

MARLBOROUGH DISTRICT COUNCIL
15 SEYMOUR STREET
PO BOX 443, BLENHEIM 7240
NEW ZEALAND

TELEPHONE (0064) 3 520 7400
FACSIMILE (0064) 3 520 7496
EMAIL mdc@marlborough.govt.nz
WEB www.marlborough.govt.nz



**MARLBOROUGH
DISTRICT COUNCIL**



Only Marlborough

26 March 2021

Record No: 2162996
File Ref: D050-001-02
Ask For: Mike Porter

Notice of Council Meeting – Thursday, 1 April 2021

Notice of the Council Meeting to be held in the Council Chambers, 15 Seymour Street, Blenheim on Thursday, 1 April 2021 to commence at 9.00 am.

BUSINESS

As per Order Paper attached.

**MARK WHEELER
CHIEF EXECUTIVE**



**Order Paper for the
COUNCIL MEETING**
to be held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY, 1 APRIL 2021 commencing at 9.00 am

Open Meeting

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Marlborough District Council

**Order Paper for the
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to be held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY, 1 APRIL 2021 commencing at 9.00 am

1. Karakia

Tēnā koutou, tēnā koutou, tēnā koutou katoa
E te Atua tō mātou Kai-hanga,
ka tiāho te maramatanga me te ora, i āu kupu kōrero,
ka tīmata āu mahi, ka mau te tika me te aroha;
meatia kia ū tonu ki a mātou
tōu aroha i roto i tēnei huihuinga.
Whakakī a matou whakaaro ā mātou mahi katoa,
e tōu Wairua Tapu.
Āmine.

(God our Creator,
when you speak there is light and life,
when you act there is justice and love;
grant that your love may be present in our meeting.
So that what we say and what we do may be filled with your Holy Spirit.
Amen.)

2. Apologies

3. Declaration of Interests

Members are 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.

4. Minutes

- 4.1 Confirmation of the Minutes of the Council Meeting held on 25 February 2021
(Minute Nos. Cncl-0221-239 to Cncl-0221-281)

**Minutes of a Meeting of the
Marlborough District Council
held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY 25 FEBRUARY 2021 commencing at 10.30 am**

Present

The Mayor J C Leggett (in the Chair), Cllrs J A Arbuckle, C J Brooks, J D N Croad, B G Dawson (to 3.16 pm), B A Fauls, M J Fitzpatrick, G A Hope, D D Oddie, M A Peters, T P Sowman and N P Taylor.

In Attendance

Mr M S Wheeler (Chief Executive), Mr M F Fletcher (Chief Financial Officer), Mr D G Heiford (Manager Economic, Community & Support Services), Mr R P Coningham (Manager Assets & Services), Ms G M Ferguson (Consents & Compliance Group Manager), Mr A J Lyall (Property and Community Facilities Manager), Mr H R Versteegh (Environmental Science & Policy Group Manager), Mr D G Walters (Communications Manager), Ms S L (Stacey) Young (Chief Information Officer), Mr S A Donaldson (Planning & Development Engineer), Mr P J Hawes (Environmental Policy Manager), Mr S J Murrin (Marlborough Roads Manager), Mr G R Dick (Rivers & Drainage Engineer), Capt. L D Grogan (Harbourmaster), Ms J A Tito (Reserves & Amenities Manager), Mr B R Paton (Emergency Services Manager), Mr A G McNeil (Solid Waste Manager), Mr B A Walker (Infrastructure Projects Engineer), Ms C L Lake (Financial Services Manager), Ms D Vermaas (Economic Development Programmes Manager), Ms L J Craighead (Reserves & Amenities Officer - Planning), Ms S J (Samantha) Young (Regional Events Advisor), Ms N J Chauval (Committee Secretary) and Mr M J Porter (Democratic Services Manager).

Karakia

The meeting opened with a karakia.

Apologies

Cllrs Taylor/Arbuckle:

That the apologies for absence from Cllrs J L Andrews and F D Maher be received and sustained.

Carried

Cncl-0221-239 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-1220-193;
- The interest as declared under Minute No. PF&C-0221-228 (Minute No. PF&C-0221-232);
- The interest declared at the meeting by Cllr Taylor under Minute No. Cncl-0221-276;
- The interest declared at the meeting by Cllr Fauls for any reference to the Link Pathway and the Linkwater Hall; and
- The interest declared at the meeting by Cllr Dawson under Minute No. Cncl-0221-250.

Cncl-0221-240 Long Term Plan Budgets 2021-31 **F230-L21-03**

The Mayor welcomed everybody and introduced the purpose of the budget side of the meeting as per the Agenda. The Mayor also acknowledged the work of Mr Fletcher and his staff and indeed all staff who had worked on reports.

Cncl-0221-241 Budget Summary **F230-L21-03**

Mr Fletcher spoke to his report which provided Council with an overview of the budgets proposed for inclusion in Council's 2021-31 Long Term Plan (LTP).

In summary Mr Fletcher reported that the proposed budgets maintain a continuation of existing levels of service and a Capital Expenditure programme that in the main focuses on core infrastructure. The Capital Expenditure programme, the increase in the LGCI, personnel costs and increased Government requirements are the main contributors to the proposed rates increases. Because of the impact of Government requirements on Council costs and rates, it was proposed (and subsequently agreed after some discussion on whether this needed to be stated) to include a third element, i.e. Government Requirements, into the calculation of Council's "Rates Cap". To reduce the impact on Rates, extensive use has been made of the Infrastructure Upgrade and Depreciation Reserves. However, as the Infrastructure Upgrade Reserve in reality reflects an ability to service debt, total debt levels have increased. Debt levels are forecast to increase above previous levels and to reflect the impacts of inflation; it was proposed (and subsequently agreed) that Council increase its debt cap to \$230M. Council's forecast debt levels will remain within the covenants for LGFA borrowing increases. The use of debt is one of the main methods of achieving intergenerational equity.

Mr Fletcher, in his background to the report, advised that every three years Council is required to review and update its LTP. However, the context in which the 2021-31 LTP was being prepared was significantly different to what existed in the past. Currently Council and the Community are facing:

- the continuing impacts of COVID-19 both on Marlborough and the rest of the world. Much of Marlborough's economy is trade and tourism related and therefore reliant on how the rest of the world deals with the impacts of the COVID-19 epidemic. As a result, some commentators are forecasting that the worst has yet to come, but to date their forecasts have proven to be pessimistic;
- increasing impacts of Government Regulation and National Policy Statements. The Taumata Arowai – Water Services Regulator Act was passed in July 2020 and the National Policy Statement (NPS) on Freshwater Management 2020 was also issued in the same year;
- along with further NPS's being in the pipeline, there is also the review of the Resource Management Act 1991 and how the three waters will be delivered in the future. As a result of the uncertainty surrounding these developments and reviews, it has been assumed that the status quo will remain for the purposes of preparing this LTP. They will be better addressed in the 2024-34 LTP when greater certainty exists. In the interim, Council must keep abreast of any developments and be prepared to provide input/comment;
- higher levels of population growth are currently being experienced compared to say the position of 5-10 years ago. Higher levels of growth increase the demand for additional Council infrastructure. While the growth component is paid for via Development Contributions in the long term Council must fund the costs upfront; and
- increasing requests from the community for either increased levels of service or increased financial support.

Mr Fletcher further advised in his background to the report that there were a number of components in the process of preparing a LTP, these being: a review of Community Outcomes; a review of Levels of Services (LoS); a review of how Council will finance its Activities; and reviewing the underlying key assumptions Council should use. These components were detailed in the report.

Mr Fletcher spoke on the budget approach which was detailed in the report. The prime drivers for rates increases, capital expenditure by demand type, personnel costs, combined impact of LGCI, capex and personnel, additional cost driver – government requirements – impact on rates cap, debt and proposed Council operating and capital expenditures were also covered.

The table below identified the activities that have the greatest impact on the proposed increase in rates and charges and in summary the reasons why. It was noted that some of the increase results from the flow on effects of previous year's decisions, particularly if last year expenditure was funded from reserves for one year and this year are fully rate funded and investment in infrastructure intensive activities such as sewerage, water and community facilities. These projects are now incurring a full year's charge for depreciation, interest on loans and, for some, increased operating costs. Conversely, if budgeted Capital Expenditure has been deferred or delayed, then the corresponding depreciation and interest will not come to charge:

General Rates & Charges:

General Revenues	\$891,569	Decreased funding from the General Revenues Account following the reduction in the interest rate assumption to 4% as agreed in the LTPWG's August 2020 meeting.
Community Facilities	\$738,035	Increase in street trees and street plot costs due to increased transport management plan requirements and additional contract maintenance costs.

Environment policy	\$629,988	Increase in strategic planning resources and legal costs for environment plan appeals.
Environmental Management	\$560,551	Additional resources are required for environmental review to keep pace with government (National policy and environmental statements) and the community demand for quality environmental data and monitoring to position Council well for the future.
Flood protection	\$454,165	Increased operating costs due to the increased river bank length required to be maintained and also the increase in a number of contract costs.
Library	\$275,470	A decrease in personnel costs was budgeted last year due to COVID-19, which have now been returned to the budget.
Building control	\$256,043	Last year it was expected that building consents would decrease due to COVID-19 which had a reduction in this budget. The effect of these reductions has now been removed as there has been no reduction in activity levels.
General Roding and Footpaths	\$235,098	The main increases are additional traffic management costs and increased sealed pavement maintenance costs.
Storm water	\$232,816	There has been an increase in depreciation costs due to additional assets. Increased costs as laboratory samples are now necessary to meet the new Springlands Stormwater management area resource consent.
Harbours	\$197,909	Increased depreciation costs due to the new Harbour incident management system and new boat.
Environmental protection	\$142,176	Additional resources to implement the Regional Pest Management Plan and increased legal costs.
Culture Heritage	\$138,123	The grant to the Art gallery has been moved forward to offset the quarter of the Library/art gallery building, the internal loan costs relating to this were previously in 2022-23. The heritage grants have increased back to the pre COVID-19 value.
Resource Consents	\$107,432	Increase in cost of resources and depreciation for the new Resource Consenting software.
Environmental Health	\$92,701	Last year was significantly decreased due to COVID-19 impacts on the hospitality industry, which have now been reversed.

Targeted Rates and Charges:

Combined Water	\$1,090,280	The main increase is due to an increase in maintenance costs. Mains, Connection and Toby Maintenance costs have all increased by over 40% due to most jobs being in the road corridor with the associated increase in traffic management compliance costs. Treatment costs have also increased by over 40%. Other infrastructure costs have increased in line with last year's actual costs.
Awatere & Riverlands water supplies	\$67,749	Additional costs due to the Riverlands new water treatment plant.

Mr Fletcher reported that managers have identified a number of new initiatives with supporting papers contained elsewhere in this Agenda. The table below shows the indicative impact on Rates should Council agree to proceed with the proposed initiatives:

Levels of Service Increases	Total \$	Indicative Rates Impact 2021-22	Comments
Marlborough Convention Centre	\$1.1M	-	As a result of the uncertainties surrounding the long term cost of operating this facility, particularly as a result of COVID-19, it is suggested that this item be Reserve funded for the first 3 years.
Economic Development and Regional Events	\$150K	\$100K	Economic development program costs from this year's rates with the Garden Marlborough assessment and additional publications in future years.
Small Townships Programme	\$500K	-	Extending the per annum cost from 2028-29 onwards.

CCTV and Wifi Extension and Funding	\$95K	\$30K	CCTV maintenance being rates funded while installation from the Forestry and Land Reserve. Wifi costs in future years.
Parking – Picton and Blenheim CBD	-	-	Pending outcome of Council discussions.
Housing Opportunity - George Street	\$3.6M	-	Building expenditure will be offset by rental income.
Picton and Blenheim Innovative Streets	\$1.8M	-	Expenditure in 2022-23 and 2025-26.
Budget Provision - Sporting and Recreation Facilities	\$11.0M	-	Some items may be funded from Land Sub. Only year one of the Seddon domain reserve management plan improvements is in 2021-22 at \$100k, rates funding for internal loan costs.
Financing Options: Stadium 2000 Trust	-	-	Nil rates impact as it is recommended that Council support the Stadium by means of Guarantee.
Community Facilities: Capital Expenditure (Other)	\$4.4M	-	Increased budgets to address user demands, community requests and to ensure areas are fit for purpose.
Community Facilities – Blenheim Area	\$87K	\$87K	New facilities require annual expenditure to maintain.
Community Facilities – Picton and Surrounds	\$108K	\$108K	New facilities require annual expenditure to maintain.
Community Facilities – Other Areas	\$287K	\$272K	New facilities require annual expenditure to maintain.
Videography Production	\$25K	\$25K	Annual increase in expenditure.
Environmental Science and Monitoring Levels of Service Coastal Capital Expenditure	\$1.2M	\$75k	Multi beam data analysis annual costs.
National Policy Statement for Freshwater Management 2020	\$1.2M	\$197K	Annual costs required for NPSFM, increasing in next few years, then steady annual costs for the ten years.
Redwood Street/Town Branch Drain Stormwater Upgrade	\$10.4M		Increased capital budget to complete stormwater upgrade in future years.
Reassign Previously Approved Pouārahi Funding	(\$30k)	(\$30K)	Relied on Tasman/Nelson providing part funding which has not eventuated.
Greenwaste Acceptance Facility, Resource Recovery Centre and Weighbridges	\$649K	\$49K	Weighbridge capital expenditure and 25% of expenses if fees to rates 75:25 split is agreed.
Blenheim Business Association	\$30K	\$30K	Annual budget to replace uncertainty of annual grant.
Renwick Museum – Earthquake Strengthening	\$130K	-	Funds from Emergency Events Reserve.

The forecast balances (\$000) of Council's discretionary Reserves were highlighted in the report. Further detail on the allocations already approved from these Reserves is shown under Minute Nos. Cncl-0221-245 and Cncl-0221-246.

Cirs Peters/Sowman:

1. That Council receive the information contained in this Budget Summary Paper and adopt it as supporting information to the 2021-31 Long Term Plan.
2. That Council agree to increase its "Debt Cap" to \$230M from \$140M (both figures are net debt).
3. That Council agree to include a third element into its "Rates Cap", i.e. Government Requirements of 1%.
4. That Council agree that its "Rates Cap" will be the movement in the LGCI + 2% for growth and levels of service increases + 1% for Government Requirements.

Carried

Cncl-0221-242 Water, Sewerage and Stormwater Capital Budgets

F230-L21-03

Mr Donaldson provided an overview of Water, Sewerage and Stormwater projects and capital budgets over the 2021-31 period and identified changes in capital budgets (excludes overheads and inflation) and the programme.

The report included specific detail on the projects proposed and their capital costs.

Following discussion on Starborough Creek, the meeting was advised that staff intend reporting back to the Assets and Services Committee on potential solutions to this issue.

Cirs Taylor/Croad:

That the water, sewerage and stormwater budget and programme changes for the 2021-31 Long Term Plan be received and the information be adopted as supporting information.

Carried

Cncl-0221-243 Road and Footpaths Budget

F230-L21-03

Mr Murrin provided an overview of major roading expenditure, broken down into three categories: Maintenance; Renewals; and Capital Improvements. It was noted that expenditure is split into subsidised and unsubsidised. Subsidised expenditure attracts a subsidy from Waka Kotahi. The current subsidy is set at 51%.

It was further reported that the subsidised Roothing Programme is funded in a 3 year block. The next 3 year programme commences on 1 July 2021 and goes through till 30 June 2024. Bids were submitted to Waka Kotahi back in December for the Roothing Programme (\$53,684,317 as opposed to \$39,035,431 in 2018 [an increase of around 27%] – the increase was explained in the report). Waka Kotahi are currently reviewing all of Council's bids and at this stage the outcome of the bid is not known; the result will be brought back to the Assets and Services Committee once advised.

Mr Murrin further reported that the only major capital improvement proposed in the 2021-31 Long Term Plan is replacement of the High Street Bridge. There is a total of \$6.5M budgeted in 2027-28.

Cirs Taylor/Peters:

That the report be received and adopted as supporting information.

Carried

Cncl-0221-244 Capital Expenditure Schedule

F230-L21-03

Members noted the proposed capital expenditure programme for the 2021-31 LTP. Mr Fletcher reported that the majority of the larger items are commented on in the previous two items; or relate to the Blenheim Library and Art Gallery, Flaxbourne Irrigation, or Solid Waste Management.

Cirs Peters/Arbuckle:

That the information be received and adopted as supporting information.

Carried

Cncl-0221-245 Reserve Balances

F230-L21-03

Mr Fletcher and Ms Lake outlined the forecast balances for Council's significant Reserves.

Cirs Peters/Taylor:

That the information be received and adopted as supporting information.

Carried

Cncl-0221-246 Infrastructure Upgrade Reserve

F230-L21-03

Mr Fletcher and Ms Lake provided a specific update on the Infrastructure Upgrade Reserve.

Cirs Taylor/Croad:

That the information be received and adopted as supporting information.

Carried

Cncl-0221-247 Forecast Financial Statements

F230-L21-03

Mr Fletcher and Ms Lake explained the forecast Financial Statements reflecting the income, expenditure and funding decisions in the 2021-2031 Draft Long Term Plan.

The report included the Statement of Comprehensive Revenue and Expense; Statement of Changes in Net Assets / Equity; Statement of Financial Position; Statement of Cash Flows; and the accompanying Financial Statement Notes.

Cirs Peters/Croad:

That the information be received and adopted as supporting information.

Carried

Cncl-0221-248 Council Activities

F230-L21-03

Mr Fletcher advised that the purpose of this paper was to present for Council's information each of Council's Activities and provide a guide to the structure of each the Activity Statements. The intention was that this information would be made available to the public during the consultation process as supporting information. The papers were separately attached to the Agenda (filed in CM – Record No. 2137889).

Cirs Arbuckle/Dawson:

That the information/presentation be received and made available to the public during the consultation process as supporting information.

Carried

Cncl-0221-249 Convention Centre Management and Funding

C600-005-C03-01

Mr Heiford advised that the purpose of the report was to approve the management structure and funding for the Marlborough Convention Centre.

In summary it was reported that the Marlborough Convention Centre (MCC) has been operated by Scenic Group under a lease for 13 years. Scenic Group gave notice and exited this agreement on 31 January 2021. Council has been negotiating with the Marlborough Civic Theatre Trust (MCTT) to undertake the operation of the MCC. It is intended to change the name of the Marlborough Convention Centre to the Marlborough Events Centre. Council staff have been working closely with the MCTT staff to transition the MCC to a new management structure while still maintaining existing bookings and pursuing new bookings.

The report covered in detail the Background/Context and in particular the Management Agreement with MCTT, Event and Venue fees, and name and branding.

At the meeting it was noted that the Management Agreement must include mutual review clauses.

Cirs Hope/Peters:

- 1. That Council approve the Marlborough Civic Theatre Trust as the managers of the Marlborough Convention Centre for three years with the option to extend.**
- 2. That Council approve up to \$300,000 for the one-off costs of fitting out and undertaking deferred maintenance of the Marlborough Convention Centre to be funded from the Forestry and Land Development Reserve.**

3. That Council agree to fund the fixed operating costs of the Marlborough Convention Centre estimated at \$250,000 per annum for the first three years from the Forestry and Land Development Reserve.
4. That Council agree to delegated authority for the Chief Executive to finalise a management agreement for the Marlborough Convention Centre with the Marlborough Civic Theatre Trust.

Carried

Cncl-0221-250 Economic Development and Regional Events

E100-000-01

Mr Heiford and Ms Vermaas advised that the purposes of the report were: to propose a revised economic development programme requiring an increased budget of \$100,000 per annum; to propose increasing the print, distribution and promotion of the Spring and Autumn Marlborough events guides requiring an increased budget of \$30,000 from 2022-23 onwards; and to propose undertaking a detailed economic assessment of the Garden Marlborough event in 2022 requiring a budget of \$20,000 in 2022-23.

In summary it was reported that proposals have been developed: to reorganise the economic development programme to continue the key delivery areas, and also address new opportunities in technology, food and screen sectors; for increased printing, distribution and promotion of the Spring and Autumn events guides; and to undertake a detailed event evaluation of the Garden Marlborough event in 2022-23. Specific detail was covered in the report under Background/Context, and specific Assessment/Analysis for Economic Development (Business capability, Economic leadership and vision, Foresight and intelligence, Food, Screen, Technology and Proposed Budget); and for Regional Events (Quarterly Events Guides and Event evaluation).

The report gave Council two options for the Economic Development proposal (additional \$100,000 or the status quo). Members agreed to go with the additional \$100,000 option.

The report gave Council three options for the Quarterly Events Guide proposal (additional budget of \$30,000 from 2022-23 onwards (Spring and Autumn Events Guides) or the status quo or additional budget of \$15,000 be provided from 2022-23 onwards (Autumn Event Guide only)). Members agreed to go with the additional budget of \$30,000 from 2022-23 onwards option.

The report also gave Council two options for the Event Evaluation proposal (\$20,000 in 2022-23 or the status quo). Members agreed to go with the \$20,000 in 2022-23 option.

At the meeting members requested a copy of an economic review on the Ningxia Sister Region relationship.
Postscript – this was provided by email to all members.

Cllrs Croad/Oddie:

1. That an additional \$100,000 per annum operational budget be provided to support the proposed new economic development programme and the technology, food and screen sectors.
2. That an additional budget of \$30,000 be provided from 2022-23 onwards for the increased printing, distribution and promotion of the Spring and Autumn events guides.
3. That a budget of \$20,000 be provided in 2022-23 to undertake a detailed event evaluation of the Garden Marlborough event.

Carried

NB: Cllr Dawson declared an interest in the above and did not take part in discussion nor vote on the issue.

Cncl-0221-251 Small Townships Programme

E100-002-02

Mr Heiford and Cllr Brooks advised that the purpose of the report was to consider extending the funding for the Small Townships Programme beyond 2027-28.

In summary it was reported that the purpose of Marlborough's Small Township Programme is to design a liveable town with an attractive central space with freedom of movement, connectivity and accessibility, and a sense of place and unique identity. The programme is currently funded until financial year 2027-28. The breadth of the STP in terms of the number of eligible settlements, and the depth of the STP programme in

terms of process means it takes many years for each of the many towns and small settlements to complete the Township Plan and for projects to be implemented. Furthermore, as the programme's 'first round' nears completion across Marlborough, those townships that featured early on the programme may be ready for new projects as it would have been some years that their work was completed.

The report covered in detail the Background/Context and an Assessment/Analysis; and gave Council three options (either "the annual \$500,000 funding allocation for the Small Townships Programme to 2030-31 and beyond" or "the status quo" or "the annual \$500,000 funding allocation for the Small Townships Programme for three years at the end of the 2021-31 Long Term Plan period – 2028-29 to 2030-31 financial years").

Members agreed to go with "the annual \$500,000 funding allocation for the Small Townships Programme to 2030-31", but not beyond that financial year as recommended in the report. It was also agreed that a review will need to be undertaken closer to that date.

Cllrs Brooks/Arbuckle:

That Council extend the annual \$500,000 funding allocation for the Small Townships Programme to 2030-31.

Carried

Cncl-0221-252 CCTV and Wifi Extension and Funding

C315-2012/24

Mr Heiford advised that the purposes of the report were: to consider funding increases for the network extension and operating costs of CCTV cameras in the Blenheim and Picton CBD's; and to consider funding increases for the operation of free wifi in the Blenheim and Picton CBD's.

In summary it was reported that the provision of the replacement, network extension and installation of CCTV systems for the Blenheim and Picton CBD's has been very effective. Network Tasman Limited has provided a fully maintained system for both CBD's. Council budgets are no longer adequate to cover the upgraded CCTV systems or the proposed upgrades and additions requested by NZ Police. The LTP budgets need to be adjusted to cover these proposed changes. The "free" wifi solution needs to have the budget continued in the LTP with an additional hardware upgrade every 5 years.

The report covered in detail information under the headings of CCTV and "Free" Wifi.

Cllrs Oddie/Hope:

- 1. That Council agree to an annual increase to the CCTV maintenance and management budget of \$30,000 per annum from general rates.**
- 2. That Council agree to a one off installation budget for the CCTV system extension of \$30,000 to be funded from Reserves.**
- 3. That Council agree to an annual budget of \$15,000 per annum for the "free" wifi systems from general rates continuing after 2024.**
- 4. That Council agree to an upgrade budget for the wifi system of \$10,000 every five years to be funded from general rates starting in 2022.**

Carried

ATTENDANCE: The meeting adjourned at 12.38 pm and reconvened at 1.15 pm.

Cncl-0221-253 Housing Supply Challenges

U045-04-03

Mr Wheeler advised that the purpose of the report was to summarise Council's current role in the provision of residential housing; it also updates zoned land supply progress and considers issues, challenges and opportunities to contribute to improved supply. The report also briefly outlines affordability and social housing issues. Mr Wheeler also spoke to a presentation (filed in CM – Record No. 2138989).

In summary Mr Wheeler reported that housing supply and affordability is a challenge across New Zealand and in Marlborough. Marlborough is more affordable than many other regions but social agencies and employers are concerned about the worsening trend. Council has a key role in the housing market and in particular through the Proposed Marlborough Environment Plan (PMEP) residential zoning of land and in

providing infrastructure to support the housing in those new zones. Infrastructural development is progressing well particularly now that the North West Sewer Upgrade is underway.

There are over 1900 lots (plus infill possibilities) zoned within Blenheim, which represents 15 years' supply if the current 125 lots of consented houses per year continues. Landowners and developers may not however be willing to sell or develop their land as demand desires and may not support the sequential infrastructure works required. Council could use legislative tools to enable this infrastructural development to progress. Rating policy could also influence the release of private land for development.

There are other stakeholders and influences on housing supply and affordability. In particular government monetary policy, interest rates, Reserve Bank policies, bank lending profiles, developers' strategies, covenants, taxation and social housing programmes are all extremely significant.

The provision of senior housing is a core Council role and a renewal programme continues. Other local social housing initiatives are underway and the Council supported Marlborough Housing Group facilitates discussion amongst local housing stakeholders. Council could intervene in subdivision development and the housing market but there are both financial risks and possible private sector disincentives in that. Further planning work is recommended to consider Council's roles, desired outcomes and the logic for any Council intervention in housing matters beyond its mandated role.

The report covered in detail the Background/Context, New Zealand and Marlborough's Housing Challenge, Quotable Value Data, Discussion on Council Actions to Assist the Supply of Land, Updated Residentially Zoned Land Availability, Housing Affordability and Accommodation for Construction Project Workers; and gave Council two options (either "continue current core housing activities and complete feasibility studies and NPS-UD planning reports as recommended" or the "status quo"). Members agreed to go with "continue current core housing activities and complete feasibility studies and NPS-UD planning reports as recommended".

Some amendments were made at the meeting to the recommendations as included in the report.

Cirs Brooks/Arbuckle:

1. **That the provision of infrastructure and the regulatory requirements to enable appropriate housing on zoned land to continue to be given high priority.**
2. **That discussions with land owners and developers continue to encourage and support residential subdivision and development.**
3. **That impediments to sequential infrastructure development for residential zones be addressed and the use of designations under the Resource Management Act 1991 (RMA) and other powers under the Local Government Act 2002 and the Public Works Act are considered where negotiated settlements cannot be reached.**
4. **That Council considers the rationale for any intervention in housing matters beyond its mandated role and what outcomes it is seeking to achieve.**
5. **That the feasibility of Council purchasing zoned but undeveloped residential land and subdividing it be explored and a report to Council outlining feasibility and funding options be prepared.**
6. **That Council-led development of "affordable" housing or apartments on Council-owned land be investigated and a feasibility and funding options report be prepared.**
7. **That Council continues to monitor and report on housing data and information according to the National Policy Statement on Urban Development (NPS-UD) methodology utilising updated Statistics NZ information when it is available and that this work informs planning for new residential zoning capacity requirements.**
8. **That a housing preferences survey of our community be commissioned looking at style, location and cost aspirations and that the survey outcomes be discussed with the Marlborough and Central Government housing stakeholders to inform action plans.**
9. **That Council work with the Ministry of Education and KiwiRail to assist the understanding and possible solutions to housing supply challenges related to the Combined Colleges and iReX projects.**
10. **That the current rating policy for rezoned but undeveloped rural land be reviewed for consultation in the 2022/23 Annual Plan with progress in the development of that land being a key consideration.**

11. That further strategic planning work be undertaken through the Senior Housing Sub Committee on the Senior Housing Unit Renewal and Expansion Plans.
12. That a budget of up to \$100,000 from the Forestry and Land Development Reserve be provided to assist with any planning and analysis work required to implement these recommendations.
13. That a work programme including a timetable be prepared for the above to be considered at the Planning Finance and Community meeting on 20 April 2021.

Carried

Cncl-0221-254 Housing Opportunity - George Street

C600-004-002-01

Mr Lyall advised that the purpose of the report was to seek funding approval for a 12 unit Senior Housing development located at 85 George Street, Blenheim. The development will require initial funding upfront but once occupied and operational rentals will cover ongoing financial costs.

In summary it was reported that Council owns an 800m² vacant site in George Street Blenheim. Development plans have been prepared to construct a 2 storey, 12 unit Senior Housing complex. The development has been quantity surveyed and is estimated to cost approximately \$3.7M including construction and 10% contingency, design, consenting and project management. It is proposed that the rents will be set slightly higher for the new units when compared with the existing senior housing units. The development modelling produces a positive NPV and an internal rate of return of 4.48%. If approval is granted to progress the development it is scheduled to commence in May 2021 and to be completed prior to the start of the 2022-23 financial year.

The report covered in detail the Background/Context, Progress to date and an in depth Financial Analysis.

Clrs Brooks/Peters:

That Council approve the construction of 12 new Senior Housing units at 85 George Street, Blenheim that are to be funded by way of rental income acquired from occupancy of the development.

Carried

Cncl-0221-255 Parking – Picton and Blenheim CBD

R800-002-03

Mr Lyall advised that the purpose of the report was to review and update Council on the financial impacts of first hour free parking to Blenheim and Picton central business districts (CBD). Members noted that Picton kerbside parking is P60 and not metered.

In summary it was reported that in response to the COVID-19 pandemic Council has provided free parking to Picton and Blenheim CBD's on-street and off-street car parks since May 2020. As a result of free parking collections revenue has dropped by approximately 50% per month. The year-end position is projected at a collections loss of \$552,896. Infringement revenue is ahead of budget and the year-end position is favourable by \$253,210. The parking account is projecting a deficit of \$241,230 for the 2020-21 financial year.

A number of options have been explored to address the shortfall, including an increase in parking fees, targeted and region-wide rate increases, and the discontinuation of free parking. All options will be unpopular with different sections of the community. A proposed parking fee increase of 50% across kerbside parking, off-street parking, leases, permits and the Parking Building will provide additional income of \$301,005. A 0.75% general rate increase will be required to address the collections revenue loss of approximately \$550,000. The parking account currently sits at a total deficit of \$1,931,360 and based on pre-pandemic projections the account was scheduled to return to surplus in year 2029-30. The first hour free parking subsidy is scheduled to end on 30 June 2021.

The report covered in detail the Background/Context, Finances (specifically year-end projections, collections, infringements, leases and recoveries, and expenses), Comments, and Options (specifically parking fee increases, rating increase, and discontinuation of first hour free).

Staff made no recommendation in the report.

Following discussion on the issue, where it was pointed out that the LTP process provides an opportunity for the community to have their say on this issue, the following motion was put to the vote:

Cirs Arbuckle/Oddie:

That the collection of parking fees for the Picton and Blenheim CBD areas revert to the method that was in force prior to COVID-19, therefore removing the “one hour free parking”.

Lost

Following discussion the following motion was put to the vote:

Cirs Dawson/Hope:

1. That Council agree that the “one hour free parking” in Picton and Blenheim CBD areas on-street and off-street car parks be continued indefinitely.
2. That Council agree to fund the forecasted shortfall in the parking account by an overall increase of 25% in parking fees within the Picton and Blenheim CBD area (collectively across kerbside parking, off-street parking, leases, permits and the Parking Building), with the balance of the forecasted shortfall in the parking account to be funded by an increase in the general rate.

Lost on a show of hands 3 to 9

After a brief discussion the following motion was put to the vote:

Cirs Taylor/Peters:

1. **That Council agree that the “one hour free parking” in Picton and Blenheim CBD areas on-street and off-street car parks be continued indefinitely.**
2. **That Council agree to fund the forecasted shortfall in the parking account by an overall increase of 50% in parking fees within the Picton and Blenheim CBD area (collectively across kerbside parking, off-street parking, leases, permits and the Parking Building), with the balance of the forecasted shortfall in the parking account to be funded by an increase in the general rate.**

Carried on a show of hands 9 to 2

NB: Clr Arbuckle requested that his vote against the above motion be recorded.

Cncl-0221-256 Blenheim Business Association C230-001-B04

Mr Lyall advised that the purpose of the report was to seek Council approval to allocate funding of \$30,000 per annum to the Blenheim Business Association (BBA) for operating purposes.

In summary it was reported that the BBA have requested that funding of \$30,000 be provided annually to allow the co-ordinator role to continue in support of the CBD activity.

Cirs Peters/Brooks:

That funding of \$30,000 be allocated annually from the Blenheim Commercial/Industrial rate to the Blenheim Business Association to assist with ongoing operations and functions of the group.

Carried

Cncl-0221-257 Picton and Blenheim – Innovative Streets Project R510-021-01

Ms Tito and Mr Lyall advised that the purpose of the report was to seek funding for central business district improvement projects in Picton and Blenheim that enhance the visitor and community experience.

In summary it was reported that Council developed improvement streetscape plans when an opportunity to be part of an NZTA urban improvement initiative in 2020 was presented during COVID-19. Plans were identified for the Blenheim and Picton central business districts, with distinct sets of priorities for each town. A project brief was undertaken and costings established. The improvement plans provide Marlborough with a roadmap to improving the two main centres particularly around pedestrian and vehicle access while providing revitalised energy to the towns and supporting local businesses and the community alike. It was suggested that funding of \$960,250 be provided from the Forestry and Land Development Reserve in the 2022-23 financial year for the Picton CBD Innovative Streets project. The Blenheim CBD has a number of upgrades planned that will align with the completion of the Library – Art Galley such as the ‘greening’ of Wynen and High Streets which were identified by Urbanismplus in the Town Centre report. The innovative streets works will be combined with the above works and funded from existing CBD budgets.

Cllrs Taylor/Brooks:

That Council approve funding of \$960,250 from the Forestry and Land Development Reserve in the 2022-23 financial year for improvement projects in the Picton CBD as set out below:

	Project cost description	\$NZD (GST excl)
1	Project management - 10%	\$83,500
2	Design – 5%	\$41,750
3	Place-making – 10%	\$83,500
4	Materials -15%	\$125,250
5	Construction – 55%	\$459,250
7	Traffic Management – 2%	\$16,700
8	Review design and build in response to consultation – 1%	\$8,350
9	Monitoring and evaluation – 1%	\$8,350
10	Communications / engagement – 1%	\$8,350
	Total costs	\$835,000
12	Contingency 15%	\$125,250
	Total costs including contingency	\$960,250

Carried

Cncl-0221-258 Budget Provision - Sporting and Recreation Facilities

R510-021-01

Ms Tito and Mr Lyall advised that the purpose of the report was to seek funding for a number of projects related to the provision of sporting and recreation facilities across Marlborough.

In summary it was reported that funding was sought for a number of significant projects related to the provision of sporting and recreation facilities across Marlborough. A number of the projects have come through Annual Plan processes while others have been identified in the draft Sports Facilities Strategic Plan 2020. Projects that are in response to growth needs could be eligible for funding from the Land Subdivision Account.

The report covered in detail the Sports Facilities Strategic Plan, Horton Park redevelopment, A & P Park, Marlborough Equestrian Park, Seddon Domain (Pool, Reserve Management Plan and Playground).

Cllrs Brooks/Fitzpatrick:

That Council approve funding for sport and recreation facilities in the 2021-31 Long Term Plan as set out below (to be loan funded from general rate, except for \$90,000 for Horton Park Pavilion Redevelopment in 2021-22 which is to be funded from the Forestry and Land Development Reserve):

Description	Amount	2021-22	2022-23	2023-24	2024-25	2025-26	2026-29
Seddon Domain reserve management plan improvements	\$100,000	✓		✓		✓	
Feasibility studies <ul style="list-style-type: none"> investigate existing change facilities investigate extra lighting, field needs and artificial turf 	\$30,000		✓				
Seddon Domain Pool repair or replacement	\$500,000 or \$1,000,000		✓				
Seddon Domain playground replacement	\$300,000		✓				
Marlborough Equestrian Park – Stage 2	\$299,000		✓				
A & P Park new pavilion	\$2,200,000			✓			
Feasibility study <ul style="list-style-type: none"> investigate need for additional indoor court space 	\$20,000			✓			
Horton Park pavilion redevelopment	\$2,090,000	\$90,000					\$2,000,000
Artificial turf (location dependent on outcome of feasibility study)	\$1,600,000				✓		
Lighting of sports parks (location dependent on outcome of feasibility study)	\$400,000				✓		✓
Hockey turf replacement	\$500,000						✓

Carried

Cncl-0221-259 Community Facilities: Capital Expenditure (Other)

R510-021-01

Ms Tito and Mr Lyall advised that the purpose of the report was to request funding for Community Facilities capital projects identified to maintain current levels of service and not currently in the Long Term Plan.

In summary it was reported that funding was sought for a number of projects to meet current levels of service and to allow for appropriate renewal of assets. Several projects including resealing of parking areas and access ways in both reserves and cemeteries are needed to meet current levels of service and improve the health and safety outcomes for the public when visiting these sites. One of the larger projects identified earlier by staff and Council through the 2020 Responsible Camping Control Bylaw review is the development of a more formalised responsible camping site at the Wairau Diversion. The funding will also provide a much needed improvement to the day user area and complement the natural environment of the location. Additional funding was sought to progress renovations of three public conveniences where the actual project estimates have exceeded that budgeted. These three projects are consented and ready to proceed.

The report covered in detail comment on each location.

Clrs Oddie/Brooks:

That \$4,488,000 be allocated in the Long Term Plan (to be loan funded from general rate) to fund the development and installation of capital improvement projects to meet level of service and asset renewal requirements as set out below:

Location	Description	Amount	2021-22	2022-23	2023-24	2024-25	2025-29
Taylor Dam Reserve, Okiwi Bay Reserve, and Collins Memorial Reserve	An increase to the budgeted amount is sought to progress the improvement works of the three public conveniences to meet the actual project costs against the original estimates	\$500,000	✓				
Renwick Dog Park, Spring Creek/Ferry Bridge & The Wedge, Link Pathway	New funding to address user demands and community requests for public conveniences	\$350,000 each year		✓	✓	✓	
Wairau Diversion	Development of responsible camping site with landscaping, a public convenience and limited amenities	\$450,000 each year	✓	✓			
Tirohanga Track, Picton	Development and upgrade of entire track to meet user demands and health and safety considerations. The construction of new bridge to replace stepping stones	\$258,000			✓		
Shelly Beach Reserve	Shoreline protection works and enhancement of open space to align with the Victoria Domain Reserve Management Plan, resource consent approved	\$345,000	✓				
Pollard Park	Redevelopment of Toddler playground –replacement of matting, extension of area and new play pieces	\$200,000			✓		
Pollard Park	Development works to main depot and storage yard including new roof over staff room and public convenience, resealing of road	\$100,000 each year		✓	✓		
Seymour Square	Fit-out of new staff room and storage area with new public convenience development where this area has been lost	\$75,000	✓				
Cemetery works (Havelock, Fairhall, Omaka, Picton and Tuamarina)	Reseal of vehicle access ways and parking areas to align with the cemetery master plans and ensure safe access to cemetery areas	\$310,000 each year		✓	✓		

Waikawa Bay Foreshore Reserve	Reseal of vehicle access ways and parking areas to ensure fit for purpose and safe access to open space areas	\$80,000			✓		
Ward Memorial	Reseal of vehicle access way and parking area to ensure it is fit for purpose and provides a safe access for the public	\$35,000			✓		
Reserve Management Plan	Planning and policy development: design works and professional expertise	\$15,000 for 10 years	✓	✓	✓	✓	✓
Tirimoana Reserve Playground	New play equipment at request of local community	\$75,000				✓	
Total		\$4,488,000					

Carried

Cncl-0221-260 Community Facilities – Blenheim Area R510-021-01

Ms Tito and Mr Lyall advised that the purpose of the report was to request funding for the maintenance of newly developed parks, tracks and facilities and to maintain current levels of service for facilities located within the Blenheim area.

In summary it was reported that a number of areas and new facilities require funding to ensure that levels of service are maintained to a standard consistent with other areas.

The report covered in detail comment on each location.

Cirs Brooks/Sowman:

That Council approve an increase in budget by \$87,000 (to be loan funded from general rate) to meet the cost of maintaining additional facilities and meeting expected levels of service in Blenheim area as set out below:

Location	Description	Amount
Grovetown Reserve and Lagoon	Garden plots, trees, tracks and trails, road berm mowing, car park maintenance and playground	\$15,000
Blackmore Place Reserve	Playground and shade shelter	\$2,000
Taylor River Reserve	Pathways connections and asset repairs.	\$15,000
Wither Hills	Connections, Redwood Street carpark, buffer strip, maintenance of walking and biking tracks.	\$55,000
Total		\$87,000

Carried

Cncl-0221-261 Community Facilities – Picton and Surrounds R510-021-01

Ms Tito and Mr Lyall advised that the purpose of the report was to request additional funding for operational aspects to meet increases in the levels of service to key destination areas within Picton and surrounds.

In summary it was reported that a number of new facilities and recognition of the increased use in Picton and surrounds requires funding to ensure that levels of service are maintained.

The report covered in detail comment on each location.

Cirs Oddie/Taylor:

That Council approve an increase in budget by \$108,000 per annum (to be loan funded from general rate) to meet increases in the levels of service to key destination areas within Picton and surrounds as set below:

Location	Description	Amount
Picton Contract Review	Increase to contract – from 1 July 2021 – 20% (estimate)	\$80,000
Picton Foreshore and Shelly Beach	Beach grooming and clean-up prior to special events	\$8,000
Berms	Additional berm areas requiring maintenance.	\$20,000
Total		\$108,000

Carried

Cncl-0221-262 Community Facilities – Other Areas R510-021-01

Ms Tito and Mr Lyall advised that the purpose of the report was to request funding for the maintenance of newly established parks, tracks and facilities within Marlborough, not including Picton and Blenheim; and to address increased Health and Safety responsibilities to do with traffic, trees and compliance with NES and MEP requirements.

In summary it was reported that development of open space areas and making public areas safe requires maintenance funding. A number of areas also require an increase in level of service.

The report covered in detail comment on each location.

Cirs Brooks/Fitzpatrick:

That Council approve an increase in budget by \$287,000 (to be loan funded from general rate) to meet the cost of maintaining additional facilities and meeting levels of service for the areas identified below:

Location	Description	Amount
Small township projects	Renwick Village Green, Wairau Valley loop track and gardens, Canvastown - riverside vegetation planting and playground, Ferry Bridge picnic area, Ward Memorial Hall landscaping	\$15,000*
Marlborough Environment Plan and National Environmental Standards as it affects parks and open spaces	Managing trees, hazardous soil issues, under new plan provisions, water allocation (water meters and data loggers) and consents for activities on parks and open spaces	\$58,000
Shade in playgrounds	Maintenance/cleaning	\$3,000
Health and safety	Traffic management and site fencing	\$25,000
Street trees in Marlborough	Maintenance and watering of 100 extra trees	\$15,000
Reserves and open spaces tree management	Increased response to managing risk associated with trees	\$30,000
Various parks, reserves and open spaces	Plant pest control – to improve biodiversity and recreational enjoyment	\$35,000
Various parks, reserves and open spaces	Animal pest control – working alongside DOC and Biosecurity Section – to improve biodiversity and recreational enjoyment	\$55,000
Public toilets across the district	Cleaning new (e.g. Grovetown Lagoon) or redeveloped toilet facilities (e.g. Havelock, Anakiwa) as set out in capital works programme	\$10,000**
Seddon Domain	Pump track, playground and hall gardens maintenance, ongoing costs for pool, maintenance for RMP outcomes (barbecue, picnic tables, seats)	\$26,000
Havelock	Waterfall Track, Havelock Community Pathway, Neil Street, Link Pathway maintenance	\$15,000
Total		\$287,000

Carried

Cncl-0221-263 Renwick Museum – Earthquake Strengthening

C600-003-04

Mr Lyall advised that the purpose of the report was to seek funding for the earthquake strengthening of the Renwick Museum.

In summary it was reported that the Renwick Museum was built in 1931 and overtime has received several extensions/additions. A seismic assessment was commissioned which identifies the building as having an NBS of 20% and categorises the structure as a ‘High Risk’ earthquake prone building. A preliminary design based on the installation of diaphragms and steel beams is expected to increase the NBS rating of the building to 67%. The strengthening work has been quantity surveyed and is estimated at a cost of \$127,157 (excl GST). The time frame to remediate or remove the building is July 2035 but Council needs to assess the risks due to the Museum being a public access building.

Cirs Peters/Oddie:

That Council fund \$130,000 from the Emergency Events Reserve to seismically strengthen the Renwick Museum.

Carried

Cncl-0221-264 Environmental Science and Monitoring - Coastal Capital Expenditure

C315-20-186

Capt. Grogan and Mr Wade advised that the purpose of the report was to propose an efficient and cost effective approach toward analysing and processing the multibeam survey data captured during the 2019-20 Pelorus Sound/Te Hoiere multibeam survey.

The report summarised the background to the 2019-20 Pelorus Sound/Te Hoiere multibeam survey and highlighted the need to process the data to information for scientific purposes. It further explained that the cost of processing the data can be reduced from an initial advised estimate of \$3 million dollars down to \$1.2 million dollars spread over six years.

The report provided members with two options (either “provide provision in the LTP for funding of \$1.2 million to process the Pelorus Sound/Te Hoiere multi-beam data for science purposes over a 6 year period” or “defer processing of the Pelorus Sound/Te Hoiere multi-beam data”). Members agreed to go with the funding of \$1.2 million to process the Pelorus Sound/Te Hoiere multi-beam data for science purposes over a 6 year period option.

Cirs Hope/Fauls:

1. **That Council receives the information.**
2. **That Council make a \$1.2 million provision for funding in the 2021-31 LTP to enable processing of the Pelorus Sound/Te Hoiere multi-beam survey data.**
3. **That Council spreads the funding over spread 6 years as follows; \$75,000 for 2021-22, \$125,000 for 2022-23 and \$250,000 per year for four (4) years thereafter as shown in the table.**

Year	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Budget amount	\$75,000	\$125,000	\$250,000	\$250,000	\$250,000	\$250,000

Carried

Cncl-0221-265 National Policy Statement for Freshwater Management 2020

L225-09-04-01 & E360-002-002-02

Mr Hawes advised that the purpose of the report was to provide a preliminary report on the implications of the National Policy Statement for Freshwater Management 2020 (NPSFM) and to seek budget approval to enable the monitoring and reporting required under the NPSFM.

In summary it was reported that the Essential Freshwater package, introduced by central government in 2020, creates additional requirements for the Council in respect of freshwater management and protecting

ecosystem health. This includes substantial changes to the NPSFM that the Council is required to give effect through the PMP. It was anticipated that the existing budgets of the Environmental Policy and Environmental Science and Monitoring would not be sufficient to give effect to the NPSFM. However, in order to allow Council to make informed decisions with respect to resourcing, external advice on the implications of the NPSFM, and the remainder of the package, was being sought.

In the meantime, the additional costs of monitoring new attributes under the National Objectives Framework and the requirement to also monitor ecosystem health have been evaluated. The assessment has determined that the existing resources to monitor flow and level sites are adequate for meeting the statutory requirements. However, there is a need to scale up the monitoring network with the addition of 21 river sites for measuring fresh water quality and ecosystem health, bringing the total number of sites monitored to 55. In addition the establishment of dissolved oxygen meters at 19 of these sites, monitoring of Periphyton / Deposited fine sediment at 18 of sites and increase macroinvertebrate sampling at 15 of sites need to be incorporated.

There was a new requirement for measuring the health of the District's lakes at 5 new sites, introducing fish, wetland and habitat monitoring regimes. In addition cultural indicator monitoring (development of methods, value setting) including monitoring of threatened species and mahinga kai for health of indigenous flora and fauna was required.

Reporting functions including annual assessments for each of the attributes and five year synthesised reporting will require development, coordination and standardisation of reporting freshwater monitoring outcomes across Council. The impacts on funding have been assessed and where practical it is envisaged the budget implications are introduced over a transitional period to enable capacity building to occur in a sustainable way commencing 2021-22.

Cllrs Oddie/Hope:

- 1. That the information be received.**
- 2. That Council make provision for additional funding in the 2021-31 LTP to implement the statutory requirements under the NPSFW for monitoring and reporting services;**
- 3. That Council approve funding of \$197,375 for 2021-22 year for fresh water quality and ecosystem health monitoring and reporting, increasing to \$387,700 for 2022-23, incrementally rising to \$487,700 for subsequent years to 2030-31.**
- 4. That Council make provision for capital funding for establishing instruments to measure dissolved oxygen, lake monitoring and the provision of a vehicle of \$95,000 for 2021-22 and \$58,700 for 2022-23.**

Carried

Cncl-0221-266 Redwood Street/Town Branch Drain Stormwater Upgrade R760-02-005

Mr Dick and Mr Coningham advised that the purpose of the report was to confirm the additional funding required to construct the planned Town Branch Drain/Snowdens Basin/Ōpaoa River outfall to enable the Town Branch stormwater management area outfall capacity to be brought up to current design standards.

In summary it was reported that stormwater infrastructure within Blenheim is essential infrastructure to meet current and future development needs. It has been agreed to manage Blenheim's stormwater, including outfall discharge consents, in 11 stormwater management areas. To date staff have focussed work on three priority stormwater management areas to meet a combination of growth, asset renewal/capacity, and environmental objectives including water quality and stream health. These areas are Caseys Creek or Blenheim North, Springlands including Murphys Creek, Fultons Creek and Camerons Creek catchments (now underway), and the Redwood Street/Town Branch stormwater area.

The Caseys Creek stormwater upgrades downstream of the new Rose Manor subdivision are complete enabling this subdivision and those to the west within the Blenheim North rezone area to proceed once other services are installed.

A stormwater management area plan for the Fultons and Murphys Creek catchments has been completed and discharge resource consent granted. Key outcomes include the requirement for full retention of stormwater for new development along the western boundary of Blenheim, new Boyce Street diversion pipe and an enhanced stormwater outfall water quality monitoring programme.

For the Redwood Street/Town Branch catchment the key issue is the significant capacity limitations of the existing Redwood Street outfall main and pump station, poor structural condition of parts of the pipe, need to provide for both zoned greenfield and ongoing infill development and options for some water treatment before discharge to the Taylor/Lower Ōpaoa River. The preferred option for the Redwood Street/Town Branch catchment is to divert more of the upper Redwood Street catchment east into the Town Branch drain at Muller Road and Stephenson Street, upgrade the Town Branch drain including the Snowdens Basin link, new pump station and outfall to the Lower Ōpaoa River. The preliminary design of this upgrade is completed and it is now recommended that Council include the additional funding in the 2021-31 LTP budget to enable the outfall upgrades to be constructed within the term of the plan.

Members noted that a presentation on the planned Town Branch Drain/Snowdens Basin outfall upgrades was provided to the Assets & Services Committee meeting on 28 January 2021.

The report provided members with two options (either “spread construction over 5 years” or “spread construction over 7 years”). Following discussion members agreed to go with the 7 year option.

Cllrs Taylor/Brooks:

- 1. That Council agrees that additional funding of \$10.4M is included in the Draft 2021-31 LTP to enable the Town Branch Drain/Snowdens Basin outfall upgrade to be completed within the term of the LTP.**
- 2. That the funding for completing construction of the project is based on Option 2 being applied (over seven (7) financial years), meaning additional funding over existing budgets is scheduled in the 2021-31 LTP in the 2027-28 and 2028-29 (years 6 and 7) financial years.**

Carried

Cncl-0221-267 Reassign Previously Approved Pouārahi Funding E200-001-003-03

Mr Paton and Mr Coningham advised that the purpose of the report was to gain approval to develop Marae resilience plans in partnership with Council which will deliver mutual benefits to iwi and the wider community from funding previously approved for a Pouārahi role.

In summary it was reported that at its 27 February 2020 meeting Council approved the annual and ongoing funding of \$30,000 per annum, being a third share, to establish a full time Pouārahi role in Te Taihū subject to Nelson and Tasman Councils funding their equitable share. Nelson and Tasman Councils have funded a Kaihautū role as their Iwi liaison point of contact as opposed to the Pouārahi role. Therefore it has not proved possible to employ a full time person nor has it proved possible to engage a suitably qualified person on a permanent part-time basis for the Pouārahi role for Marlborough only.

Since the Kaikoura earthquakes Marlborough Emergency Management has forged enduring and valuable relationships with Te Taihū Iwi who have provided significant benefits to the Marlborough community in responding to emergencies over previous years and particularly during the COVID-19 lockdown. To continue the momentum there are opportunities for each Marae in Marlborough to use the previously approved Pouārahi funding to pay for direct costs associated with developing Marae Emergency Preparedness Plans by the end of the 2020-21 financial year. The development of preparedness plans was one of the expected outcomes from employing a full time Pouārahi across Te Taihū which would have focussed on increasing the resilience of Iwi, Whanau and Marae to further emergencies.

Cllrs Hope/Dawson:

- 1. That Council allow a one off reassignment of the Pouārahi role allocation to be used to fund the six Marlborough Marae to develop individual Emergency Preparedness Plans in 2021.**
- 2. That Council confirm the ongoing budget for the Pouārahi role from 2022 onwards be surrendered and reconsidered under any future proposal should funding for a fulltime position across the Te Taihū develop.**

Carried

Cncl-0221-268 Greenwaste Acceptance Facility, Resource Recovery Centre and Weighbridges C315-13-11-01

Mr McNeil and Mr Coningham advised that the purpose of the report was to seek approval to install a weighbridge system at the greenwaste acceptance facility (GAF) and resource recovery centre (RRC).

In summary it was reported that the Government want to improve the collection of waste and diverted material data. To date national waste data collection has been limited to the landfill sites receiving general waste. From 2022 Council will be required to report on waste and diverted material in tonnage from all transfer stations. This paper sets out the options available to satisfy this tonnage-based reporting requirement.

The report covered in detail the Background/Context and an assessment/analysis of three options (on-site weighbridges, off-site weighbridges and manual calculation of tonnage using MfE conversion ratios). Details on weighbridge installation was also included.

The report further provided members with two options (either “the installation of two weighbridge systems, one at the greenwaste acceptance facility and one at the resource recovery centre” or “the current greenwaste acceptance facility volume based charging system and develop manual tonnage reporting methodologies”). Following discussion members agreed to go with the installation of two weighbridges.

Cllrs Arbuckle/Fitzpatrick:

That Council approve the inclusion of a \$600,000 capital amount in the draft 2021-31 Long Term Plan to cover the works associated with the design, installation and commissioning of a weighbridge system at both the Greenwaste Acceptance Facility and the Resource Recovery Centre.

Carried

ATTENDANCE: The meeting adjourned at 3.16 pm and reconvened at 3.32 pm.

Cncl-0221-269 Videography Production C500-007-000-01

Mr Walters advised that the purpose of the report was to approve annual funding of \$25,000 per annum for video production, to showcase the Council’s key assets, projects, work programmes and newsworthy items to residents.

In summary it was reported that Council currently uses print and images to explain its activities and decisions to the public. While the Council enjoys a relatively high level of satisfaction with its communications, at 68% of residents (Resident Satisfaction Survey 2020), it rarely shares videos on its website, Facebook or YouTube channel. Print newspapers are residents’ preferred channel for receiving Council news and information (Resident Satisfaction Survey 2020). However Facebook and the Council’s website are most people’s second preference across all age groups. Shareable online videos have become enormously popular in recent years. Better, cheaper smartphone technology, the attraction of visual storytelling and the ease of sharing have contributed to this growth. There is an opportunity for Council to produce shareable videos showcasing key projects and Council assets or explaining news items of interest to residents. Video allows us to be concise and capture the viewer’s interest in only a few seconds. While still images drive traffic and clicks online, providing video gets a higher level of engagement and increases followers, giving the user greater insight into who we are and what we do. In addition, videos can be shown at Council events, launches, our reception areas, libraries and at community meetings. Council does not currently have its own inhouse video production expertise. There are freelance videographers in Marlborough who can be contracted to do this work.

The report covered in detail the Background/Context and an assessment/analysis of two options (“produce shareable videos showcasing key projects and items of interest to residents” or the status quo). Following discussion members agreed to go with the production of the videos.

Cllrs Arbuckle/Brooks:

That Council approve annual funding of \$25,000 per annum for video production, to showcase and share information about the Council’s key assets, projects, initiatives and items of interest to residents and ratepayers.

Carried

Cncl-0221-270 Financing Options: Stadium 2000 Trust

E100-000-12

Mr Fletcher advised that the purpose of the report was to explore the financing options available to assist the Stadium 2000 Trust (Trust) replace major plant.

The report covered in detail the Background/Context and an assessment/analysis of three options (“Council loans the Trust \$300,000” or “for the Trust to borrow directly from the bank” or “the Trust borrows the funds from its bank with a Council Guarantee”). Following discussion members agreed to go with the third option “the Trust borrows the funds from its bank with a Council Guarantee”.

Cllrs Peters/Taylor:

That Council agrees to be a guarantor for a bank loan of up to \$300,000, subject to the Stadium 2000 Trust agreeing to provide first ranked General Security Agreement over its assets.

Carried

Cncl-0221-271 Development Contributions Policy

F230-L21-03

Mr Fletcher advised that the purpose of the report was to review Council's Development Contributions Policy. Mr Fletcher acknowledged other contributors to the report; Brett Walker, Linda Craighead, Ian Sutherland and John Patterson.

Mr Fletcher advised that every three years Council was required to review its Development Contributions Policy and resulting charges. Reviews can be conducted more frequently if Council thinks that this is appropriate (as was the case with regard to stormwater levies reviewed early in 2020). The report provided information in regard to the review conducted and highlights the amendments to the Policy and changes to charges for Council consideration.

The report covered in detail comment under headings of Review of Income Derived from Development Contributions, Core Information Included within Development Contributions Policy, Financial modelling to Determine Development Contributions, Review Outcome, “Cap” on Reserve Contributions, Amendments Included into Policy, Summary of Development Contributions, Recommended Charges, Other Considerations, Option 2, and Capital Expenditure Summary.

Members agreed to approve for consultation the Development Contributions Policy (as attached separately to the agenda) with all amendments as indicated in the report.

Cllrs Taylor/Peters:

That Council approve the Development Contributions Policy (as attached separately to the agenda) for consultation at the same time as the Long Term Plan.

Carried

Cncl-0221-272 COVID-19 Rates Relief Reserve

F230-L21-03

Mr Fletcher advised that the purpose of the report was to obtain Council's agreement to establish a new Reserve called the COVID-19 Rates Relief Reserve (CRRR); to identify a funding source for this Reserve; and to allocate funds from this Reserve to smooth rates increases for the first three years of the 2021-31 LTP.

Mr Fletcher reported that COVID-19 has had an unprecedented impact on Marlborough's community. To mitigate some of the effects of COVID-19 it is proposed to establish a separate Reserve called the COVID-19 Rates Relief Reserve (CRRR). Funding from this Reserve would reduce the impact of possible rates increases by applying funds from this Reserve to reduce General Rates. Council already applies approximately \$3M per annum from its General Revenues Account surplus to reduce General Rates. Any remaining surplus is then credited to Council's Emergency Events Reserve.

Mr Fletcher further advised that this proposal builds on this practice in that it also proposes to reduce General Rates. The proposal is to reduce General Rates only as it benefits all ratepayers more equitably than targeted rates. Also the proposed funding source is from assets owned by all Marlburians.

The report covered in detail comment under headings of Why Create a Separate Reserve?, Funding source, and Allocations from the CRRR; and gave Council two options (either “provide rates relief by way of a Reserve” or the status quo of “provide no rates relief”). Members agreed to establish a Reserve, but amended the amounts to be allocated in the first three years of the 2021-31 LTP by adding \$400,000 extra per year. Members further discussed using the same criteria for rates rebates, staff to look at preparing a paper on this for consideration of Council.

Cllrs Peters/Croad:

That Council:

1. **Agree to establish COVID-19 Rates Relief Reserve.**
2. **Agree that the funding source for the COVID-19 Rates Relief Reserve be surplus or unallocated funding from the Infrastructure Upgrade Reserve.**
3. **Agree to indicatively allocate the following amounts from the COVID-19 Rates Relief Reserve for the first three years of the 2021-31 LTP:**

2021-22	2022-23	2023-24	Total
\$4,000,000	\$4,300,000	\$4,500,000	\$12,800,000

4. **Note that the final amounts to be allocated are to be confirmed post the decisions made at this meeting.**
5. **Note that in the early years of the 2021-31 LTP, the balance of this Reserve will be negative.**
6. **Agree to close the COVID-19 Rates Relief Reserve on it achieving a positive balance.**
7. **Agree that following the COVID-19 Rates Relief Reserve achieving a positive balance, surplus funding from the Infrastructure Upgrade Reserve be allocated to Emergency Events Reserve until such time as an appropriate balance is achieved, as informed by consultation undertaken as part of the 2018-28 LTP.**
8. **Agree that following the achievement of recommendations 5 and 6 above surplus funding from the Infrastructure Upgrade Reserve either be retained in the Infrastructure Upgrade Reserve or credited to a renamed Forestry and Land Development Reserve, e.g. “Forestry and Investment Revenue Reserve”.**

Carried

The conclusion to the decisions made on the papers above is that the total rates and charges for the 2021-22 financial year will increase by just under 5.8%.

Cncl-0221-273 Confirmation of Minutes -

The Mayor/Cllr Brooks:

That the Minutes of the Council Meeting held on 10 December 2020 (Minute Nos. Cncl-1220-193 to Cncl-1220-203) be taken as read and confirmed.

Carried

Committee Reports

Cncl-0221-274 Assets & Services Committee -

Cllrs Taylor/Fitzpatrick:

That the Committee report contained within Minute Nos. A&S-0121-204 to A&S-0121-213 be received and the recommendations adopted.

Carried

Cncl-0221-275 Environment Committee -

The Mayor/Clr Hope:

That the Committee report contained within Minute Nos. Env-0221-214 to Env-0221-227 be received and the recommendations adopted.

Carried

Cncl-0221-276 Planning, Finance & Community Committee -

The commentary under Minute No. PF&C-0221-230 (Marlborough Smart+Connected and Smart Business Marlborough update) is to be amended to state that the Renwick Village Green has been “completed” and is not progressing.

Clrs Peters/Croad:

That the Committee report contained within Minute Nos. PF&C-0221-228 to PF&C-0221-238 be received and the recommendations adopted.

Carried

NB: Clr Taylor reiterated an interest in Minute No. PF&C-0221-232 (Appeals on the PMP Decision) and did not take part in discussion nor vote on the issue.

Cncl-0221-277 Local Roads Speed Limit Review 2021 R800-005-11

Mr Murrin and Mr Coningham advised that the purpose of the report was to review and make a decision on the proposed speed limit bylaw changes that have been recommended for approval by the hearing panel at its deliberations on 16 November 2020. Attached to the report were five attachments: Attachment 7.1 (the proposed Bylaw Amendment 2021 if ratified by Council); Attachment 7.2 (the proposed changes to the 2014 Schedules for the Marlborough District Speed Limit); Attachment 7.3 (the proposed changes to the Marlborough District Speed Limit Maps); Attachment 7.4 (the evidence-based tables to support the proposed changes to the speed limits); and Attachment 7.5 (the notes from the Submission Hearing on 16 November 2020).

In summary it was reported that in September 2019, Council consulted with the community on making changes to roads in the Marlborough District as part of the Speed Limit Review. Submissions to that consultation showed that there was generally support for reduced speeds across the region, broadly in line with the SaAS (Safe and Appropriate Speeds) as set out in the Waka Kotahi Speed Management Guide. The number and extent of submissions received suggested a preference for a district wide approach to speed limit changes to ensure regional consistency, rather than only reviewing individual roads.

Taking into consideration signalled imminent government legislative changes to the speed limit bylaw process a staged approach was adopted by Council. Selected speed changes include the NZTA Top 10% for High Benefit Speed Management, other roads identified through the submission process considered a priority and where rezoning of land to residential land use has taken place.

Council carried out formal consultation on the bylaw amendment in September 2020 on the proposed speed changes to the following roads (NZTA Top 10% for High Benefit Speed Management): Alabama Road (SH1 to east side of Redwood Street); Old Renwick Road (east side of Hammerichs Road to SH6); Hunter Road (SH1 to Tarrants Road); Seymour Street (Alfred St to Maxwell Road); and Alfred Street (SH1 to Seymour St). Other priority roads were: Old Renwick Road (Hammerichs Road to Waipuna St); Battys Road; David Street; Beaver Road; Blenheim CBD- short section of Hutcheson St. north to the bridge, Seymour St- (Maxwell St - Scott St); and Picton CBD- London Quay, north High St, north Wellington St. Forty one submissions were received and of those nine submitters indicated they wished to speak to their submission. The hearing panel reviewed and recommend that the proposed speed limit changes shown in the resolution below be approved by Council.

Members noted that the speed limit changes will be implemented from 1 April 2021. This date allows time to arrange for the signage design, delivery and installation. The 2021 amended speed limit schedules together with the maps will be posted on the Council website. The 2021 changes will be advertised on the Council website and through media release. Formal responses will be sent to all submitters.

Cllrs Fitzpatrick/Hope:

1. That Council receives the Local Roads Speed Limit Review 2021 (this report).
2. That Council approves the following amendments to the Schedules in the Marlborough District Council Speed Bylaw 2014 to be implemented from 1 April 2021:

Road	Speed Restriction	Location/description
Seymour Street	30	Alfred Street -Scott Street
Alfred Street	30	SH1- Seymour Street
Hutcheson Street	30	Alfred Street to the Taylor River Bridge
Beaver Road	30	Full length
Battys Road	50	Move posted 50kph to 260m south of David Street to the bridge over Yelverton Stream.
David Street	50	Full length
Alabama Road	60	SH1 -520m east of Redwood Street
School Road	40	Full length
Dry Hills Lane	60	From Alabama Road south for 475 metres
Dry Hills Lane	50	From 475 metres south of Alabama Road
Dry Hills Rise	50	Full length
Old Renwick Road	80	SH6 to 100m west of Hammerichs Road
Old Renwick Road	50	100m west of Hammerichs Road to Waipuna Street
Blicks Lane	50	Full length
Rene Street	50	Full length
Thomsons Ford Road	50	60m north of Old Renwick Road
Rose Manor Drive	50	Full length
Rembrandt Drive	50	Full length
Spencer Place	50	Full length
Hunter Road	60	SH1- 500m east of SH1
Blind Creek Road	60	500m east of Hunter Road intersection
Campbells Road	40	Full length
Cotterill Street	40	Full length
London Quay	30	Full length
High Street	30	London Quay -Waikawa Road
Wellington Street	30	London Quay -Waikawa Road
Endeavour Lane	30	Full length

Carried

Cncl-0221-278 Sports Facilities Strategic Plan

R510-014-026-05

Ms Craighead advised that the purpose of the report was to inform Councillors of feedback received on the draft Marlborough District Council Sports Facilities Strategic Plan and to seek adoption of a final Plan.

In summary it was reported that the draft Marlborough District Council Sports Facilities Strategic Plan was notified for public submission in December 2020 with 16 submissions received. No substantive issues were identified through submissions that were not otherwise contemplated by actions identified in the draft Plan. A final version of the Plan, with several minor amendments and the inclusion of a priority timeframe was appended separately to the agenda.

Cllrs Taylor/Brooks:

That Council adopt the Marlborough District Council Sports Facilities Strategic Plan 2021, as appended separately to the Agenda paper.

Carried

Cncl-0221-279 Road Naming Sub-Committee

R800-007-06-00

Mr Coningham advised that the purpose of the report was to establish a Road naming Sub-Committee to review proposed names or alteration of names for local roads in Marlborough.

In summary it was reported that Council has powers under the Local Government Act 1974 to name or alter the name of roads in the Marlborough region. Council have a Road Naming and Addressing Policy which was last reviewed in 2017. The Policy is written in accordance with the standard AS/NZS 4819:2011; Rural and Urban Addressing. The establishment of a Road Naming Sub-Committee will provide a more efficient process to review proposed roads names against Council's Road Naming and Addressing Policy, prior to ratification by Council.

Members discussed the recommendation and agreed that Councillor Andrews (as a Blenheim Ward Councillor) should be added to the Sub-Committee. Members also agreed to add the approval to name or alter the name of roads in the region to the Sub-Committee. Members also agreed that any future review of Council's Road Naming and Addressing Policy will not be carried out by the Sub-Committee contrary to the suggestion in the report. To make this clearer Council asked that the particular sentence be struck out of the agenda report.

Clrs Oddie/Sowman:

1. That Council establishes a Road Naming Sub-Committee with Councillor Taylor as Chair, and Councillor Maher, Councillor Brooks, Councillor Andrews and Richard Hunter as members of the Sub-Committee.
2. That the approval to name or alter the name of roads in the Marlborough region be delegated to the Road Naming Sub-Committee.

Carried

Clr Arbuckle asked that his vote against the above motion be recorded

Cncl-0221-280 Exemption of Council Controlled Organisations

S400-001-03

Mr Fletcher advised that the purpose of the report was to obtain Council's agreement to exempt Marlborough Housing for the Elderly Trust from being a Council-Controlled Organisation in accordance with the provisions of section 7 Local Government Act 2002.

Mr Fletcher advised that in the past the Marlborough Housing of the Elderly Trust has been granted an exemption.

Clrs Taylor/Brooks:

That Council, in accordance with Section 7 of the Local Government Act 2002, exempt the Marlborough Housing for the Elderly Trust from being a Council Controlled Organisation.

Carried

Cncl-0221-281 Decision to Conduct Business with the Public Excluded

The Mayor/Clr 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)

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.

Carried

The meeting closed at 4.33 pm.

Confirmed this 1st day of April 2021

J C LEGGETT
MAYOR

Record No. 2153084

5. Committee Reports

5.1 Assets & Services Committee

Assets & Services Committee Meeting held on 4 March 2021
(Minute Nos. A&S-0321-282 to A&S-0321-291)



**Report and Minutes of a Meeting of the
ASSETS & SERVICES COMMITTEE
held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY 4 MARCH 2021 commencing at 9.00 am**

Present

Cirs M J Fitzpatrick (Deputy Chairperson), C J Brooks, B G Dawson, F D Maher and M A Peters, Mayor J C Leggett and Mr R Hunter (iwi representative)

Also Present

Cirs J A Arbuckle, D D Oddie, B A Fauls and T P Sowman

In Attendance

Mr Richard Coningham (Manager – Assets & Services Department) and Nicole Chauval (Committee Secretary).

Apologies

Cirs Dawson/Peters:

That the apology for absence from Cirs N P Taylor and J L Andrews be received and sustained and the apology for non-attendance from Clr J D N Croad be noted.

Carried

A&S-0321-282 Declaration of Interests -

No interests with items on the agenda were declared.

ATTENDANCE: Tessa Dever, Management Accountant - Operations, was present for the following item.

**A&S-0321-283 Financial Report for Period Ended 31 January
2021** **F275-001-02**

Tessa Dever, Council's Management Accountant – Operations, presented the seven months report for the Assets & Services, Property and Community Facilities Department for the period ended 31 January 2021.

In summary Ms Dever noted that an operating surplus of \$6.38M has resulted, which is favourable to budget by \$3.04M.

Revenues have been impacted by the receipt of government grant funding of \$6.26M as part of the three water reforms. This has been partially offset by roading subsidies related to the delayed timing of the capital expenditure programme.

Operating expenditures are very close to budget with positive impacts from the timing of grant payments for COVID Community Support and the Whale Trail and a low roading maintenance spend to date offset by the Container Return Scheme (CRS) project and additional flood protection contract spend.

Capital expenditure for the reporting period was \$22.8M of the \$114M programmed for the 2020/21 year. Members were advised that while there is \$114M of programmed capital expenditure exists, Council has agreed to only finance \$57.2M across all activities. A number of large projects including the Blenheim sewer network upgrade (\$13.4M), Lansdowne Park Sports Hub (\$4.5M) and Regional Landfill stage 8 development (\$3.2M) are underway. Work is continuing to progress other major projects as well as many smaller projects.

It was noted that the total financed capital expenditure for 2020/21 is \$57.2M with total actual year to date expenditure of \$22.8M (40%), net of asset disposals. Currently Council is forecasting \$53.5M. Members

were advised that this is a system based calculation and improvements are currently being worked on. It is anticipated these improvements will be available for the next report.

Clr Sowman queried whether the Grants (COVID community support and Whale trail) included Rural Sports and Creative Communities Grants. Tessa Dever advised that she will look into the variance and respond back to Clr Sowman.

Clrs Peters/Dawson

That the financial report for the period ended 31 January 2021 be received.

Carried

A&S-0321-284 Greenwaste Acceptance Facility Gate Fees

C315-13-11-01

The purpose of the report was to update the committee on the impact of the volume-based charging reinstated at the Greenwaste Acceptance Facility (GAF) and set out options going forward.

It was noted that for the full 2019/20 period the GAF was converted into a temporary transfer station to allow the reinstatement works at the waste sorting centre to be completed. All incoming loads of rubbish, grass and greenwaste were routed across the existing waste sorting centre weighbridges. In July 2020 the waste sorting centre reopened and rubbish was redirected to this facility. Greenwaste and grass continued to be directed across the weighbridges and charges made based on weight.

During the period July to November 2020 queuing at the site began to increase at weekends. In response, the weekend opening hours were extended to try and encourage the community to spread their deliveries. Queues of up to 45 minutes between 10am and 2pm on a Saturday and Sunday became common. In anticipation that traffic volumes would further increase across the summer period an operational decision was taken to revert the GAF back to its previous volume based charging and traffic management system. The changeover occurred on 7 December 2020.

Two options were presented for consideration by the Committee and these were detailed in the agenda item. Members discussed the proposals and noted that the best option was to retain the current volume based charging system until such time as a weighbridge alternative becomes available.

During discussion it was raised whether there would be the possibility of using the weighbridge route on week days and then revert to the entry as it is now on weekends. The proposal was discussed but it was considered to be too confusing and complicated to administer.

In response to a query Richard Coningham advised that the additional weighbridge is likely to be available by the end of the year.

Clrs Brooks/Peters:

That Council retains the current volume based charging system at the Greenwaste Acceptance Facility, without amendment, until such time as a weighbridge alternative becomes available.

Carried

A&S-0321-285 Hearings Committee – WMMP 2021-27

W300-006-008-12

The purpose of the report was to seek approval for the establishment of a hearings panel to hear submissions on the Waste Management and Minimisation Plan (WMMP) 2021-27.

It was noted that the WMMP 2021-27 will be released for community consultation across March 2021. Submitters who indicate they wish to speak will be heard by a hearings panel. It was proposed that the hearings panel include a councillor from each electoral ward. Councillor Fitzpatrick, Councillor Maher and Councillor Taylor have been nominated to form the panel and Councillor Fitzpatrick be appointed as chair.

Following discussion on the proposal Mr Hunter moved and Clr Maher seconded, the following amendment to point two "...along with co-opting an iwi representative".

Cirs Dawson/Brooks:

1. That Council approve the establishment of a hearings panel for the purpose of listening to submitters speaking to the Waste Management and Minimisation Plan 2021-27 consultation.
2. That Councillors Fitzpatrick, Maher and Taylor are appointed to the hearing panel for the Waste Management and Minimisation Plan 2021-27 consultation, along with a co-opted iwi representative.
3. That Councillor Fitzpatrick is appointed Chair of the hearings panel for the Waste Management and Minimisation Plan 2021-27 consultation.
4. That the hearings panel will deliberate and recommend what amendments if any, should be incorporated into the Waste Management and Minimisation Plan 2021-27 for approval to the Assets and Services Committee.

Carried

A&S-0321-286 Renwick Water Main Renewal Funding

W450-004-007-02

The purpose of the report was is to seek approval to bring forward budget for Renwick water mains renewals.

Mr Coningham noted the following amendment to agenda point 5: *A contract to replace a further 1.0km is underway. This is replacing the main in High Street from Uxbridge Street to PakLims Road, plus the main in Brook Street from High Street to Oudenarde Street at a cost of \$724,982.* The dollar amount remains the same but the amendment provides more clarity in regards to the works.

It was reported that a renewal programme to replace the asbestos cement water mains in Renwick was set in 2016, with work spread over 15 years. Of 9.5 km of pipe 1.2 km has been replaced to date, with a contract currently underway for 1 km. It is considered desirable to accelerate the renewal programme. This paper seeks to bring forward existing budget to achieve that.

It was raised whether there is any rating impact for this change. Mr Wheeler, Council's Chief Executive, who was present in the public gallery, noted that it has been programmed that there could be unexpended (carried forward) current budgets and it is a matter of bringing the works forward which means there would be no rating impact.

Cirs Peters/Brooks:

That Council approve bringing the renewals budget forward into 2021 from the years 2023 to 2030 totalling \$738,000 for the Renwick water pipe renewals to enable accelerating the replacement programme.

Carried

A&S-0321-287 Road Exchange Proposal – 122 Blind Creek Road, RD 3, Blenheim

R800-004-B33

The purpose of the report was to obtain Council's authorisation of the procedures associated with a road land exchange under the Public Works Act involving land described as Part Section 52 Wairau District of Waitohi Valley MB1B/724.

It was noted that an agreement has been reached between the owner of 122 Blind Creek Road and the Marlborough District Council Rivers Engineers to rationalise the legal boundary to better reflect the physical situation, in that a shed presently straddles the legal boundary and the land exchange and stopping will formalise that agreement.

It was noted that all costs involved in the process will be borne equally between the Council and the landowner.

Clr Maher/The Mayor:

1. That the Council approve:
 - (a) Pursuant to Sections 116, 117 and 120 of the Public Works Act 1981 the stopping of the area of unformed legal road shown as Section 1 (Part Legal Road) on the attached aerial and for this to be amalgamated with an adjoining title to Part Section 52 District of Waitohi Valley (RT MB1B724) (0.0187 ha) held by D J McCarthy and J K Hosking;
 - (b) Pursuant to Section 114 of the Public Works Act 1981 the declaration as road the land shown as Part Section 52 District of Waitohi Valley on the same aerial being Section 2 Part RT MB1B/724 (0.0187 ha) and the vesting of this in Council.
2. That there is no severance between the road to vest and the outer edges of the property boundary.

NB: This may involve an irregular boundary of the road to vest. It should be a minimum 20 m width and ensure continuity for the rest of the unformed legal road.
3. That a legal agreement is entered into with Council and signed by the owners and registered on the title that extends to the area of stopped road requiring the use of that land to comply with the rules set out in the Rural Environment Zone of the PMEP, the agreement to be in place while the land is un-zoned and such agreement shall be prepared by the Solicitor acting for Council.
4. That approval be on the basis that all survey, legal, administrative and other costs, even if the process does not proceed for whatever reason, are equally shared between the applicants and the Marlborough District Council.
5. That it be acknowledged that the exchange will involve no compensation by either Council or the applicant.
6. That it be acknowledged that Council can give no commitment to completion of the processes.

Carried

A&S-0321-288 Wineworks, Riverlands – Easements – Reserves Act Consent

R770-02-001

The purpose of the report was to obtain consent for easements over Council reserve land at Riverlands Industrial Estate including an overhead wine crossing. An easement plan and aerial identifying the proposed new pipe crossing was attached to the agenda item for members' information.

It was noted that the Riverlands Industrial Estate has relatively recently expanded to the south of the Co-op Drain with six new industrial lots accessed via Kendrick Road. Prior to this subdivision proceeding Council officers negotiated with the developers to acquire all the remaining land under the Co-op Drain so that it could protect then manage and maintain the drain going forward. All the land in the completed agreement has now been transferred to Council. This has resulted in the need for Council's consent under the Reserves Act to certain easements.

As part of the Co-op Drain land acquisition negotiations it was recognised that a level of connectivity across and along the land to be acquired by Council would be required to serve the new south land development efficiently on top of legal road access via Kendrick Road. This included the private Wineworks Bridge adjacent to 24 Liverpool Street, vehicle access along the south stopbank and an agreement in-principle to a wine pipe crossing between 15 Kendrick Road (NZ Wineries Ltd) and existing Desert Holdings Ltd Winery at 24 Liverpool Street.

Members were advised that construction of the NZ Wineries Ltd bottling plant and wine storage facilities is now well advanced and the owners are now seeking formal Council landowner approval via an easement to construct an overhead wine pipe crossing over Council land held as Local Purpose (Soil Conservation and River Control) reserve.

In addition to the overhead wine pipe crossing, there are various easements relating to rights-of-way, electricity rights and conveyance of gas relating to the Wineworks Bridge that also require Council approval.

It was noted that Council consent is necessary under the Reserves Act 1977 to the granting of an easement under the delegation held from the Minister of Conservation.

Cirs Dawson/Brooks:

That the Committee recommends that pursuant to Section 48(1) of the Reserves Act 1977 the Marlborough District Council pursuant to a delegation granted by the Minister of Conservation under Section 10 of the Reserves Act 1977 hereby consents to the granting of the:

- i) **Right-of-way over the part Lot 10 DP 306716 (RT 26240) marked 'A', 'B' and 'E' on DP 414115 as appurtenant to Lots 1, 2 and 3 DP 386860 comprised in Records of Title 352045, 352046 and 352047.**
- ii) **Right-of-way over the part Lot 10 DP 306716 (RT 26240) marked 'B', 'C' and 'E' on DP 414115 as appurtenant to Lots 3, 4 and 5 DP 421549 comprised in Records of Title 482366, 482367 and 482368.**
- iii) **Right to convey wine over the part Lot 10 DP 306716 (RT 26240) marked 'B', 'C' and 'E' on DP 414115 as appurtenant to Lots 2 and 3 DP 386860 comprised in Records of Title 352046 and 352047, Lots 3, 4 and 5 DP 421549 comprised in Records of Title 482366, 482367 and 482368, Lot 8 DP 421549 comprised in part Record of Title 786158 and Lots 5 DP 414053 comprised in Record of Title 452665.**
- iv) **Right to convey electricity in gross over the part Lot 10 DP 306716 (RT 26240) marked 'B', 'C' and 'E' on DP 414115 in favour of Marlborough Lines Limited.**
- v) **Right to convey gas in gross over the part Lot 10 DP 306716 (RT 26240) marked 'A', 'B', 'C' and 'E' on DP 414115 in favour of On Gas Limited.**
- vi) **Right-of-way over the part Lot 7 DP 421549 (RT 482372) marked 'B' on DP 518817 appurtenant to Lot 1 DP 386860 comprised in Record of Title 482372.**
- vii) **Right to convey wine over Lot 10 DP 306716 marked A and B on DP 549472 in favour of NZ Wineries Ltd (Lot 1 DP 343108 and Lot 4 DP 421549) and Desert Holdings Ltd (Lots 2 and 3 DP 386860).**

Carried

A&S-0321-289 Picton Walking and Cycling Facilities

R800-010-005-13

The purpose of this report was to provide members with an update on the walking and cycling projects for Picton requested in the 2020/21 Annual Plan by Picton Smart & Connected Bike Walk sub-group. The 2020/21 Annual Plan Submission was attached to the agenda for members' information.

It was noted that the submission related to Council supporting four walking and cycling projects in Picton, namely cycle lanes along Waikawa Road, a mountain bike park in Picton, Victoria Domain track improvements and continuation of the Marina to Marina track to Waikawa beach

It was reported that the projects have been reviewed in relation to current budgets, priorities as specified in the Marlborough Walking and Cycling Strategy (2019-29) and other relevant Council plans. Details on each project were contained in the agenda item. The submitter will be advised of the outcome of this review.

Cirs Dawson/Fitzpatrick:

That the report be received.

Carried

ATTENDANCE: Jane Tito, Council's Manager, Parks and Open Spaces, was present for the following item.

A&S-0321-290 Rai Valley Open Space Project – Budget and Costings **R510-021-02**

Members were advised that the purpose of the report was to seek approval for funding of a Village Green and a new Public Convenience facility in Rai Valley Township.

Members were aware that at the 28 January 2021 Assets and Services Committee, Council approved staff progressing discussions with a local property owner on the establishment of a new Village Green and public convenience in Rai Valley. A suitable site has been identified and staff have prepared concept plans and a project budget. An independent valuation has determined an annual rental for the site and a lease prepared.

During discussion Cllr Peters proposed the following amendment to the recommendation "subject to the lease being executed before funding is released" be added. Members were supportive of this amendment.

It was noted that engineering advice on effluent disposal has been provided by an experienced engineer familiar with on-site conditions.

Funding for the development is proposed to come from existing Parks and Open Spaces budgets and a contribution from the Small Townships Programme budget. An application to the Tourism Infrastructure Fund will also be made in March 2021 for 50% funding of the toilet block. It was confirmed that if funding applications are unsuccessful there will be budget available to complete the project and that if the funding is successful discussions will be had between Parks and Open Spaces/Small Townships regarding disbursement of tagged funding. It is proposed that the project will be completed this financial year.

Members were advised that the existing toilet would be demolished, the site cleared and prepared for disposal.

Cllr Brooks noted the following amendment for point 22 " ... The Small Townships programme budget currently has a *preliminary* allocation of \$50,000 for Rai Valley The Village Green project will be a number..."

Cllrs Peters/Brooks:

That Council approve \$790,000 from the sources listed below for a new Village Green and public convenience in Rai Valley Township, subject to the lease being executed:

Budget	Amount
Parks and Open Spaces / Unspecified Reserves Budget	\$240,000
Public Convenience Rai Valley (approved budget November 2018)	\$278,000
Small Township Plan / Rai Valley allocation	\$272,000
Total	\$790,000.00

Note: Funding of up to 50% of the cost of the toilet may be available from the Tourism Infrastructure Fund.

Carried

A&S-0321-291 Information Package -

Steve Murrin, Marlborough Roads Manager provided the following updates for the Marlborough Roads report:

1. Grant Bennett new Contract Manager.
2. Scrubbing machine is now operational. Councillors invited to attend a demonstration of the machine in Liz Davidson Park on 11 April at 8.30am. Steve Murrin to organise.

3. Battys Road roundabout work has been awarded to CMT. Work will commence 15 April 2021 and be completed by the end of July.
4. Fulton Hogan are bringing in a team from outside the region to complete the Kenepuru Road retaining wall. Work due to start mid-April.

Grovetown Lagoon is undergoing weed extraction work with weeds being heaped along the side of the track. It was requested that Richard Coningham investigate alternative methods of disposal for the weeds.

It was noted that there had been an undertaking for the track to be gravelled. Requested that progress be made on gravelling the track.

Cirs Dawson/Brooks:

That the Assets and Services Information Package dated be received and noted.

Carried

The meeting closed at 9.36 am.

Record No. 2144769

5. Committee Reports

5.2 Environment Committee

Environment Committee Meeting held on 11 March 2021
(Minute Nos. Env-0321-296 to Env-0321-308)



**Minutes of a Meeting of the
ENVIRONMENT COMMITTEE**
held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY, 11 MARCH 2021 commencing at 9.00 am

Present

Mayor J C Leggett (Chairperson), Councillors G A Hope (Deputy), J A Arbuckle, J D N Croad, B A Faulls, T P Sowman, Mr E R Beech (Rural representative)

Also Present

Councillors J L Andrews and B G Dawson

In Attendance

Ms G Ferguson (Consents and Compliance Group Manager) and Ms N Chauval (Committee Secretary)

Apologies

Cirs Arbuckle/Croad:

That the apology for absence from Clr D D Oddie (Deputy), be received and sustained and the apology for non-attendance from Cirs M A Peters and N P Taylor and Clr Andrews for leaving early be noted.

Carried

Members were advised that Clr Taylor's absence was due to her representing Council at a pōwhiri for the signing of a Kawenata (a formal relationship agreement) between KiwiRail and Te Ātiawa o Te Waka-a-Māui Trust.

Env-0321-296 Declaration of Interests -

No interests with items on the agenda were declared.

Env-0321-297 Resource Hearing Sub-Committee Decisions -

Cirs Arbuckle/Faulls:

That the Resource Hearing Sub-Committee Decision as contained within the report dated 24 November 2020 (U191050) and 27 January 2021 (U200311) be received and the recommendation adopted.

Carried

Env-0321-298 Resource Hearing Commissioner Decisions -

Cirs Arbuckle/Faulls:

That the Resource Hearing Commissioner Decisions as contained within the reports dated 3 December 2020 (U200094), 4 July 2019 [reconvened on 11 December 2020] (U191112) and 12 January 2021 (U200556) be received and the recommendations adopted.

Carried

ATTENDANCE: Rob Simons, Senior Biosecurity Officer and Liam Falconer, Senior Biosecurity Officer, Operations Lead, were present for the following item.

Env-0321-299 Biosecurity Programme Update – Key landholder programmes – Nassella Tussock and Chilean Needle Grass E315-003-009-01, E315-003-021-01

The purpose of the report was to provide an update on two large biosecurity programmes that involves the Council Biosecurity Section working with a large number of landholders predominantly in South Marlborough. These are the programmes guided by the Regional Pest Management Plan managing nassella tussock and Chilean needle grass. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 2151283 and 2151289).

Council's Biosecurity Officer, Liam Falconer spoke to the report on Chilean needle grass. It was noted that contractors were engaged to work alongside Biosecurity staff to undertake control and surveillance work on 167 affected properties at the start of the 2020/21 season. Of the 167 properties, 129 of these properties are smaller infestations that are solely managed by Council, a further 38 properties receive assistance with control work to support the landowners/ occupiers control work.

It was noted that Council undertakes compliance inspections on a further 27 properties in the heavily affected Blind River area near Seddon.

Members were advised that the focus continues to be on establishing and growing relationships within the farming and viticulture communities. Building these relationships has seen an increase in engagement from these sectors.

It was reported that during the 2020/2021 season the total area of Chilean needle grass affected land has increased by 15.2 ha or 0.60% increase in total size. The total area affected currently sits at 2557.8ha. It was noted that improvement in mapping records has reduced the affected area that was reported in previous seasons, this directly relates to an improved GIS data set rather than a reduction of affected area on the ground.

The total active sites have increased this year to a total of 194, six of these sites are through subdivision of existing affected properties, seven are new properties affected. The new finds are in Seddon, Taylor Pass, Riverlands and Waihopai areas. There are 11 historical sites, this means the sites have either been concreted or asphalted over.

Members were advised that 45 properties are currently under a management plan with more planned for roll out later this year. The management plans are about educating landowners/managers on how to stop the 'creep', slowing down the spread and maintaining it at the current level.

It was noted that drones had been used to survey larger areas but ongoing use of drones has been ruled out at this stage as their detection of the grass is limited.

In response to a query on how Council can comply with the National Environmental Standards, it was advised that it isn't just an issue with Marlborough and this has been brought to the Minister's attention. It was suggested that an approach by interested groups eg; forestry to the Minister may help.

Rob Simons then provided a report on the work being undertaken in respect of nassella tussock.

Members were advised that Marlborough has approximately 600 properties covering 166,000 hectares affected by nassella tussock. As part of Council's Regional Pest Management Plan (RPMP) land occupiers are required to annually destroy all nassella tussock plants on the land that they occupy, before the plants produce seed.

It was reported that in 2020, 385 properties were included in Council's active compliance programme. Inspections were carried out from May through to December. 281 properties out of 385, or 78% of the properties included in the active compliance programme were inspected during the 2020 operational season. 26 properties showed signs of non-compliance, half of which were remedied by the land occupier without enforcement. Enforcement steps were taken at 13 properties as deemed necessary.

Members were advised that an annual monitoring plan was put in place in 2018. This data monitors the population of nassella tussock directly. The current data set is relatively young, and annual monitoring will continue for the duration of the RPMP programme to determine the long term density trend.

In response to a query about the potential of biological control; Rob Simmons advised that in 2018 MPI made funds available through the Sustainable Farming Fund to search for a biological control agent. The focus was on looking for a fungal pathogen that is already present in the environment and developing that to use in addition to herbicides and grubbing to reduce the seed production of the plant. Trials have been undertaken but nothing concrete yet.

Cirs Arbuckle/Croad:
That the information be received.

Carried

ATTENDANCE: Matt Oliver, Council's Matt Oliver, Environmental Scientist - Land Resources, was present for the following item.

Env-0321-300 Catchment Care and Catchment Condition Surveys

**E375-017-001, E355-021-01-001,
E355-021-03-001, E355-021-04-01**

The purpose of the report was to provide an update on the Catchment Care Programme and to demonstrate the Catchment Condition survey methodology. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 2151396).

It was noted that the Catchment Care Programme was started in response to requirements under the proposed Marlborough Environment Plan for Council to act on water quality issues in catchments identified as degraded or at risk of degradation. The key objectives of Catchment Care are to protect or improve water quality in the Marlborough region, reduce erosion and sediment production and protect sensitive receiving environments.

Members were advised that to meet the requirements of the pMEP, Catchment Care follows a flexible methodology. While the prime consideration is to meet the pMEP goals and to assist landowners to meet their obligations under the Essential Freshwater regulations, the programme seeks to involve stakeholders in a collaborative and consultative manner. The programme realises that while Council can mandate action the preferable course of action is to engage and collaborate with stakeholders as this will likely lead to better community engagement and improved longer-term outcomes for the programme and the environment. To this end, the programme uses the non-regulatory methods described in the pMEP to meet its objectives.

The catchment care methodology was outlined in the presentation and further detailed in the agenda item.

Members were advised that the Catchment Care Programme has undergone an extremely rapid period of development and to streamline processes the decision was made to use digital tools (ARCGIS Fieldmaps). Members were provided with a demonstration of the software.

Funding for the programme is provided by Council, Government and landowners but funded programmes have a life span and Council will need to continue to apply for funding.

In response to a query raised on whether lifestyle blocks and forestry plantations would be included, as it is unclear what the impacts of forestry are on the catchment. Matt Oliver advised that the target is for it to apply to all landowners but the current methodology doesn't work in a forest as the health and safety risks are too great. Alternative methods are being considered and Lidar is one of those.

Members were advised that contractors have commenced CCS work in Are Are creek, Linkwater and Te Hoiere catchments. This data will be analysed and prioritised in the coming 12 weeks. It was noted that the Catchment Care has a self-imposed 12 week limit to complete analysis and to commence landowner meetings. Following the landowner meetings, mitigation work will commence. It was noted that further reports will be provided as work progresses.

Cllrs Faulls/Hope:
That the information be received.

Carried

ATTENDANCE: Sarah Brand, Council's Environmental Scientist, was present for the following item.

**Env-0321-301 Annual Air Quality Monitoring Report –
Blenheim 2020 E300-004-003-01**

The purpose of the report was to present the Annual Air Quality Monitoring Report – Blenheim 2020, prepared by Emily Wilton, Environet Limited. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 2151516).

Members were advised that the main contaminant of concern for New Zealand is particulate matter (PM). The NES currently focuses on PM₁₀ with a standard of 50µg/m³ 24 hr average (one allowable exceedance per year) and an annual average of 20µg/m³. The Ministry for the Environment is currently refining proposed amendments to the NES to move the focus to PM_{2.5}.

A PM_{2.5} 24 hr average standard of 25µg/m³ (three allowable exceedances per year) and an annual average PM_{2.5} standard of 10µg/m³ is proposed.

MfE has indicated that amendments are likely to take effect in the second half of 2021.

PM₁₀ is the only air pollutant likely to exceed the National Environmental Standard for Air Quality (NESAQ) in Marlborough and is required to be measured continuously in Blenheim.

Concentrations of PM₁₀ exceeded the maximum concentration of 50 micrograms per cubic metre (50µg/m³) on three occasions in 2020 resulting in two breaches of the NESAQ for PM₁₀ (the NESAQ allows for one exceedance per year). The maximum measured PM₁₀ concentration recorded in 2020 was 66µg/m³, this compares with a 2019 maximum concentration of 57µg/m³ which was the lowest maximum concentration measured since 2014.

The annual average PM₁₀ concentration for 2020 was 18µg/m³ which was at the upper end of the normal range for Blenheim (14-19µg/m³). The Ministry for the Environment guideline specifies an annual average for PM₁₀ of 20µg/m³ however the NESAQ does not currently include an annual average guideline for PM₁₀.

These results mean Blenheim did not comply with the NESAQ for PM₁₀ for the 2020 year. It was noted that the trend data is not indicative of an overall improvement or degradation in PM₁₀ concentrations in Blenheim.

The Ministry for the Environment is still working on potential amendments to the NESAQ which would look to move the focus from the current PM₁₀ daily average standard to a PM_{2.5} daily average standard of 25µg/m³ and an annual average PM_{2.5} standard of 10µg/m³.

PM_{2.5} results for 2020 show that Blenheim exceeded the proposed 24-hour average NESAQ for PM_{2.5} on 45 occasions which would constitute 42 breaches (the proposed NESAQ PM_{2.5} will only allow for three exceedances per year).

If the 24-hour average proposed NESAQ for PM_{2.5} were introduced, significant reduction in daily winter PM_{2.5} concentrations would be required to be compliant and consequent air quality management required to meet this target would likely be significant.

The Mayor/Croad:
That the report be received.

Carried

ATTENDANCE: Cllrs Andrews and Dawson withdrew from the meeting at 10.53 am during the following item.

ATTENDANCE: Due to a technical issue with Zoom the meeting adjourned at 10.40 am and resumed at 10.53 am during the following item.

ATTENDANCE: Oliver Wade, Council's Environmental Scientist, Coastal and Dr Tara Anderson (NIWA) were present via Zoom for the following item.

Env-0321-302 Biogenic habitat modelling in Queen Charlotte Sound/Tōtaranui and Tory Channel/Kura Te Au
E325-017-01

The purpose of the report was to provide an update on the findings of a NIWA report about habitat modelling using the HS51 multibeam data. The report was available on Council's website. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 2151539).

It was noted that in 2016, MDC collaborated with LINZ and NIWA to map the seafloor of Queen Charlotte Sound/Tōtaranui and Tory Channel/Kura Te Au. The report follows on from the NIWA - Life on the Seabed report (CM 20197417) presented to the environment committee in 2019.

The report is a standalone appendix to the Life on the Seabed report and describes a subsequent step to model the extent of bryozoan and galeolaria hysterix mounds, two of the most significant biogenic habitats within the HS51 survey area. This research will further assist council with the management of Queen Charlotte Sound/Tōtaranui and Tory Channel/Kura Te Au.

Members were advised that the model will be used by staff and the ecologically significant marine site expert panel to make recommendations on areas that should be considered as ecologically significant marine sites. A report to the committee will be provided later in the year.

Cirs Hope/Sowman:
That the report be received.

Carried

ATTENDANCE: Bill East, Council's Building Control Group Manager, was present for the following item.

Env-0321-303 Building Act 2004: Dangerous and Insanitary Building Policy – 2021
R450-006-02, R450-006-05

The purpose of the report was for the Committee to consider the Dangerous and Insanitary Building Policy 2006. A copy of the draft Insanitary and Dangerous Building Policy 2021 was attached to the agenda item for members' information.

Members were advised that the Dangerous and Insanitary Building Policy was last reviewed in 2014. There have been no issues arise in respect of the 2006 policy (revision 2014) in the duration ensuing nor is it evident that there are any indications that central government are contemplating matters that might be relevant. Therefore no changes of substance are proposed for the 2021 Policy.

It was noted that although no changes are proposed it is a requirement of the section 132 of the Building Act 2004 that consultation be undertaken.

Cirs Sowman, Croad and Arbuckle accepted their nomination to be members of the hearing panel and Clr Sowman in the position of chair.

The timeline for submissions was noted in the agenda item.

Cirs Sowman/Arbuckle:

- 1. That the draft "Dangerous and Insanitary Building Policy 2021" be consulted under section 83 "Special Consultation Procedures" of the Local Government Act 2002.**
- 2. That a hearing Panel of Councillors be established in the event that Council receives submissions on the consulted "Dangerous and Insanitary Buildings Policy 2021".**

Carried

ATTENDANCE: Karen Winter, Council's Environmental Health Officer, was present for the following item.

Env-0321-304 Environmental Health Fees 2021/2022

E350-004-009-02

The purpose of the report was review the fees for the Environment Health activities carried out in the 2021/2022 year.

Members were advised the Council can set fees for premises registered for Environmental Health Activities under the Health (Registration of Premises) regulations 1966 and the Food Act 204. A review of the current fees and the costs of undertaking the required activities has been undertaken and it is proposed that the fees should remain the same for the 2021/22 financial year. The fees were detailed in the agenda which included a comparison of Council's fees with two other councils.

Cllrs Faulls/Croad:

That Council approves a nil increase to the Health Act and Food Act fees for the 2021/2022 financial year.

Carried

ATTENDANCE: Cllr Sowman withdrew from the meeting at 11.15 am during the following item.

ATTENDANCE: Mathew McCormick, Council's Environmental Protection Officer, was present for the following item.

Env-0321-305 Bird Scaring

E360-006-02

The purpose of the report was to provide a summary of the bird scaring device rules. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 2151776).

It was reported that there are different types of bird scaring devices consisting of gas guns, predator kites, visual bird scarers, audible and silent bird scarers and pyrotechnics. Some vineyards have started using drones which have proven to be effective so far.

Members were advised that the use of audible bird scaring devices in the MEP Rural Environment Zone is a permitted activity provided they are compliant with the rules. A fact sheet on the Rules Relating to the Audible Bird Scaring Devices has been circulated to industry, a copy of the factsheet was attached to the agenda item for members' information. The Council website will be updated.

It was noted that the Compliance Group do get a number of complaints regarding operating hours, frequency and location of bird scaring devices. To date for the 2021 bird scaring season Council has received four complaints. In previous years there were 15 in 2017, 11 in 2018 and 14 in both 2019 and 2020 years.

The complaints so far this year have related to operating hours, frequency and location of bird scaring devices.

Cllrs Hope/Croad:

That the information be received.

Carried

ATTENDANCE: Jane Robertson, Council's Contract Manager for Animal Control, was present for the following item.

**Env-0321-306 Dog Control Fees Review for the 2021/2022
Registration Year**

E305-001-001

The purpose of the report was to review the current dog control fees for the 2020/2021 registration year.

Members were advised that staff have reviewed the Dog Control Fees and recommend that no changes are made for the 2021/2022 dog registration fees and that the categories are kept the same. The current categories enable a simple fee structure for ease of administration.

It was noted that a nil increase will maintain current levels of services and the 80/20, fees recovery and rates funding split.

It is reported that the request for an increase in the dog surrender fee be considered to allow better alignment with the actual costs of the activity. It was noted that a flat fee is easier to administer and \$100 is considered reasonable compared to other territorial authorities. Increasing the surrender fee will avoid additional burden being placed on other dog owners and rate payers if a dog is surrendered for destruction.

Members were advised that during the month of May there will be a special microchipping fee of \$15 from Animal Control. Currently there are 827 dogs that are not microchipped but should be.

Cllrs Arbuckle/Fauls:

- 1. That Council approves a nil increase in the dog registration and pound fees for the 2021/2022 registration year.**
- 2. That approval is given to increase the surrender fee (commencing 1 July 2021).**

Carried

ATTENDANCE: Barbara Mead, Council's Advocacy and Practice Integration Manager, was present for the following item.

Env-0321-307 Appeals Update

R450-004-22

The purpose of report was to provide an update as to the current Appeals/Judicial Review caseload in Regulatory Services as at 18 February 2021.

It was noted that Council is currently engaged in six appeals either as intervener or respondent. Details of these were contained in the agenda item. There were no further updates noted.

Cllrs Croad/Arbuckle:

That the information be received.

Carried

Env-0321-308 Information Package

-

Council's Environmental Scientist – Hydrology, Val Wadsworth, circulated a Hydrological Summary to 10 March 2021 – Rainfall year to date (Filed in CM Record No. 2150622) and this was circulated to members.

It was noted that the wilding kiwifruit discovery will be reported back to Zespri as per the current agreement.

Cllrs Croad/Arbuckle:

That the Regulatory Department Information Package dated be received and noted.

Carried

The meeting closed at 11.45 am.

Record No: 2152428

5. Committee Reports

5.3 Planning, Finance & Community Committee

Planning, Finance & Community Committee Meeting held on 18 March 2021
(Minute Nos. PF&C-0321-309 to PF&C-0321-321)



**Report and Minutes of a Meeting of the
PLANNING, FINANCE & COMMUNITY COMMITTEE
held in the Council Chambers, 15 Seymour Street, Blenheim
on THURSDAY 18 MARCH 2021 commencing at 9.00 am**

Present

Cls M A Peters (Chairperson), J D N Croad, J L Andrews, J A Arbuckle, C J Brooks, B G Dawson, B A Faulls, M J Fitzpatrick, G A Hope, D D Oddie, T P Sowman, N P Taylor and Mayor J C Leggett

In Attendance

D G Heiford (Manager, Economic, Community & Support Services), M F Fletcher (Chief Financial Officer) (from 9.48 am) and N Chauval (Committee Secretary)

Apologies

Cls Arbuckle/Brooks:

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

Carried

PF&C-0321-309 Declaration of Interests -

Clr Dawson declared a conflict of interest with Item 3 - Business Trust Marlborough.

ATTENDANCE: Brian Dawson, Manager Business Trust Marlborough, was present for the following item.

PF&C-0321-310 Business Trust Marlborough E100-005-007-02

The purpose of the report was to present the Business Trust Marlborough six monthly review to February 2021. The report was attached to the agenda item. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 2162662).

The Manager of the Business Trust, Brian Dawson, spoke to the report and Sue Avery (Chair), Rob White (Trustee) and Mark Lucas (Council's representative) were present in Chambers for the presentation and were available for questions.

It was noted the Trust has continued to support businesses in the wake of COVID-19. To date 69 vouchers have been issued to businesses to provide them with a post-COVID boost. The focus has been around general business advice and marketing expertise but this has recently been expanded to include wellbeing support.

It was reported that there has been an increase in queries from people looking to set up a business as a way of providing them with some certainty as they may have lost their job eg; tourism sector or the position they currently have is not secure. It was also pointed out that a lot of the inquiries have been from women and this aligns with what is being seen nationally.

The Trust currently has 69 mentors of those 63 have taken on assignments. It was noted that it is important to maintain a large pool of mentors as it is a voluntary position and the Trust doesn't want to over burden its mentors.

Members were advised that the Trust is undertaking additional work with young business owners, trades and the Pacifica community. A number of workshops have been held with strong connections being made and progress is positive.

Cls Croad/Taylor:

That the information be received.

Carried

ATTENDANCE: Clr Dawson withdrew from the meeting at 9.15 am.

ATTENDANCE: Jacqui Lloyd of DM was present for the following item and Neil Henry, Council's Manager, Strategic Planning and Economic Development was present for the following two items.

PF&C-0321-311 TEAM COVID-19 Economic Recovery Group Update **C500-005-010-03**

The purpose of the report was to request an additional \$100,000 budget for TEAM COVID-19 Economic Recovery Group projects from the Emergency Events Reserve and provide an update on the activities of the TEAM COVID-19 Economic Recovery Group.

Members were advised that TEAM has largely allocated its budget of \$865,000 to economic recovery projects, and is seeking a further \$100,000 from the Emergency Events Reserve for the Phase 2 period that is due to be completed in June 2021, with a report to follow. Expenditure and commitments totalling \$841,118.31 were noted in the agenda item. It was noted that \$50,000 of the allocated funds relates to event underwriting and it is not yet known whether the funding is required.

It was noted that the additional funding is being sought as the remaining \$23,881.69 (plus any underwriting funding that is not required) is insufficient for TEAM to fund applications over the next three months. The additional \$100,000 (from Emergency Events Reserve) will provide important assistance as winter approaches.

Destination Marlborough's General Manager, Jacqui Lloyd, updated members on the Make It Marlborough campaign. To highlight this report a powerpoint presentation was shown (presentation filed in CM Record No. 2156445).

It was noted that the MiM campaign was extremely positive and members indicated that they would like to see it continue. Ms Lloyd advised that DM is a small team with their main focus being on tourism. For this campaign they partnered with the Chamber of Commerce, however, they would be open to discussion if there is a need for it to be rolled out again.

Members were advised that Destination Marlborough's Draft Annual Plan will be presented at the Planning, Finance & Community Committee meeting scheduled for 29 April 2021.

Neil Henry provided an introduction to Marketview which is a software package that provides information on credit card spend for the region. It was noted that the information will be used by TEAM and will be included in TEAM's next report. If Councillors would like more information or shown how to use it please contact Neil Henry. It was noted that the licence is for 12 months.

Cirs Brooks/Arbuckle:

- 1. That the information be received.**
- 2. That Council approve the additional funding of \$100,000 for TEAM Economic Recovery Group projects from the Emergency Events Reserve.**

Carried

PF&C-0321-312 Regional Events Update **E100-002-011**

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

Members were advised that due to the recent resurgence of COVID-19 in Auckland and the change in alert levels, a number of local events have been cancelled/postponed including Cawthron Marlborough Environment Awards (Marlborough Events Centre) - postponed to 23 April; Rai Valley A&P Show 2021 - cancelled (for the first time since 1947); Film+Feast (Picton Foreshore) - postponed, new date to be confirmed; Massive Marlborough Clean-Up (Rarangi) - cancelled; International Women's Day Breakfast (Marlborough Events Centre) - postponed/cancelled (tbc). Along with these a recent decision has been made to postpone the Classic Fighters Omaka 2021 Easter Airshow to 3-5 September. It was noted that prior to the most recent move to COVID Alert Level 2, Marlborough events were reporting excellent attendance levels.

It was noted that Round Two of the Commercial Events Fund closed on 15 March 2021 with six applications received.

The Follow-Me Event Promotion is out. The print run was increased from 10,000 to 40,000 due to the high volume of events taking place. This allows for additional distribution and promotion throughout Marlborough, Nelson, Christchurch, Canterbury and into Wellington via the Bluebridge Ferry. It was reported that this increase has been funded by the TEAM Group.

Members were advised that the Summer Series of F&B events which received funding through the TEAM Group has had great success with 51 events of different scales being held. Two of 'first ever' events were 'South Island Cheese festival' and 'Gin and Fin', both these events are set to grow and become annual events on the Marlborough calendar.

It was noted that the Spirited Women – All Women's Adventure Race will be happening 9-11 April. To date 328 teams (1312 participants) have registered for the Marlborough event. Of these 85% are from outside the region. The Regional Events Advisor and the team at Destination Marlborough are working closely with the organisers in the lead up to the event.

Cirs Croad/Fitzpatrick:
That the information be received.

Carried

ATTENDANCE: Brad Olsen and Alistair Schorn, Senior Economists at Infometrics were present for the following item.

**PF&C-0321-313 Marlborough Annual and Quarterly Economic
Profile Update (Infometrics) E100-007-01**

Brad Olsen and Alistair Schorn, Senior Economists at Infometrics provided an update to members on the Marlborough Annual Economic Profile, also covered was the recent quarterly economic update.

A summary of the annual report was attached to the agenda item.

A powerpoint presentation was shown (presentation filed in CM Record No. 2156367).

Members requested that information on the number of apprenticeships in the region be supplied in future reports.

The accuracy of some of the views presented, particularly in regards to the local economy figures was raised.

Cirs Croad/Fauls:
That the information be received.

Carried

ATTENDANCE: The meeting adjourned at 10.49 am and resumed at 10.58 am.

PF&C-0321-314 Picton Museum Extension A180-07-02

The purpose of the report was to seek reconsideration of a previous Council decision to grant in principle for the Picton Museum to extend their building on the Picton Foreshore.

Members were advised that the Picton Historical Society (PHS) had investigated the opportunity to extend the Picton Museum for their whaling memorabilia. Council had agreed in principle as land owner to an extension of the PHS licensed area on the Picton Foreshore for the proposed extension subject to resource and building consents being obtained (Minute A.11/12.134).

The PHS obtained a resource consent in 2013 (U130589) and the consent is due to expire.

It was noted that the former Mayor had declined to support the project with funding agencies as there were two competing Whale Museum concepts in Picton at the time. Council brokered a meeting between the different groups but no collaboration was forthcoming.

Members were advised that the Picton Foreshore Reserve Management Plan does not contemplate further buildings or extensions on the Picton foreshore that reduces open space. It was noted that the current feasibility studies for attractions in Picton contemplates a Heritage / Environment Centre which may include the Picton Museum. It was reported that the PHS is participating in the feasibility study.

Members were advised that the PHS will not be reapplying for a resource consent. It was noted that the Society is comfortable with the proposal that Council rescind the decision but is seeking some reassurance that this doesn't mean Council is withdrawing their support entirely. It was noted that this is not the case and it was agreed that Dean Heiford and Clr Oddie meet with the society to allay any concerns.

Clrs Hope/Sowman:

That Council rescind minute A.11.11/12.134 and not grant the Picton Historical Society an extension of their lease on the Picton Foreshore for their proposed museum extension.

Carried

ATTENDANCE: Clr Oddie declared a conflict of interest and withdrew for the following item.

ATTENDANCE: Louise Walker, Council's Strategic Planner, was present for the following item.

PF&C-0321-315 Appointment of Hearings Commissioners for Variations 1 and 1A to the Proposed Marlborough Environment Plan

M100-11-002-01 & M100-11-004-01

The purpose of the report was to seek approval for the appointment of hearings commissioners to serve on the hearings panel for Variations 1 and 1A to the Proposed Marlborough Environment Plan.

It was noted that in order to facilitate the organisation of hearings, the establishment of a hearings panel is recommended at this point in time. It was noted that the appointed hearings panel must determine its procedure for the hearing and the sooner the panel is appointed the sooner that process can begin. It was noted that the panel would have the delegated authority to hear submissions and make decisions on Variation 1 and 1A.

Members were advised that it is beneficial for consistency of decision making that the panel comprise the same commissioners as the PMEP hearings. It was therefore proposed that Councillor David Oddie, Mr Rawiri Faulkner, Shonagh Kenderdine and former councillor Trevor Hook be re-appointed. Trevor Hook was previously Chairperson and members agreed that he be reappointed in this position. It was noted that to fill the gap following Clr Shenfield's departure it was proposed that Sharon McGarry be appointed. Ms McGarry's CV and Biography were attached to the agenda for members' information.

Clrs Hope/Brooks:

That Council:

- 1. Appoint Trevor Hook as Chairperson of the Hearings Panel and Shonagh Kenderdine, Rawiri Faulkner and Sharon McGarry as independent commissioners to hear and determine submissions on Variations 1 and 1A to the PMEP.**
- 2. Appoint Councillor Oddie as a commissioner to hear and determine submissions on Variations 1 and 1A to the PMEP.**
- 3. That the appointed commissioners receive delegated authority to make decisions on submissions and Variations 1 and 1A.**

Carried

ATTENDANCE: Adrian Ferris, Corporate Accountant, was present for the following two items.

PF&C-0321-316 MDC Holdings Limited (Parent Accounts) Half Yearly Report as at 31 December 2020

S400-004-010-21

Council's Chief Financial Officer, Martin Fletcher and Adrian Ferris, Council's Corporate Accountant presented the unaudited financial statements for MDC Holdings Limited (MDCH) for the six months to 31 December 2020 to the Committee. It was noted that the report contained information on the parent accounts but information on subsidiaries was not included.

Members were advised that the change in debt funding source to the Local Government Funding Agency (LGFA) via Council, MDCH's financing role has diminished to being mainly a conduit for funding subsidiaries. As a result, MDCH's main income sources are interest and dividends. Its main expense is interest paid to Council/LGFA.

The report gave explanatory comments on the Income Statement, Statement of Changes in Equity and Statement of Financial Position. It was reported that MDCH made a profit of \$2.12M for the six months to December 2020 compared to a profit of \$1.81 million for December 2019. Removing the impact of the (non-cash) movement in valuation of derivatives the result is a profit of \$1.80M compared to \$1.68M in 2019.

Members were advised that an interim dividend payment of \$2.3M was approved by the Board and paid to Council in August 2020. A final dividend payment of \$576,000 was approved by the Board in December 2020 and will be paid in February 2021.

Both of MDCH's financial targets as set in the current SOI are forecast to be met, with returns after tax expected to improve on budget from 27.8% to 28.3%.

Cirs Oddie/Croad:
That the report be received.

Carried

PF&C-0321-317 MDC Holdings Limited – 2021-22 Statement of Intent

S400-004-010-21

Council's, Chief Financial Officer, Martin Fletcher and Adrian Ferris, Council's Corporate Accountant presented the MDC Holdings Limited (MDCH) 2021/22 Draft Statement of Corporate Intent (SOI) to members. The SOI was included with the agenda for members' information.

The following agenda correction was noted in regards to the Statement of Intent: point 4.2 the 'Financial' information is duplicated.

Members were advised that schedule 8 Local Government Act 2002, requires MDCH to deliver to Council a completed SOI by 30 June of each year for the next year (year ending 30 June 2022) and two subsequent years.

Members were advised that the 2021/22 draft SOI is consistent with the 2020/21 SOI. It was noted that the significant points are that the targets for Port Marlborough NZ Limited (PML) have been based on its 2020-21 SCI. The statutory timing for preparing Port Company SCI's is 31 July for the draft and 30 September for the final document, which is some seven months after MDCH is required to submit a draft SOI to Council.

Port Marlborough is currently in negotiation with Kiwi Rail over the IREX project. Due to the uncertainty around the final levels of debt and rates of return and the fact that Council hasn't consulted, the impacts of this project are largely excluded from this SOI. If there is a significant change to PML's performance targets and financials with the release of its 2021-2022 SCI in September then the Committee will be advised and a revised SOI presented.

MAL is currently in negotiation with the New Zealand Defence Force with regard to license fee and rescue fire service charges. This will have a flow-on effect on the level of landing fees charged. If there is a

significant change to MAL's performance targets and financials because of this, then the Committee will be advised and a revised SOI presented.

Cirs Taylor/Sowman:

That Council approves the Draft 2021-22 Statement of Intent for MDC Holdings Limited.

Carried

PF&C-0321-318 Long Term Plan Working Group D050-001-S02

The Minutes of the Long Term Plan Working Group meeting held on 4 March 2021 were attached for ratification by the Committee.

Cirs Arbuckle/Sowman:

That the Minutes of the Long Term Plan Working Group meeting held on 4 March 2021 be ratified.

Carried

ATTENDANCE: Sean Nicholson, Assistant Financial Accountant was present for the following item.

PF&C-0321-319 Financial Report for Council – Period Ended 31 January 2021 F275-002-19

Martin Fletcher, Chief Financial Officer and Sean Nicholson, Assistant Financial Accountant presented Council's financial report for the period ended 31 January 2021.

Major variances between actual and budget were:- Unbudgeted rental income and recoveries received from 22 Queen Street. Roading income is behind budget due to lower development contributions and NZTA roading subsidies (these subsidies are directly correlated to lower roading expenditure both operational and/or capital). It was noted that the current weather conditions are proving ideal to undertake and complete works and this will be reflected in future budgets.

Further major variances identified were unbudgeted funding received from the Ministry of Primary Industries to complete the Molesworth National Wilding Conifer Control Programme. Unbudgeted revenue from the shovel ready projects fund for the new Blenheim Library build. Unbudgeted grant revenue from the Department of Internal Affairs (DIA) for projects throughout sewer, water and stormwater. Lower external interest costs due to the low interest rates and lower capital expenditure in previous years. Internal interest costs are less due to lower capital expenditure last year. The capital budget being behind budget mostly because of issues with land acquisitions, resources consents, contractor availability, design complications and staff capacity.

In regard to Capital Expenditure it was noted that while the programmed work is \$102.8M for the year, only \$65.5M was funded through the annual plan process. This ensures multiple projects can be kept on the go. The latest information received, including an update from Marlborough Roads on the morning of the meeting, indicated a good level of confidence in achieving the funded amount of \$65.5M.

In response to a query regarding the delays in the start-up of the stoat control programme on D'Urville Island, a subsequent update has been provided to members.

Clr Croad/The Mayor:

That Council receive the Financial Report for the period ending 31 January 2021.

Carried

PF&C-0321-320 Information Package -

Cirs Andrews/Brooks:

That the Planning, Finance & Community Information Package dated be received and noted.

Carried

PF&C-0321-321 Decision to Conduct Business with the Public Excluded

Cllrs Taylor/Arbuckle:

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:

- Destination Marlborough Trustee

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
Destination Marlborough Trustee	In order to protect the privacy of natural persons, as provided for under Section 7(2)(a).	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 11.34 am.

Record No: 2162813

5. Committee Reports

5.4 Grants Sub-Committee

Grants Sub-Committee held on 9 March 2021
(Minute No. Grnt-0321-292 to Grnt-0321-295)



**Report and Minutes of a Meeting of the
GRANTS SUB-COMMITTEE**
held in the Committee Room, 15 Seymour Street, Blenheim
on TUESDAY 9 MARCH 2021 commencing at 1.00 pm

Present

Clr Jenny Andrews (Chairperson), Clr Thelma Sowman, Mrs Karen Hartshorne, Mrs Kate Parker, Ms Sally Wadworth, Ms Deborah Dalliessi, Mr Graeme Haymes

In Attendance

Jodie Griffiths (Community Development Support) and Nicole Chauval (Committee Secretary)

Prior to the meeting commencing members participated in a small ceremony to acknowledge the passing of Lyne Reeves who was a long serving Council staff member and valued advisor to the Grants Committee.

Apologies

Mrs Karen Hartshorne/Ms Sally Wadworth:

That the apology for absence from Clr Cynthia Brooks be received and sustained.

Carried

Grnt-0321-292 Declaring an Interest

C150-001-000-01

Committee members were reminded of their responsibilities when allocating the available funding under set criteria, and they were advised of what was expected of them when having an interest in a particular application. The intention of declaring an interest is to ensure that those with an interest have no involvement in the decision making process.

Council's District Secretary's advice is that Committee members, once they have declared an interest, leave the room for that particular application. Members were advised that it is important that it be seen that matters are processed without any influence especially where, for example, there are competing applications; some organisations may not have a representative around the table. The rule needed to be applied strictly for the process to be seen as fair to all concerned.

It was noted that declaring an interest applies to those who are members or honorary members of an organisation and also where it could be perceived that a person has an interest in an organisation.

It was reported that the chairperson would make the final decision if there was dissention.

Mr Graeme Haymes/Mrs Kate Parker:

That the information be received.

Carried

Grnt-0321-293 Process for Decision Making

C150-001-000-01

Committee members' attention was drawn to the process for decision making that had been successfully used by previous Grants Sub-Committees. Members had been asked to familiarise themselves with the process prior to the meeting so that this could be consistently applied when considering grant applications.

Members were advised that at any time when an application is being discussed and a Committee member has declared an interest in, they must leave the room.

Clr Thelma Sowman/Ms Sally Wadworth:

That the information be received.

Carried

Grnt-0321-294 Sport NZ Rural Travel Fund 2020-21 Allocation

C150-001-011-19

Sport NZ had made funding of \$21,303.00 available for rural travel for young people aged between 5-19 years under specific criteria and eligibility conditions. Ten applications were received and all were eligible for consideration. Requests totalled \$33,943.00.

Members raised that some of the applicants had calculated their mileage rates at 70c when it should in fact be calculated at 50c. It was agreed that applicants would be advised that the mileage rate is 50c and that they need to use this rate for future applications.

There was discussion on whether to include the information in the application. It was noted that the information is contained in the criteria and applicants tick that they have read this information. It was agreed that as it is already included in the criteria it is not necessary to include in the application.

As part of this discussion it was suggested that if an application is seeking funding over \$2000 that a break down is provided by the applicant.

Committee members discussed the applications and made the following recommendations:

Organisation	Project Description	Actual
Awatere Rugby Football Club	Travel to rugby games from Ward and Seddon to Blenheim	\$1,600.00
Havelock School	Travel for junior to local competition	\$1,800.00
Picton Football Club	Travel between Picton and Blenheim for 8 junior football teams	\$1,500.00
Queen Charlotte College	Travel for netball, touch rugby, volleyball and tennis teams for local competitions	\$4,403.00
Seddon School	Travel to weekly hockey, touch, rugby & netball competitions	\$3,000.00
Tokomaru Netball Club	Travel for team from Picton & Havelock to Blenheim netball competition	\$1,000.00
Waikawa Bay School	Travel for touch rugby, netball, as part of local competitions	\$2,400.00
Waitaria Bay School	Travel to participate in weekly rugby competition	\$600.00
Waitohi JAB Rugby	Travel for JAB teams to weekly competition	\$2,700.00
Ward School	Travel to weekly touch, tennis & cricket competition	\$2,300.00

Mr Graeme Haymes/Clr Thelma Sowman:

That Council approve the above listed grants to Sport NZ Rural Travel Fund applicants totalling \$21,303.00.

Carried

Grnt-0321-295 Creative Communities NZ Arts Funding Scheme

Allocation 2020-21 – Round 2

C150-001-003-019

The Grants Sub-Committee allocates Creative Communities funding twice a year, with closing dates at the end of February and September each year.

Available funds to allocate for Round 2 totalled \$26,376.00. Nineteen applications were received, all of which were eligible to be considered for funding. It was noted that the requested amount in the agenda was amended subsequent to the agenda being circulated due to an applicant amending the amount they were applying for. The amended application was circulated to members for their consideration. The requested amount following the amendment is \$51,505.96.

Committee members discussed the applications and made the following recommendations:

Organisation	Project Description	Actual
Marlborough District Brass Band	Two Public Concerts	\$2,129.00
Paula Kerslake	Kids School Holiday Art Club <i>(Ms Deborah Dalliessi declared a conflict of interest and withdrew from the meeting.)</i>	\$380.00
Te Taiuhu Performing Arts	Titanic the ballet	\$2,000.00
Blenheim Dancing Society Inc	Blenheim Dancing Society Dance Festival Conditions: Prizes not eligible	\$1,600.00
First Class Brass	Schools' Concerts for primary schools	\$4,000.00
Flaxbourne Settlers Association	Wall Community Hall art project <i>(Ms Deborah Dalliessi declared a conflict of interest and withdrew from the meeting.)</i> Condition: For art materials	\$1,800.00
StageLab	Penny's Dragon	\$900.00
Wanderlust Opera	Love, Linda: The Life of Mrs Cole Porter Condition: For venue hire and marketing.	\$1,900.00
Bohally Intermediate School	Bohally musical production. Atarangi	\$1,900.00
Little Green Man Productions	WONDERLAND GLOW SHOW Condition: For venue hire and marketing.	\$2,000.00
Marlborough Civic Orchestra Inc.	Orchestral Strings Workshops	\$1,800.00
Creative Kids Trust Board	Community Choir - Creative Voice Condition: For venue hire and music therapist.	\$1,567.00
Envirohub Marlborough	Earth Day - Schools Essay Competition Condition: Excludes prizes.	\$1,200.00
Salsa Groove Marlborough	SBK Back to the Roots Festival 2021 Condition: For venue hire and printing.	\$1,200.00
Fairhall School	Climbing Wall Mural Condition: For paint materials and artist's fees.	\$2,000.00
CARE Marlborough	Art of Wellbeing Workshops/Exhibition	Declined
Marlborough Youth Trust	MYT Expression Session NZ Youth Week	Declined
Brain Injury Association Top of the South	Marlborough Youth Trust Mural	Declined
Life Education Trust Marlborough	Watercolour, Wine and Nibbles	Declined

Members requested that on receipt of the Creative Kids Trust Board accountability report that it be circulated to members.

Mr Graeme Haymes/Ms Deborah Dalliessi

That Council approve the above listed grants to Creative Communities NZ Arts Funding Scheme applicants totalling \$26,376.00.

Carried

The meeting closed at 3.00 pm.

Record No: 2150737

6. Resource Hearing Sub-Committee Membership

(The Mayor) (Report prepared by M Porter)

D050-001-R12

Purpose of report

1. To appoint Councillor Thelma Sowman to the Resource Hearing Sub-Committee.

RECOMMENDATION

That Councillor Thelma Sowman be appointed to the Resource Hearing Sub-Committee.

Background/Context

2. In terms of Schedule 7 Clause 30 of the Local Government Act 2002 Council may at any time and from time to time appoint or discharge any member of a Committee with the right existing for a Committee at any time to appoint or discharge any member of a Sub-Committee appointed by that Committee.
3. Currently members of the Resource Hearing Sub-Committee are Councillors Oddie (Chair), Arbuckle, Croad and Fauls with Mayor Leggett.
4. The workload for some members (outside of the Sub-Committee) means that they are not able to provide the time needed now for the anticipated number of hearings that are needed to be set.
5. Councillor Sowman has shown an interest and is keen to join the Sub-Committee. Councillor Sowman has completed the "Making Good Decisions" course with an excellent pass mark.

Author	Mike Porter, Democratic Services Manager
Authoriser	Dean Heiford, Manager Economic, Community & Support Services

7. Review of Representation

(also refer to Attachment 7.1)

(The Mayor) (Report prepared by Dean Heiford / Mike Porter)

D050-004-022-11

Purpose of report

1. To outline the Representation Review process and procedures.
2. To consult with iwi on the issue of a Māori ward.
3. To appoint three councillors (one from each ward), with the Mayor as ex-officio, to undertake the community consultation for the Representation Review.

Executive Summary

4. The report outlines the key timeline, issues and process for the Representation Review.
5. Cllrs Taylor, Hope and Croad have indicated their preparedness to be appointed to undertake the community consultation for the Representation Review. This panel would be assisted by the independent consultant from electionz.com and relevant Council staff.

RECOMMENDATIONS

1. **That Council note the process and procedures for the representation review.**
2. **That Council appoint three (3) councillors (Cllr Nadine Taylor, Cllr Gerald Hope and Cllr David Croad), with the Mayor as ex-officio, to undertake the community consultation for the Representation Review, to be assisted by the independent consultant from electionz.com and Council staff.**

Background

6. As Council last reviewed the method of election and the basis of representation prior to the 2016 triennial election, a review must be completed this year. This year's review must be completed no later than 31 August 2021 with public notice no later than 8 September 2021. The procedure is contained within the Local Electoral Act 2001 (the Act). The review process is **attached** (as **Attachment 7.1**) for information.
7. It is important that the process be commenced well within the deadline so that there is adequate opportunity for public submission. However if there are objections to the proposal, ultimately the Local Government Commission may determine the issue.
8. It should also be noted that if a ward does not meet the fair representation requirements (i.e. population formula), even for the reason that it falls within Council's assertion that it is (or contains) an isolated community pursuant to s19V(2) of the Act, and even if the review does not secure any appeals/objections, the proposal must be referred to the Local Government Commission for determination.
9. Council agreed to the process and the use of a consultant from electionz.com for the Representation Review in September 2020 (refer Minute PF&C-0920-83).
10. The following paragraphs are a basic outline of the key elements of the review.

Legislation

11. The Local Electoral Act 2001 (especially as contained within the Local Electoral Amendment Act 2002) is the main legislation to be used for this review; however, cognisance of the Local Government Act 2002 also needs to be taken.
12. Section 4(1)(a) of the Act provides that one of the principles the Act is designed to implement is the provision of *fair and effective representation for individuals and communities*. This is an underlying principle of this report.
13. The Local Government Act also states under section 3 – *The purpose of this Act is to provide for democratic and effective local government that recognises the diversity of New Zealand communities*.
14. The initial decision that needs to be taken is whether the Council (other than the Mayor) is elected by the electors of the district as a whole or through a ward structure or through a combination of both. From there the ward structure (if any) needs to be identified and the number of members agreed upon.
15. The decision that Council makes will need to be made with consideration to what Council considers is the best for Marlborough taking into account the legislative requirements.
16. Council made its first determination in respect of s19H of the Act in 2003 (for the 2004 triennial election); therefore, reviews need to be completed in six yearly increments, i.e. for the 2010, 2016, 2022 etc. triennial elections.

Population Formula

17. As with previous reviews, the requirement is to use a population formula to determine the number of members to be elected for each ward, except where an isolated community can be argued under Section 19V of the Act.

Fair and Effective Representation

18. In reviewing representation arrangements, Council must provide for 'effective representation of communities of interest' (ss19T and 19U of the Act) and 'fair representation of electors' (s19V of the Act). Therefore, there are three key factors for Council to carefully consider. They are:
 - communities of interest
 - effective representation of communities of interest
 - fair representation of electors.

Māori Wards

19. The establishment of Māori wards or Māori constituencies may be initiated by a resolution passed by a local authority. Council will consult with iwi regarding the establishment of a Māori ward.

Review of Ward Structure

20. Notwithstanding this background, the review process requires Council to reassess its representation and the basis of the election. The criteria for the assessment is set out in section 19T of the Local Electoral Act 2001
21. The separation or identification of the current wards (boundaries) follows generally established groupings with some historical background as well as population, locations, and obviously, geographical/physical characteristics
22. There are a number of options that will become part of the review process.

Community Boards

23. Council must consider whether there should be communities and community boards, and if so resolved, the nature of any community and the structure of any community board.

Option One (Recommended Option)

24. The Marlborough District Council is required to undertake a Representation Review under the Local Electoral Act and its amendments prior to the 2022 Local Government Elections.
25. This was approved under Minute PF&C-0920-83 in September 2020. There is no choice regarding the review but Council can choose the process.
26. Using an independent consultant to undertake and coordinate the review will allow more in depth options to be explored with the community. Having Councillors appointed to the review panel will assist with the community consultation process.
27. Consulting with Iwi on a Māori Ward will assist with the decision making process on this issue.

Advantages

28. Review will reflect the changes in Marlborough's population and demographics.
29. Independent consultant and Councillor Panel will allow current best practise and engagement with the Marlborough community and iwi on the representation review.

Disadvantages

30. The review will be complex when undertaking a first principles approach.
31. The approach recommended will take a lot of resource and time.

Option Two – Status Quo

32. The Marlborough District Council is required to undertake a Representation Review under the Local Electoral Act and its amendments prior to the 2022 Local Government Elections.
33. The current process is Council staff putting up options for the Councillors to review – usually in a workshop environment. The outcome is then advertised to the Marlborough public for submissions.

Advantages

34. This is a simple process which is low cost.

Disadvantages

35. The Marlborough public may not feel included in the decision making process and this may raise submissions both for and against the recommendations.
36. The Local Government Commission may not accept the process and could make alternate recommendations outside of the Council process.

Attachment

Attachment 7.1 – Review Process

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Author	Dean Heiford (Manager Economic, Community and Support Services) and Mike Porter (Democratic Services Manager)
Authoriser	Mark Wheeler (Chief Executive)

Summary of decision-making considerations			
Fit with purpose of local government			
The proposal enables democratic local input into a legislative review required of Council and it is considered good-quality and cost effective.			
Fit with Council policies and strategies			
	<i>Contributes</i>	<i>Detracts</i>	<i>Not applicable</i>
LTP / Annual Plan	◀		
Financial Strategy			◀
Infrastructure Strategy			◀
Social well-being	◀		
Economic development			◀
Environment & RMA Plans			◀
Arts & Culture			◀
3 Waters			◀
Land transport			◀
Parks and reserves			◀
Nature of the decision to be made			
The options do not involve a significant decision in relation to land or a body of water.			
Financial considerations			
The project has been budgeted for in Democratic Services budgets.			
Significance			
The decision is considered of low significance under Council's Significance and Engagement Policy.			
Engagement			
Engagement will occur as part of the review process.			
A communications plan will be developed.			
Risks: Legal / Health & Safety etc			
There are no known significant risks or legal implications as [describe why].			
Climate Change Implications			
There are no known climate change implications to this decision.			

Review Process

- March 2021 – Consider Maori Representation
- To April 2021 – Develop and Discuss Options
- End of May 2021 – Council to approve initial proposal for formal public consultation and public notice
- July/August 2021 – Submissions / Hearings within 6 weeks of the period closing. Final decision and public notice
- September / October 2021 – Close of objections and appeals
- October 2021 – all relevant information to the Local Government Commission
- Prior to 10 April 2022 – Local Government Commission Determination

8. Decision to Conduct Business with the Public Excluded

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)
- Landing Reserve

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 and Reports	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.
Landing Reserve	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.