



**Minutes of a Meeting of the
Marlborough District Council
held in the Committee Room and via Zoom, 15 Seymour Street, Blenheim
on THURSDAY 14 MAY 2020 commencing at 9.00 am**

Present in the Committee Room

The Mayor J C Leggett (in the Chair).

Present via Zoom

Cllrs J L Andrews, J A Arbuckle, C J Brooks, J D N Croad, B G Dawson, B A Faulks, M J Fitzpatrick, G A Hope, D D Oddie, M A Peters, T P Sowman and N P Taylor.

In Attendance in the Committee Room

Mr M S Wheeler (Chief Executive), Mr M F Fletcher (Chief Financial Officer), Mr A J Lyall (Property and Community Facilities Manager), Ms N J Chauval (Support Services Administrator), Mr R P Coningham (Manager Assets & Services) (from 9.48 am) and Mr M J Porter (Democratic Services Manager).

In Attendance via Zoom

Mr D G Heiford (Manager Economic, Community & Support Services), Mr H R Versteegh (Environmental Science & Policy Group Manager), Mr D G Walters (Communications Manager), Mr N P Henry (Strategic Planning & Economic Development Manager), Ms S J Boswell (Communication Advisor), Ms J P Crossman (Executive Assistant to the Mayor), Ms S Young (Regional Events Advisor), Mr A Simpson (Economic Portfolio Manager - Te Taihupo), Mr S J Murrin (Marlborough Roads) (from 9.49 am) and Ms C Ranford (Local Democracy Reporter).

Karakia

The meeting opened with a karakia.

The Mayor welcomed all to the meeting, whether present in the Committee Room or via Audio Visual link (Zoom) as per Standing Orders and the *COVID-19 Response (Urgent Management Measures) Legislation Act 2020*. The Mayor also advised the meeting was being recorded and that a link to the recording would be loaded to Council's website as soon as practicable following the meeting in accordance with the *COVID-19 Response (Urgent Management Measures) Legislation Act 2020*.

Apology

The Mayor/Cllr Taylor:

That the apology for absence from Cllr F D Maher be received and sustained.

Carried

Cncl-0520-xxx Declaration of Interests -

Members were reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

A number of declarations were noted in the agenda:

- The various interests as declared under Minute Nos. Cncl-0420-357; and
- The interest as declared by Cllr Dawson under Minute No. **Cncl-0520-xxx**.

Cncl-0520-xxx Confirmation of Minutes -

The Mayor/Cllr Taylor:

That the Minutes of the Council Meeting held on 2 April 2020 (Minute Nos. Cncl-0420-357 to Cncl-0420-371) be taken as read and confirmed.

Carried

Committee Reports

Cncl-0520-xxx **Assets & Services Committee** -

Cllrs Taylor/Fitzpatrick:

That the Committee report contained within Minute Nos. A&S-0420-372 to A&S-0420-377 be received and the recommendations adopted.

Carried

Cncl-0520-xxx **Environment Committee** -

The Mayor/Cllr Hope:

That the Committee report contained within Minute Nos. Env-0420-378 to Env-0420-388 be received and the recommendations adopted.

Carried

Cncl-0520-xxx **Planning, Finance & Community Committee** -

The Chair raised an amendment to the recommendations under Minute No. PF&C-0420-395 (Rates Assistance), whereby the final nine words of recommendation 3 be deleted.

Cllrs Peters/Croad:

That the recommendations under Minute No. PF&C-0420-395 (Rates Assistance) be amended as follows:

That Council agree to:

1. remit rates penalties on the 10 June 2020 instalment;
2. remit half the 30th June 10% penalty applied on rates outstanding from the fourth rates instalment (due for payment on 10 June 2020) if they are paid by 20 July 2020; and
3. continue applying the 30th June 10% penalty on all rates outstanding at 11 March 2020.

Carried

Cllrs Peters/Brooks:

That the Committee report contained within Minute Nos. PF&C-0420-389 to PF&C-0420-398 be received and the recommendations, as amended above, adopted.

Carried

Cncl-0520-xxx **TEAM COVID-19 Economic Recovery Group** **Initial Response Projects** **C500-005-010-03**

Mr Henry advised that the purpose of the report was to approve budget for a range of initial projects to assist with the economic recovery of Marlborough from the impact of COVID-19.

Mr Henry reported that the COVID-19 pandemic has had a severe impact across the globe, affecting people, communities and the economy. In Marlborough the response to COVID-19 is being overseen by the Recovery Manager (Dean Heiford). As lead regional body, Council has taken on the responsibility for the establishment of the response and recovery activities and is deploying resources to fulfil this role.

Council has already responded to our community challenges by providing funding for affected community facilities and organisations; approving emergency funding for some events; rates assistance; applications to Government for "shovel-ready" infrastructure; and prioritising our significant infrastructure programmes, working with local contractors, amongst other initiatives.

In late March, discussions got underway about activating an economic response 'TEAM' group to lead the development of an economic recovery plan that will form part of Marlborough's overall COVID-19 Recovery Plan.

The TEAM group is made up of representatives from Council, iwi, government, Chamber of Commerce and key industry groups. The TEAM Group has agreed to take a two stage approach to the development of the economic recovery plan. A first report is proposed to be completed by mid May with an initial assessment of the impact, and the potential response and recovery projects. A second plan is expected to be completed by the end of August when more is known about the actual and expected impact on the Marlborough economy, and some more detailed thinking can be put into recovery projects. Whilst the first report is not yet complete, the initial assessment of the impact and potential mitigations by TEAM has identified a number of 'response' projects that should be undertaken quickly, some of which are set out below for consideration for funding by Council.

The report covered in detail the projects identified for consideration: Business support \$190,000 (Buy Local Campaign \$108,000, Professional services support vouchers \$50,000, Webinar series with follow up \$32,000); Events support \$20,000; Domestic visitor marketing \$75,000; Blenheim and Picton CBD projects \$20,000 (including the Waiving of footpath occupation fees \$20,000, free parking, CBD events); TEAM related \$185,000; Contingency funding \$375,000 giving a total of \$865,000.

Members discussed the two options provided in the paper "that funding of up to \$865,000 is provided for economic response projects" or "that no funding is provided for economic response projects". It was noted that the timeframe for the rollout of these projects would be over the next three months. In relation to the domestic marketing project that Destination Marlborough will be invited to the next Planning, Finance and Community Committee meeting for further discussion on this project. It was further noted that a report will be provided to the next Planning, Finance and Community Committee meeting with more detail on all projects. It was noted that all amounts are GST exclusive.

Members agreed to fund up to \$865,000 for economic response projects from the Emergency Events Reserve.

The Mayor/Clr Taylor:

That Council approves the allocation of up to \$865,000 from the Emergency Events Reserve for economic response projects.

Carried

NB: Clr Dawson declared an interest in the above (in particular Business Trust Marlborough) and did not take part in discussions on this topic nor voted.

Cncl-0520-xxx Marlborough Parking

Mr Lyall advised that the purpose of the report was to provide Council with an update on 2019-20 parking revenue impacts as a result of COVID-19 alert levels and to discuss parking options for supporting Marlborough's central business districts.

In summary Mr Lyall reported that Council's parking portfolio has had no enforcement since 23 March 2020 and Council is not enforcing parking under COVID-19 Alert Level 3. Council's parking collections and infringement revenue for April was nil. Council has a parking fixed cost of approximately 80% of total cost. This equates to approximately \$116,000 per month.

The report covered in detail some free parking options that could reduce parking collection revenue to between \$29,801 - \$43,950 per month. The potential loss on Council's parking account would range from \$72,000 to 86,000 per month. The report also noted that options for funding any shortfall are to run the Parking Account into deficit.

Members discussed the options and agreed that Council would provide the first two (2) hours free parking in Blenheim and Picton until 30 June 2020 in the short-term. Members agreed that a review of this short-term option would be completed prior to 30 June 2020 and that the Long Term Plan Working Group would look at a long-term review of parking options.

Clrs Dawson/Brooks:

That Council provides first two (2) hours free parking in Blenheim and Picton until 30 June 2020 and any shortfall in funding to be covered by running the Parking Account into deficit.

Carried

Cncl-0520-xxx **Decision to Conduct Business with the Public Excluded**

The Mayor/Clr Brooks:

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)
- Land Purchase

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. |
| Land Purchase | 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 10.15 am.

Confirmed this 25th day of June 2020

J C LEGGETT
MAYOR

Record No.