



**Minutes of a Meeting of the  
Marlborough District Council  
held in the Council Chambers, 15 Seymour Street, Blenheim  
on THURSDAY 29 OCTOBER 2020 commencing at 9.00 am**

**Present**

The Mayor J C Leggett (in the Chair), Cllrs J L Andrews, J A Arbuckle, C J Brooks, J D N Croad, B G Dawson, B A Faulls, M J Fitzpatrick, G A Hope, F D Maher, D D Oddie, M A Peters, T P Sowman and N P Taylor.

**In Attendance**

Messrs M S Wheeler (Chief Executive), A P Quirk (District Secretary), Mr M F Fletcher (Chief Financial Officer) and M J Porter (Democratic Services Manager).

**Karakia**

The meeting opened with a karakia.

**Cncl-1020-135 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-0920-89;
- The interest as declared under Minute No. Env-1020-106 (Information Package);
- The interests as declared under Minute No. PF&C-1020-124 (Minute Nos. PF&C-1020-e-14, PF&C-1020-e-15 and PF&C-1020-e-16); and
- The interests as declared under Minute No. Grnt-1020-122.

**Cncl-1020-136 Confirmation of Minutes** -

A question was asked in relation to Minute No. Cncl-0920-97 (Blenheim and Picton CBD Parking); the Chief Executive is to follow up and respond.

**The Mayor/Cllr Taylor:**

**That the Minutes of the Council Meeting held on 17 September 2020 (Minute Nos. Cncl-0920-89 to Cncl-0920-97) be taken as read and confirmed.**

**Carried**

**Committee Reports**

**Cncl-1020-137 Assets & Services Committee** -

A question was asked in relation to Minute No. A&S-1020-103 (Taylor Pass Road); the Chief Executive is to follow up and respond.

**Cllrs Taylor/Fitzpatrick:**

**That the Committee report contained within Minute Nos. A&S-1020-98 to A&S-1020-105 be received and the recommendations adopted.**

**Carried**

## **Cncl-1020-138 Environment Committee**

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**The Mayor/Clr Hope:**

**That the Committee report contained within Minute Nos. Env-1020-106 to Env-1020-119 be received and the recommendations adopted.**

**Carried**

## **Cncl-1020-139 Planning, Finance & Community Committee**

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**Cllrs Peters/Croad:**

**That the Committee report contained within Minute Nos. PF&C-1020-124 to PF&C-1020-134 be received and the recommendations adopted.**

**Carried**

## **Cncl-1020-140 Grants Sub-committee**

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**The Mayor/Clr Sowman:**

**That the Sub-committee report contained within Minute Nos. Grnt-1020-120 to Grnt-1020-123 be received and the recommendations adopted.**

**Carried**

## **Cncl-1020-141 Annual Report 2019-20**

**F275-A19-01**

Members noted that the purpose of the report was to adopt the Annual Report for the Marlborough District Council for the financial year ended 30 June 2020. 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.

Members of the Audit & Risk Sub-Committee advised that at the Sub-Committee meeting held yesterday that they had met with Rehan Badar, Associate Audit Director, and received explanation of the audit process and the issues that needed to be worked through during the audit. Rehan also advised that the audit had progressed smoothly.

Members of the Audit & Risk Sub-Committee recommended that the Mayor and Chief Executive sign the proposed letters of Representation for the 2019-20 Annual Report and Summary 2019-20 Annual Report and that Council adopt the 2019-20 Annual Report and Summary 2019-20 Annual Report, as presented without alteration, together with the Auditor's unmodified (except for standard COVID-19 related paragraphs) opinion.

Members acknowledged the considerable effort by the Finance team and other Council staff involved in the process.

**The Mayor/Cllr Peters:**

**That Marlborough District Council's Final Annual Report and Summary Annual Report for the financial year ended 30 June 2020 be adopted subject to receiving the relevant Audit Opinions.**

**Carried**

## **Cncl-1020-142 MDC Holdings Limited – 2020-21 Statement of Intent (Revised)**

**S400-004-004-20**

Mr Fletcher advised that the purpose of the report was to present the modified MDC Holdings Limited (MDCH) 2020-21 revised Statement of Intent (SOI).

Staff reported that the original MDC Holdings Limited 2020-21 SOI was approved at the 19 March 2020 Planning, Finance & Community Committee meeting. At that time, with the arrival of COVID-19, it was noted that if there

were any significant changes to Port Marlborough Limited's (PML) and or Marlborough Airport Limited's (MAL) performance targets then the Committee would be advised and a revised SOI presented.

Due to the impact of the COVID-19 pandemic MAL has revised its 2021 budget and SOI as it now expects to make a loss in the 2021 year and significantly increase its budgeted borrowing. Also PML's 2021 SCI was endorsed at the MDCH Board meeting on 31 August 2020 and subsequently adopted by the PML Board on 25 September 2020. Historically there has been a six month timing difference between the presentation of the MDCH SOI in March and the equivalent year's SCI for PML. This is because the statutory timing for finalising the Port Company's SCI is not until 30 September each year. This meant that the previous year's PML SCI is usually included in the MDCH SOI. However, as a result of both MAL revising its budget and PML completing its 2021 SCI the MDCH Board have taken the opportunity to include these updates into the modified 2021 MDCH SOI. The performance measures now better reflect the financial and operational expectations for the year ahead. Movements in the level of debt, borrowings of subsidiaries (and Council if required), applicable interest rates and the dividends from subsidiaries are the main contributors to movements in the Company's Income Statement and Statement of Financial Position.

The revised SOI also features new sustainability metrics developed by PML for Employee diversity (gender and age); Fresh water withdrawal (Megalitres); General waste to landfill (Tonnes); and Greenhouse gas Net Emissions Scopes 1+2<sup>4</sup>.

**Cllrs Peters/Oddie:**

**That Council approves the modified 2020-21 Statement of Intent for MDC Holdings Limited.**

**Carried**

## **Cncl-1020-143 2021 Council Meeting Schedule**

**D050-001-01**

Attached to the Agenda for consideration was the draft schedule of meetings for 2021.

**Cllrs Taylor/Brooks:**

**That the meeting schedule for 2020 be approved.**

**Carried**

## **Cncl-1020-144 Decision to Conduct Business with the Public Excluded**

**The Mayor/Cllr Taylor:**

**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)
- 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:**

<b>General Subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
<b>Minutes and Committee Reports</b>	<b>As set out in the Minutes</b>	<b>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.</b>

<b>Contract Issues</b>	<b>In order to protect the privacy of natural persons, as provided for under Section 7(2)(a).</b>	<b>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.</b>
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**Carried**

The meeting closed at 10.50 am.

Confirmed this 10<sup>th</sup> day of December 2020

**J C LEGGETT  
MAYOR**

Record No. 20213784