bylaw 2009 and the Navigation (Vessel Speed) Bylaw 2009 came into force on 1 July 2010. They contain rules relating to maritime and navigation safety and vessel speed. It was noted that Council is required to review bylaws regularly and that this bylaw review must be completed in 2017.

Mr Versteegh advised members that the staff have undertaken an assessment of the Navigation (Vessel Speed) Bylaw 2009 and concluded that the vessel speed bylaw be continued without amendment. Following general discussion members were in agreement that the bylaw be continued but agreed that the word amendment be removed in point (f) of the recommendation.

It was reported that at present, there are no vessels using the National Transportation Route that are subject to the bylaws. Ships that do come into the port are controlled in part by individual resource consents pertaining to wash. It was noted that the wash rules alone are not sufficient to prevent certain types of vessels operating at an unsafe speed.

Members were advised that there are no proposals known to staff to reintroduce vessels to which this bylaw will apply in the near future. However, it is important that the bylaw remain in case there are such proposals. There have been no developments or evidence that would alter the justification for the bylaws since they were made.

**Cirs Shenfield/Oddie:**

- 1. That the Committee approves the review of the Navigation (Vessel Speed) Bylaw 2009:**
- 2. That the Committee determines that—**
  - (a) Bylaws are considered to be the most appropriate way of addressing the perceived problems:**
  - (b) The Navigation (Vessel Speed) Bylaw 2009 is the most appropriate form of bylaw:**
  - (c) The proposal does not give rise to any NZ Bill of Rights implications:**
  - (d) The special consultative procedure is not necessary but consultation with Cook Strait Ferry companies and Port Marlborough is appropriate.**
  - (e) Cook Strait Ferry companies and Port Marlborough shall be consulted on the Navigation (Vessel Speed) Bylaw 2009.**
  - (f) The Navigation (Vessel Speed) Bylaw 2009 be continued while consultation is carried out.**

**Carried**

## **A.16/17.418 Revision of Building Control Fees for 2017-2018 R450-002-B01**

The report to the Committee sought approval of the Proposed Schedule of Fees and Charges for activities undertaken under the Building Act 2004 (the Act).

It was noted that the report "Revision of Building Control Fees 2017/2018" was considered by this Committee at its meeting on 1 December 2016. A copy of the report and proposed fees were attached to the agenda.

Members were advised that the proposed Schedule of Fees were notified for consultative purposes on 9 March 2017. It was reported that no submissions to the proposed Schedule of Fees were received therefore no public hearing was required.

**Cirs Shenfield/Oddie:**

- 1. That the report "Revision of Building Control Fees 2017/2018" be received.**
- 2. That the proposed Schedule of Fees be adopted with an implementation date of 1 July 2017.**

**Carried**

ATTENDANCE: Gina Ferguson, Compliance Manager, was in attendance for the following item.

## **A.16/17.419 Proposed RMA Monitoring Fees and Charges- Hearing Panel E360-006-01**

The report to the Committee provided recommendations to Council on a proposed Hearing Panel to hear to determine the submissions Council has received on the proposed Resource Management Act Monitoring Fees



