



**Minutes of a Meeting of the  
ECONOMIC, FINANCE & COMMUNITY COMMITTEE  
held in the Council Chambers and via Teams, 15 Seymour Street, Blenheim  
on TUESDAY, 17 OCTOBER 2023 commencing at 9.00 am**

**Present**

Clrs B G Dawson (Acting Chairperson), S R W Adams, S J Arbuckle, A R Burgess (from 9.05 am), J D N Croad, D A Dalliessi, R J Innes, B A Faulls, M R K Flight, G A Hope, B J Minehan, T P Sowman and Mayor N P Taylor

**Present via Teams**

Clr J A Arbuckle

**In Attendance**

Messrs M F Fletcher (Chief Financial Officer), D G Heiford (Manager, Economic, Community & Support Services), and N Chauval (Committee Secretary)

**Apology**

**Clrs Dawson/Croad:**

**That the apology for lateness from Clr Burgess be received and sustained.**

**Carried**

**EFC-1023-124 Declaration of Interests** -

Clr Dawson declared an interest in Item 3 – Business Trust Marlborough Annual Report 2023.

NB: The order of the agenda was altered at this point and the following Item 4 was heard ahead of Item 3.

ATTENDANCE: Mr Glenn Webster, Council's Libraries Manager, was present for the following item.

**EFC-1023-125 Te Kahu o Waipuna Meeting Room Use and Hire  
Policy** **L300-015-002-02**

Mr Webster reported that the purpose of the report was to adopt a use and hire policy for the meeting rooms at Te Kahu o Waipuna.

Members were advised that while planning was underway for the new library facility, meeting rooms were identified as an important part of the library service. It was noted that the preference was for the rooms to be available for use while the library was open, but also available outside library hours. The policy has also been developed to ensure meeting rooms are used to their full potential and are allocated on a fair and equitable basis.

There are six meeting rooms available, three on the ground floor and three on the first floor. The facility has been designed to allow for the ground floor meeting rooms to be accessed out of standard opening hours. Rooms 1 and 2, located on the ground floor, have kitchenette facilities and technology in the form of large TV screens and video conferencing facilities.

Mr Webster reported that two user groups have been identified, commercial and non-commercial. Members were advised that as a public facility the guiding principle would be that non-commercial users / groups are able to use the rooms at little or no cost, while commercial users will be charged at rates similar to other comparable venues in the region and would also align with those at Picton Library and Service Centre Waitohi Whare Mātauranga.

Members were advised that it is proposed that charging would commence from 1 January 2024. This would provide time to advise the community and potential users of the charges.

It was noted that currently potential users email a booking request to library staff, the next phase will be an online automated booking system. Rooms can only be booked six months in advance and a cancellation policy will be included with the terms of conditions for booking.

Clr J Arbuckle referred to point three 'review charges every two years' of the motion that had been moved by Clr Croad and seconded by Clr Dalliessi and proposed an amendment, which was seconded by Clr Adams. The amendment being that charges be reviewed after 12 months and reviewed every two years thereafter. Members agreed with the amendment and the substantive motion was put.

**Cirs J Arbuckle/Adams:  
That Council:**

**1. Adopt the meeting room use and charges as below (booking fees GST inclusive):**

**\* Ground Floor**

***During Opening hours***

Non-Commercial 2 hours free, then \$23 per hour thereafter

Commercial \$46 per hour or \$287.50 for a full day (in excess of 6 hours)

***After Hours***

Booking Fee \$23

Non-Commercial \$23 per hour

Commercial \$46 per hour

Fees for using Room 2 & Room 3 combined will be charged at 150% of the single room rate.

**\* First Floor**

***During Opening hours***

Non-Commercial 2 hours free, then \$23 per hour thereafter

Commercial \$34.50 per hour

***After Hours***

Not available to be used.

**2. Align charges with those used at Picton Library and Service Centre Waitohi Whare Mātauranga.**

**3. Review charges after 12 months and two years thereafter.**

**Carried.**

*NB: Clr Dawson declared a conflict of interest and withdrew from the meeting for the following item and Mayor Taylor assumed the chair.*

ATTENDANCE: Mr Aaron Marshall (Chair) and Ms Beth Barnes (Deputy Chair), Business Trust Marlborough and Tracey Taylor (Guest Speaker), were present for the following item.

## **EFC-1023-126 Business Trust Marlborough Annual Report 2023**

**E100-005-007-02**

Aaron Marshall and Beth Barnes presented the Annual Report for Business Trust Marlborough (BTM) to members. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 23219527).

Prior to the presentation Tracey Taylor, a guest of the Board, was introduced and provided members with a firsthand account of her experience with Business Trust Marlborough.

Members noted that Council has provided core funding of \$50,296 to BTM to deliver business advice and access to business mentoring. The financial year 2022/23 is the second year of a three-year current contract between Council and BTM. In addition, Council provided \$15,610.99 to BTM to deliver the Start-Up weekend in June 2023. Council's Solid Waste Manager, Mark Lucas, is the current BTM Trustee appointed by Council.

It was reported that BTM have met and exceeded their KPI's in 2022/23, with the exception of mentor matches which was short of target. The Trust will look to focus on increasing the number of mentors and mentees over the next 12 months and are confident of achieving the KPI of 60 mentor matches.

At the conclusion of the presentation Cllr Dalliessi asked whether the Trust would seek funding from DIA or other funding avenues in future, Ms Barnes noted that the Trust has included investigating other funding sources as an objective in their strategic plan.

Cllr Dalliessi noted that the Trust's 10 year anniversary is coming up and raised whether the Committee could be provided with more mentor / mentee stories to celebrate that milestone, along with information around how many employees and jobs have been created.

In response to a query on providing a Busy Mum's course to outlying communities, Ms Barnes noted that it has been considered but securing a suitable venue that is child safe/mum friendly is proving challenging.

**The Mayor/Cllr Dalliessi:  
That the report be received.**

**Carried**

ATTENDANCE: Messrs Mark Unwin, Council's Economic Development Officer, and Gary Fitz-Roy, Managing Director, Expertise Events, were present for the following item.

## **EFC-1023-127      Wine Pro Update      E101-004-002-03**

Mr Unwin reported that the purpose of the report was to provide an update on WinePro from Gary Fitz-Roy, Managing Director at Expertise Events.

To assist with the update a powerpoint presentation was shown (filed in CM Record No. 23219525)

Members were advised that a Steering Committee has been formed and is meeting regularly to help guide the event. Cllr Croad has agreed to participate pending workload.

Bragato has agreed to hold Grape Days during the event and the Blenheim bedbank has been activated for the event.

Members asked a number of questions at the meeting and had the common view that it will be an exciting opportunity for Blenheim and the Marlborough region in general both now and in the future.

**Cllrs Croad/Dawson:  
That the information be received.**

**Carried**

ATTENDANCE: Ms Sam Young, Council's Regional Events Advisor, was present for the following item.

## **EFC-1023-128      Regional Events Update      E100-002-011**

Ms Young reported that the purpose of the report was to provide an update on the activities of Council's Regional Events Advisor and Marlborough's events sector.

Ms Young noted that the Marlborough Mountain Bike Club had presented at the Public Forum that morning on the Skoda Cycling NZ Schools National Mountain Bike Championship that they hosted. The event was a huge success with 465 riders attending for up to eight days. Approximately 1400 people came into the region with an economic benefit of around \$2.4M for the whole event and around \$800 to \$900,000 directly into Marlborough.

Bayley's Friday Feast was held for the very first time at the Quays and feedback on the whole has been very positive. There were some suggested improvements which Ms Young will discuss with the organisers at the event debrief. A full report on the event is still to come due to the funding from Te Taihū Regional Events Fund.

The following day held the NZ Cheese Festival which used to be called the South Island Cheese Festival; the name change was due to the amount of interest nationally for the event. Approximately 2000 people attended across the day. A full report to come.

The South Island Masters Games 2023 has commenced, actual commencement date was 10 October. The organisers are reporting slightly lower numbers than expected but are still predicting approx. 1,700 participants over the 13 day period. No events have been affected by weather.

Ms Young noted for Garden Marlborough that ticket sales are 28% higher than the total sales were for 2019. This is a huge achievement as a number of events are not reporting sales as good as this. Also noted for the garden fete there be 220 stalls in attendance which will be a record number.

Garden Marlborough received funding from the Commercial Events Fund and will provide a full accountability report following the event.

Members were advised that the Wine and Food Festival is another event that has been funded through Council's Commercial Events Fund and tickets are on sale now. A three year agreement is in place for the event to use the Renwick Domain.

The Community Events Fund has received five applications with four to be considered. Ms Young advised that the application from the Marlborough Multicultural Centre has been processed and approved. A further application has been received and approved from the Waikawa Bay School for them to engage Enviro Hub Marlborough to do a zero waste event for their Plant Sale and Family Fun Day, which ran on Sunday.

Members were advised the Te Taihu Regional Events Fund reopened yesterday, 16 October, for any commercial event wanting to get off the ground or an existing event that needs support to grow their event. The fund amount is slightly lower than noted in the report due to approving some funding for Business Events Marlborough for the next two years.

Clr Croad advised members of the 'Evolution Sails Women's Regatta' recently held in Marlborough which has grown to be the largest single women's yachting event in NZ with 250 crew and 36 yachts entered (entries were capped). It was noted that this is the second year the event has been held with participants this time round staying longer in the region. Ms Young advised that she is looking to meet with the organising committee of that event to discuss how Council can assist/support them in future.

**Cirs Dawson/Croad:  
That the information be received.**

**Carried**

ATTENDANCE: Ms Jodie Griffiths, Council's Community Partnerships Advisor, was present for the following item.

## **EFC-1023-129      First Year Review of the Age Friendly Strategy** **C150-002-012-10**

Ms Griffiths presented the Age Friendly Strategy for review. A 'One Year In' review of the Strategy and a table on 'how we are tracking' was attached to the agenda item for members' information.

It was noted that the strategy is designed to support Marlborough in being an age-friendly community which enables people to age in the right place with dignity, respect, and independence. The strategy acknowledges work that has been completed to date and presents a set of actions that respond to the community's current and future needs. The strategy is for a five-year period, with a review after the first twelve months.

Ms Griffiths advised that she had joined the Office for Seniors which is a national networking organisation and is confident Marlborough is in a good position with the strategy with great buy in from the community.

Members were advised that as a result of feedback there is now a commitment to hold the Seniors Expo once a year rather than every second year. Ms Griffiths advised that Greypower are now partnering with Council to

support a seniors month and will run an information series on different topics for older people over two mornings in March and supporting the Seniors Expo.

Clr Dalliesi acknowledged the work Ms Griffiths and her team do in bringing the community together and suggested that it may be helpful to identify community programmes and how they connect with different sectors / community groups.

In response to a query from The Mayor who noted that there had been a number of concerns raised by the community regarding the timing of dialysis and whether there had been any progress. Ms Griffiths advised that there has been an improvement in the time of the dialysis so it works in with the Community Vehicle Trust drivers so they are not having to be there really early or very late. Ms Griffiths noted this outcome was the result of the Seniors Forum that escalated things to get some action.

**Cirs Sowman/Fauls:**  
**That the information be received.**

**Carried**

ATTENDANCE: The meeting adjourned at 10.33 am and resumed at 10.46 am.

## **EFC-1023-130      Grants Sub-Committee      D050-001-G02**

The Minutes of the Grants Sub-Committee meetings held on 26 September 2023 and 10 October 2023 were attached for ratification by the Committee.

Clr Dalliesi requested that the amount of Council funding or in kind support be included in the allocation information provided.

**Cirs Sowman/Dalliesi:**  
**That the Minutes of the Grants Sub-Committee meeting held on 26 September 2023 and 10 October 2023 be ratified.**

**Carried**

## **EFC-1023-131      Housing for Seniors Sub-Committee      D050-001-H01**

The Minutes of the Housing for Seniors Sub-Committee meetings held on 7 September 2023 were attached for ratification by the Committee.

**Cirs Croad/Dalliesi:**  
**That the Minutes of the Housing for Senior Sub-Committee meeting held on 7 September 2023 be ratified.**

**Carried**

## **EFC-1023-132      Treasury Management Report 30 September 2023      F290-006-23**

The Treasury Management Report for the period ending 30 September 2023 was presented to members.

It was noted that the Cash, Investments and Borrowings were included as an attachment to the agenda item. These are details of the market interest rate movements; a summary of the investments Council held, and that these continue to comply with the Investment Policy section of the Treasury Management Policy; and a summary of the Council borrowings as at 30 September 2023. These do not currently comply with the Treasury Management Policy but will as Council's borrowing increases.

Clr J Arbuckle referred to the Liability Management Policy and whether it would be reviewed through the LTP Working Group. Mr Fletcher advised that the policy is reviewed by the Audit and Risk Committee due to the

greater financial focus. It was noted that as Council moves forward with the iRex project Council will need to separate the policy out between Council Policy and normal subsidiary debt raising and the debt raising we need for iRex. It was noted that Council will engage with Bancorp as our Treasury Management Advisors.

**Cllrs Dawson/Croad:**  
**That the information be received.**

**Carried**

## **EFC-1023-133 Debtors Overdue Reports as at 31 August 2023** **F270-36-21**

Mr Fletcher presented the Debtors Overdue Reports as at 31 August 2023 to members.

The 30 - 90 balance includes a large government department invoice for \$3.5M which was paid in September 2023. Of the annual monitoring resource consent fees charged in July 2023 totalling approx. \$1.3M balance owing as at the end of September is \$237,051. Eighty three percent have been paid.

The 90 Days balance includes several Development Contribution invoices that will be paid once the projects are near completion. It also includes a number of invoices that are in dispute.

The Property Leases and Licences Debtors Report as at 31 August 2023 were attached to agenda for Councillors' information.

**Cllrs Dawson/S Arbuckle:**  
**That the information be received.**

**Carried**

## **EFC-1023-134 Rates Report as at 30 September 2023** **F270-36-21**

Mr Fletcher presented the Rate Levies Status Report and Rate Arrears Aged Balance Report as at 30 September 2023 and the Water Billing Debtors' Report.

Members were advised that as at 30 September 2023 24.43% rates had been collected which is comparable to last year's collection rate for the same period of 24.13%.

Penalties totalling \$106,429 were applied to 1,537 properties on 12 September 2023. This is higher than for the same period in the previous year of \$87,761 on 1,439 properties. This increase can be attributed to the annual rates increase and the current economic climate.

It was noted that the Rates team continue to work with ratepayers to provide mutually agreeable repayment plans to assist them to continue to clear their arrears and ongoing rates.

**Cllrs Dawson/Croad:**  
**That the information be received.**

**Carried**

## **EFC-1023-135 Information Package** **-**

**Cllrs Faulls/Sowman:**  
**That the Economic, Finance & Community Information Package dated 17 October 2023 be received and noted.**

**Carried**

## EFC-1023-136 Decision to Conduct Business with the Public Excluded

Cllrs Dawson/Minehan:

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

- Marlborough Events Centre

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
Marlborough Events Centre	To enable the Council, as holder of the information, to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) as 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 11.30 am.

Record No: 23222229





Annexure

## Public Forum

1. **Neil Sinclair and Fraser Brown** - Marlborough Mountain Bike Club. A video was shown and a letter of appreciation from the Mountain Bike Club was tabled.



17 October 2023

Councillors and Council Staff  
Marlborough District Council  
P O Box 443  
BLENHEIM

Dear Mayor Taylor, Deputy Mayor Croad, Councillors and Council Staff

### LETTER OF APPRECIATION

As you will be aware, the Marlborough Mountain Bike Club ("MMBC") hosted the Skoda Cycling NZ Schools National Mountain Bike Championships earlier in the month.

The feedback from Cycling NZ Schools was "the club has lifted in the bar significantly in terms of the quality of the organisation and the event in general". We are hearing feedback through multiple sources about the quality of the events' organisation and the venues and tracks. The event was a huge success with 465 riders (there were 60 late withdrawals) attending for up to eight days.

A critical component of the success of the event was the Cross Country ("XC") held in the Wither Hills Mountain Bike Park. The XC race track included the new Gentle Annie skills park loop which Councillors approved earlier this year. This track was critical to the success of the XC loop and this decision contributed greatly to the success of the event. Feedback on the XC track was all positive, and particularly how easy it was for spectators to watch riders on track features, and the riders reported the track as being a lot of fun to ride.

Council needs to take credit for supporting MMBC's vision for that area.

In addition, the \$20,000 Major Event Grant we received took the financial pressure of the Club. The total revenue from the event exceeded \$110,000 and put MMBC at a financial risk. The \$20,000 grant allowed the Club to confidently secure key suppliers providing First Aid and Timing.

This timing system will allow the Club to continue to grow and provide top class events to our members. We expect further growth in the coming 24 months following Cycling NZ's decision to award the 2023 National Championships to Blenheim, following this years' cancellation.

The Club would like to formally thank Council for their support in establishing the Gentle Annie loop and for the Major Event Funding. The success of this event could lead to Marlborough being selected to host future major Cycling NZ events which is a great outcome.

Yours sincerely  
Marlborough Mountain Bike Club

A handwritten signature in black ink, appearing to be "Fraser Brown", written over a white background.

Fraser Brown  
President

A handwritten signature in black ink, appearing to be "Neil Sinclair", written over a white background.

Neil Sinclair  
Treasurer