



**Report and Minutes of a Meeting of the  
PLANNING, FINANCE & COMMUNITY COMMITTEE  
held in the Council Chambers, 15 Seymour Street, Blenheim  
on THURSDAY, 30 NOVEMBER 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 (from 9.07 am), M J Fitzpatrick, G A Hope, L M Shenfield, N P Taylor and Mayor J C Leggett

**Also Present**

Clrs G I T Evans

**In Attendance**

Messrs M F Fletcher (Chief Financial Officer), N Henry (Manager, Strategic Planning and Economic Development) and Ms N Chauval (Committee Secretary)

**Apologies**

**Clrs Shenfield/Taylor:**

**That the apology for absence from Clr D D Oddie be received and sustained.**

**Carried**

**A.17/18.199 Declaration of Interests -**

Clr Arbuckle declared an interest in Item 3 – The Quays Location of the Artisan Market. Clr Arbuckle advised that he could provide comment if required but would otherwise abstain from taking part in discussion and voting on this item.

The Mayor declared an interest in Item 5 – Lease – 15 Auckland Street Blenheim and abstained from discussion and voting on this item.

Clr Peters declared an interest in Item 4 – Analysis of Setback Options and Harvesting Implications for Forestry in the Marlborough Sounds and abstained from discussion and voting on this item.

Clr Hope declared an interest in Item 15 – Marlborough Research Centre Report and Public Excluded Item 18 – Marlborough Research Centre Report 2016/17 and abstained from discussion and voting on this item.

ATTENDANCE: Debbie Carter, Artisan Market was present for the following item

**A.17/18.200 The Quays – Location of the Artisan Market  
R510-009-R06-04**

The report to the Committee sought approval from the Artisan Market to relocate their market activity to the High Street carpark adjacent to the newly developed Quays development at Riverside Park. To highlight this report a powerpoint presentation was shown (presentation filed in Trim – Record No. 17226993).

Members were aware that Urbanismplus prepared a Blenheim Town Centre Strategy that focused on increasing business vitality, growing community cohesion and local pride. The strategy referenced the greening of High and Wynen Streets along with the potential opportunities for markets and events to occur on the adjacent car parks alongside the recreation areas.

It was noted that the High Street carpark was identified in the report as a future multi-functional space for events and markets and that market activity on the High Street carpark behind the Quays would create vibrancy in this area.

Ms Carter advised members that the Artisan Market is a successful operation that initially operated out of the Wynen Street carpark but is currently utilising the Alfred Street Parking building. Ms Carter acknowledged the group's appreciation for Council allowing the use of the carpark and assistance in the groups five years of operation.

It was noted that the Quays-Riverside Park development will be open to the public in December 2017 and the Artisan Market committee seek Council's approval to develop a presence on the High Street car park commencing from Saturday 9 December. It was advised that this will coincide with the opening ceremony of the Quay.

Ms Carter noted that their move to the Quays does support the Blenheim Town Centre strategy of creating a vibrant CBD and developing social linkages between the Taylor River area and High Street. It is also anticipated that the Market activity will attract visitors and locals into the area, with the location's close proximity and visibility from State Highway 1.

Members were advised that the Artisan Market Committee have received positive support from the Blenheim Business Association who see the economic/social benefits of the market continuing in a more visible location and further encouraging visitors and locals in to the township.

**Clrs Andrews/Taylor:**

**That Council approve the relocation of the Artisan Market to the Blenheim High Street carpark adjacent to the Quays - Riverside Park development subject to review within 12 months.**

**Carried**

ATTENDANCE: Dr Steve Ulrich, Council's Environmental Scientist – Coastal Role and Dr Tim Payn, Professional of Sustainable Forestry, Principal Scientist SCION was present for the following Item.

## **A.17/18.201 Analysis of Setback Options and Harvesting Implications for Forestry in the Marlborough Sounds E325-004-004**

The report to the Committee sought to provide members with the outcomes from the research undertaken by SCION on the setback options and harvesting implications for forestry in the Marlborough Sounds. To highlight this report a powerpoint presentation was shown (presentation filed in Trim – Record No. 17227002).

It was noted that forestry is a significant land use in the Marlborough Sounds, covering over 17,000 hectares with large areas being harvested at any one time which increases the risk of sediment entering coastal waters. Dr Payn advised that 85% of forest in the Sounds is planted on steep slopes. It was reported that setbacks provide a number of environmental benefits by way of reducing fine sediment inputs into the Sounds and reducing the chances of damage occurring to the foreshore.

Members were advised that the SCION report had evaluated the three setback options of 30 m, 100 m and 200 m. It was reported that 30 m is the distance specified in the National Environmental Standard for Plantation Forestry. It was noted that setbacks would be applied at the time of replanting after harvest. It was noted that SCION had assessed that 200 m coastal setbacks will theoretically be the most effective distance in reducing fine sediment into the Sounds but will result in a loss of approximately 2,850 hectares of production forestry. The modelled consequences of implementing coastal setbacks on the forestry area were detailed in the agenda item.

It was queried whether the local fishing industry had been factored into the report as the industry has been undertaking research to assess the resources that are being lost due to sedimentation. Dr Payn advised that the research had only focused on the forestry industry not aquaculture.

It was reported that SCION had found that an integrated suite of mitigation measures will be the most effective in reducing fine sediment, via a planned approach to replanting. This would include putting in setbacks and retiring the most-erosion prone steep landforms. The findings detailing the benefits and costs were outlined in the agenda item.

**Clrs Brooks/Taylor:**

**That the report be received.**

**Carried**

## **A.17/18.202 Lease - 15 Auckland Street Blenheim PN530482#01**

The report to the Committee sought to advise Council of the Marlborough District Brass Band's intention to lease 17 carparks to individuals in Auckland Street and be responsible for the administration and enforcement of those leases.

Members were advised that the current lease has provision under clause 9.03 for the tenant to sub-let to community groups, organisations and individuals subject to Council being notified of the groups or individuals occupying various parts of the land. The operational aspects of administration, maintenance, signage, line marking and enforcement will be the responsibility of the tenant with no Council involvement.

Members discussed the item in some depth. Cllr Shenfield expressed her concern in public carparks being used to subsidise a community group which receive a regular operating grant from Council, and queried whether a process should be available for assessing this during the Annual Plan/LTP process.

Cllr Shenfield then moved an amendment to the motion but as it was a direct negative of the original motion the Chair ruled it out of order.

Cllr Hook sought further discussion on the matter with Cllr Dawson suggesting a 50/50 split between Council and the brass band of the monies received and that this be included in the motion. The amendment did not gain sufficient support and was not included in the motion.

Members noted that it is potentially an innovative way for the group to raise funds which could result in the Band being less likely to seek funding from Council.

**Cllrs Hope/Andrews:**

**That the committee acknowledge the Marlborough District Brass Band Incorporated's intention to lease the carparks located on the land contained within the lease at 15 Auckland Street with the Marlborough District Council.**

Carried

## **A.17/18.203 Ward Domain - Flaxbourne Settlers Association C230-002-F02**

The report to the Committee sought approval for funding to undertake replacement and repair works for damage sustained at Ward Domain due to the November 2016 earthquake.

Members were advised that the Flaxbourne Settlers Association had submitted to Council's Annual Plan 2017 for funding for works associated with Ward Domain. The work has now been priced and is estimated to cost \$229,000 excluding GST. Members were advised that funding had been sought from Central Government through the Tourism Infrastructure Fund (TIF) but this proposed replacement and repair work falls outside the grant criteria and therefore requires financial assistance from Council.

Members noted that it is important that a programme be put in place to have construction of a new farm building and renovation of the display pavilion completed by March 2018.

**Cllrs Brooks/Hope:**

**That funding of \$229,000 excluding GST be allocated from the Emergency Events Reserve to the Ward Domain Project with a focus of having the work identified completed by the end of March 2018.**

Carried

## **A.17/18.204 Housing for Seniors Sub-Committee D050-001-H01**

The minutes of the Housing for Seniors Sub-Committee meeting held on 7 November 2017 were presented for ratification by the Committee.

Cllr Peters advised that the plans for the Andrew Place Development would be publicly available once complete.

**Clrs Brooks/Peters:**

**That the Minutes of the Housing for Seniors Sub-Committee meeting held on 7 November 2017 be ratified.**

**Carried**

### **A.17/18.205    Audit & Risk Sub-Committee                              D050-001-S02**

The minutes of the Audit & Risk Sub-Committee meeting held on 27 October 2017 were presented for ratification by the Committee.

**Clrs Hook/Peters:**

**That the Minutes of the Audit & Risk Sub-Committee meeting held on 27 October 2017 be ratified.**

**Carried**

### **A.17/18.206    Long Term Plan Working Group                              F230-L18-06**

The minutes of the Long Term Plan Working Group meeting held on 27 October 2017 were presented for ratification by the Committee.

**Clrs Peters/Taylor:**

**That the Minutes of the Long Term Plan Working Group meeting held on 27 October 2017 be ratified.**

**Carried**

### **A.17/18.207    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.

Mr Fletcher advised members for that the Trust met on Tuesday and noted that the financials for October are not as good as budgeted and this was a result of the two long weekends and school holidays during this period. It was noted that the third and fourth quarter are looking very positive.

It was reported that depreciation has increased as a result of the extensive tidy up action undertaken by the Trust's Accountant Trustee and while the increase in depreciation has a negative impact on the accounting surplus/deficit the Trust has generated a \$32,290 cash surplus from operations.

It was noted that the Trust has moved to implement its revised Strategic Plan with a realignment of positions and job descriptions to better align with the Plan's direction. The Trust is also in the process of reviewing its catering contract for using the new kitchen and planning to commence for the fit-out of the small theatre following advice of the \$900,000 grant from the Ministry of Culture and Heritage.

**Clrs Andrews/Fitzpatrick:**

**That the report be received.**

**Carried**

### **A.17/18.208    Financial Report for Council – Period Ended 30 September 2017                              F275-002-17**

Martin Fletcher, Chief Financial Officer presented Council's financial report for the period ended 30 September 2017.

Members were advised that included in the report is a simplified Source and Disposition of Funds Statement which shows the movement in receipts, payments, borrowings and investments at a high level for the same period.

The Income Statement reported an operating deficit of \$1.12M for the year to date. This is a \$0.82M improvement on the \$1.94M budgeted. Total operating expenditure is less than budgeted by \$0.89M (4%).

Budgeted capital expenditure for the year is \$95.98M including \$38.77M of carryovers from the 2016-17 financial year. Total capital expenditure of \$15.83M less disposals of \$7.67M has resulted in net expenditure of \$8.16M for the three months year to date. Whilst total capital expenditure is \$9.32M ahead of the same period last year (\$6.51M) it is still less than budget. Investment activities both actual and forecast include the expected costs for development of Stages 4 and 6 Boulevard Park on Taylor brought forward to the 2017-18 financial year and net of stage 4 sales.

Members were advised that it is still too early in the financial year to predict the majority of the likely deferrals and carryovers to 2018-2019 it was noted that approximately \$8.69M has been identified in a number of activities and these were detailed in the agenda item.

**Cirs Peters/Shenfield:**

**That the interim financial report for the period ended 30 September 2017 be received.**

**Carried**

ATTENDANCE: Neil Henry, Manager Strategic Planning & Economic Development was present for the following two items.

## **A.17/18.209 Proposal for a Marlborough Regional Film Office E100-000-10**

The report to the Committee provided options to members for the establishment of a Regional Film Office for Marlborough as a result of Council's decision on the Annual Plan Submissions received from the Top of the South Film Production Society.

It was identified that the creative sector is a leading contributor to the future economic growth and international competitiveness of New Zealand and the screen production industry is a key segment of that sector worth \$3.3 billion according to Statistics NZ. It was noted that Marlborough currently receives a limited number of film and TV productions but when we do it has a significant financial benefit to the community. This was identified with the recent film production Light Between Oceans which was alleged to have spent \$4M in the region during the four weeks that cast and crew were in Marlborough.

Mr Henry then went on to advise that he was seeking some direction from Councillors on the three options proposed in the report. A detailed paper will be put to the February budget meeting.

The three options put to members were to maintain the status quo, that MDC funds a full-service Marlborough Regional Film Office or funds Screen Wellington to promote Marlborough as part of their service. It was noted that Wellington has been approached and they are in principal willing to undertake this role. Members raised whether further research needs to be undertaken to investigate working with Tasman and Nelson. Mr Henry advised that this could be done and included in the February report.

A number of queries were raised and answered. It was suggested that a film reel of Marlborough be put together promoting the district and held by DM. It was also noted that any resources/films created and supplied to Wellington would be Council's property and returned if we withdrew from the arrangement.

It was suggested that there does need to be a strong and clear message given from Council indicating the direction that we want to go in and it was agreed that members wished to progress the concept of a film office for Marlborough and bring it back for LTP consideration.

It was noted that if a film office is established that it should be for an initial trial basis of three years, with a review of its effectiveness towards the end of that time.

**Clr Brooks/The Mayor**

**That Council support the concept of a film office for Marlborough and a report brought back for 2018-28 LTP consideration.**

**Carried**

## **A.17/18.210 Small Townships Programme Update D050-001-S03**

The report to the Committee provided an update on the Small Townships programme and the Community Projects Fund.

Members were advised that the Small Townships Programme is well underway with six communities getting involved in the planning and development of infrastructure projects during 2017.

It was noted that that two projects for Wairau Valley have been completed with work on the Loop Track getting underway. Renwick township has four projects underway, Renwick commons, High Street, Cycling/Walking network improvements and Renwick domain and are progressing steadily.

Information on Spring Creek, Havelock and Ward projects was noted.

It was reported that the information on the 2018 Community Projects Fund is due to go out to communities on 23 November and eligible communities have until 6 March 2018 to apply to the fund. It was reported that the fund is for small low cost infrastructure projects on outdoor public spaces.

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

Carried

## **A.17/18.211 Small Townships Programme Sub-Committee D050-001-S03**

The minutes of the Small Townships Programme Sub-Committee meeting held on 16 November 2017 were presented for ratification by the Committee.

**Cirs Brooks/Arbuckle:**  
**That the Minutes of the Small Townships Programme Sub-Committee meeting held on 16 November 2017 be ratified.**

Carried

ATTENDANCE: Bernie Rowe, Chair MRCT and Gerald Hope, CE Marlborough Research Centre were present for the following Item.

## **A.17/18.212 Marlborough Research Centre Report E100-009-01**

Mr Hope acknowledged the members from the Trust that were present at the meeting. Bernie Rowe, Chair of the Trust was introduced and noted that there were a number of highlights that the Trust had achieved for 2016/17 year and that he was very proud to speak to those highlights today. To highlight this report a powerpoint presentation was shown (presentation filed in Trim – Record No. 17226989).

Members were advised that the Marlborough Research Centre reported a surplus on its operations of \$162,741, an improvement from the surplus on operations of \$78,172 for the previous financial year. The main contributors to this result are increased support from MDC, surplus from campus operations and favourable operating expenditure. It was noted that this was partially offset by a reduced return on its vineyard operations owing to the poor climatic conditions affecting harvest. It was noted that the Statement of Financial Performance was included within the report.

It was reported that MRC has continued to focus on research and innovation associated with the primary sector. On-going programmes include Dryland Forests Initiative, the Food and Beverage Innovation Cluster and in kind and financial support for programmes supporting the Wine industry. In response to a query from Clr Evans regarding the Chilean Needle Grass programme Mr Hope agreed to provide further information.

It was noted that the Chilean Needle Grass programme contract has been approved and members requested that the Chilean Needle Grass group provide an update to the committee in the New Year.

Members were advised that MRC has developed relationships with two important regions in China. The first with the Ningxia Wine region and the second with Tianjin. These relationships are providing commercial outcomes for companies working with and supported by MRC. It was noted that it is expected that these programmes will continue to reap successful outcomes for the region.

Members were advised that further investment has been made on both sites to meeting tenants' requirements with all available space being leased. It was noted that the Budge Street campus is nearly 15 years old and wear and tear is evident.

It was noted that capital expenditure relating to further expansions has been deferred until the RIVO location has been confirmed. It was reported that an initial building reserve fund of \$400,000 has been established for this purpose and will continue to be built up.

Members were advised that the focus on 2016/17 has been to work with individual companies to assist with their business objectives in establishing closer connection with Massey University through consultant Martin Goodyer, assisting relationship building between companies and support export into the China market through relationships with Ningxia and Tianjin.

**The Mayor/Clr Brooks:**  
**That the Marlborough Research Centre 2016/17 Annual report be received.**

Carried

## **A.17/18.213 Information Package** -

**Cirs Dawson/Arbuckle:**  
**That the Planning, Finance & Community Information Package dated 30 November 2017 be received and noted.**

Carried

## **A.17/18.214 Decision to Conduct Business with the Public Excluded** -

**Cirs Shenfield/Taylor:**  
**That the public be excluded from the following parts of the proceedings of this meeting, namely:**

- **Marlborough Research Centre Annual Report**
- **Audit & Risk Sub-Committee**
- **Housing for Seniors Sub-Committee**
- **Notification Issues 2017**
- **Investigations 2017**

**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
<p>Notification Issues 2017</p> <p>Investigations 2017</p> <p>Housing for Seniors Sub-Committee</p>	<p>In order to protect the privacy of natural persons, as provided for under Section 7(2)(a).</p>	<p>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.</p>
<p>Marlborough Research Centre Annual Report</p> <p>Audit &amp; Risk Sub-Committee</p>	<p>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)</p>	<p>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.</p>

**Carried**

The meeting closed at 11.45 am.

Record No: 17226982