



Appendices



Council Committees and Members

For this term of Council, the following Committee structure (and membership) was put into place on 17 October 2022. It has three standing committees, a joint committee with Kaikoura District Council, three statutory committees and thirteen sub-committees. Pursuant to Section 41(a)(5) of the Local Government Act 2002 the Mayor is a member of each Committee of Council.

Assets & Services Committee

This Committee is responsible for all infrastructure including roads; road safety (including walking and cycling strategies); parking; sewerage; water; stormwater; rivers and drainage; waste management (including recycling); reserves; halls; cemeteries; public conveniences; and civil defence and emergency management.

Clr David Croad – Chairperson

Clr Jonathan Rosene - Deputy
Clr Scott Adams
Clr Sally Arbuckle
Clr Deborah Dalliessi
Clr Brian Dawson
Clr Matt Flight
Mayor Nadine Taylor
Iwi representative – to be advised

Civil Defence Emergency Management Group (Statutory Committee)

The delegation to act as this Group (formed in accordance with the Civil Defence and Emergency Management Act 2002) is given to the Assets and Services Committee. The Assets and Services Committee (acting as the Group) is responsible for overseeing the development, maintenance, monitoring and evaluation, and implementation of the Group Plan required by section 17(1)(i) of the Civil Defence and Emergency Management Act 2002.

Clr David Croad – Chairperson

Clr Jonathan Rosene - Deputy
Clr Scott Adams
Clr Sally Arbuckle
Clr Deborah Dalliessi
Clr Brian Dawson
Clr Matt Flight
Mayor Nadine Taylor
Iwi representative – to be advised

Regional Transport Committee (Statutory Committee)

This Committee prepares for approval by Council the Regional Land Transport Plan [the Plan], or any variations to the Plan and provides Council with any advice and assistance in relation to its transport responsibilities. The Committee must adopt a policy that determines significance in respect of variations made to the Plan (under s18D of the Land Transport Management Act 2003 [the Act]) and the activities that are included in the Plan (under s16 of the Act). Membership of the Committee (refer s105 of the Act) is limited to four persons representing Council; and one person representing the New Zealand Transport Agency.

Clr Brian Dawson – Chairperson

Clr Scott Adams
Clr David Croad
Clr Jonathan Rosene
New Zealand Transport Agency
representative – Emma Speight

Road Naming Sub-Committee

The focus of this Sub-Committee is the naming of Marlborough's roads.

Clr Deborah Dalliessi – Chairperson

Clr Sally Arbuckle
Clr Brian Dawson
Iwi Representative – to be advised

Economic, Finance & Community Committee

This Committee is responsible for the implementation of Growing Marlborough and 'Smart and Connected' Economic Development Strategies; CBD and Small Township Revitalisation programmes; Destination

Marlborough; Picton Forum; Sounds Advisory Group; Long Term Plan; Annual Plan; Annual Report; audit issues; Council subsidiaries; risk management; community and social issues; youth, elderly and access issues; culture and heritage; social policies (ie; gaming, local alcohol and psychoactive substances policies); grants and donations; sister cities; libraries; customer services; democratic process; general administration; health and safety; and property management.

Clr Jamie Arbuckle – Chairperson

Clr Brian Dawson – Deputy
Clr Scott Adams
Clr Sally Arbuckle
Clr Allanah Burgess
Clr David Croad
Clr Deborah Dalliessi
Clr Raylene Innes
Clr Barbara Faulls
Clr Matt Flight
Clr Gerald Hope
Clr Ben Minehan
Clr Jonathan Rosene
Clr Thelma Sowman
Mayor Nadine Taylor
Iwi representative – to be advised

Audit and Risk Sub-Committee

The focus of this Sub-Committee is to oversee the audit of Council's Annual Report and Annual/Long Term Plan and consider and report as necessary on the findings of any audit management report.

Ian Marshall CA (Independent External Member) – Chairperson

Mayor Nadine Taylor
Clr Jamie Arbuckle
Clr David Croad
Clr Brian Dawson
Clr Jonathan Rosene

CBD & Parking Sub-Committee

The focus of this Sub-Committee is issues related to Blenheim CBD and parking in Marlborough.

Mayor Nadine Taylor (Chairperson)

Clr Jamie Arbuckle
Clr David Croad
Clr Brian Dawson
Clr Jonathan Rosene

Commercial Events Fund Sub-Committee

This Sub-Committee evaluates and approves the funding applications for the Commercial Events Fund.

Clr Jamie Arbuckle – Chairperson

Clr Brian Dawson
Clr Barbara Faulls
Clr Matt Flight
Clr Raylene Innes

Conduct Review Committee

This Committee is established per the Code of Conduct. The Committee manages compliance with the Code of Conduct and with any statutory obligations.

Independent Member (Chairperson) – to be appointed

Mayor Nadine Taylor
Clr David Croad
Clr Gerald Hope
Clr Thelma Sowman

District Licensing Committee (Statutory Committee)

This Committee considers and determines applications, pursuant to the Sale and Supply of Alcohol Act 2012 [the Act], for: licences and manager's certificates; renewals of licences and manager's certificates; temporary authorities to carry on the sale and supply of alcohol in accordance with s136 of the Act; the variation, suspension, or cancellation of special licences; the variation of licences (other than special licences) unless the application is brought under s280 of the Act; with the leave of the chairperson for the licensing authority, to refer applications to the licensing authority; and conduct inquiries and to make reports as may be required of it by the licensing authority under s175 of the Act. This Committee is also responsible for hearing and deciding on applications to Council's Gambling Venue Policy pursuant to the Gambling Act 2003.

John Leggett (Independent Commissioner) – Chairperson

Two members appointed by the Independent Commissioner from the following:
Mayor Nadine Taylor – Deputy
Members from Council/Community – to be advised

Grants Sub-Committee

This Sub-Committee carries out Council's partnership with Creative New Zealand and SPARC (Sport and Recreation New Zealand) to ensure local arts funding and rural travel funding are available to the Marlborough area. The Sub-Committee has delegated authority for the allocation of funds under both schemes. In addition the Sub-Committee has delegated authority for consideration of Marlborough District Council Community Grants and Council's Arts and Heritage Grants, with recommendations being made to Council for consideration.

Clr Thelma Sowman – Chairperson

Clr Sally Arbuckle
Clr Allanah Burgess
Sports Trust appointee
Arts Sector appointee
Community representatives (4)
Iwi representatives (2)

Housing for Seniors Sub-Committee

The focus of this Sub-Committee is Council's Housing for Seniors portfolio.

Clr David Croad – Chairperson

Clr Jamie Arbuckle
Clr Deborah Dalliessi
Clr Matt Flight
Clr Raylene Innes
Community representative – Brian Ross

LTP Working Group

The focus of this Working Group is the 2024-2034 Long Term Plan.

Clr Jamie Arbuckle – Chairperson

Clr Scott Adams
Clr David Croad
Clr Brian Dawson
Clr Barbara Faulls
Clr Gerald Hope
Clr Raylene Innes
Mayor Nadine Taylor

Marlborough Regional Forestry (Joint Committee)

Council owns 88.62% of the forestry estate and Kaikoura District Council owns the remaining 11.38%. The primary aim of production forest management is to create a resource that will

maximise utilisation and provide the best financial return from the predominantly radiata pine forests.

Clr Gerald Hope – Chairperson

Clr Scott Adams
Kaikoura District Council representative
Forestry representative – Megan McKendry

Sister City Sub-Committee

This Sub-Committee manages Council's Sister City activities and strives to involve greater community participation and sponsorship in the programme.

Clr Jonathan Rosene – Chairperson

Clr Sally Arbuckle
Clr Deborah Dalliessi
Community representatives (5)

Council has two sister cities, Tendo and Otari in Japan, and a sister region with Ningxia in China.

Small Townships Programme Sub-Committee

This Sub-Committee has delegated authority to develop criteria to assess project prioritisation using the Smart and Connected framework; approve all Small Township Fund projects; and monitor implementation of all Small Township Fund projects.

Clr Barbara Faulls – Chairperson

Clr Scott Adams
Clr Sally Arbuckle
Clr Ben Minehan

Youth Sub-Committee

This focus of this Sub-Committee is issues related to youth in the community.

Mayor Nadine Taylor – Chairperson

Clr Allanah Burgess
Clr Jonathan Rosene

Environment & Planning Committee

This Committee is responsible for environmental science and monitoring; monitoring of consents; enforcement and prosecution policies;

biosecurity; animal control; building control; resource consent processing; dangerous goods; fencing of swimming pools; food and health monitoring; harbour management; and the Marlborough Environment Plan.

Clr Gerald Hope – Chairperson

Clr Barbara Faulls – Deputy
Clr Jamie Arbuckle
Clr Allanah Burgess
Clr Raylene Innes
Clr Ben Minehan
Clr Thelma Sowman
Mayor Nadine Taylor
Iwi representative – to be advised
Rural representative – to be advised

Animal Control Sub-Committee

This Sub-Committee has responsibility for animal control including administration and dealing with any right of objection to Council in terms of the Dog Control Act 1996.

Clr Barbara Faulls – Chairperson

Clr Ben Minehan
Clr Thelma Sowman

Climate Change Sub-Committee

The focus of this Sub-Committee is issues related to climate change.

Clr Gerald Hope – Chairperson

Clr Jamie Arbuckle
Clr Allanah Burgess
Clr Raylene Innes

Hearing Sub-Committee

This Committee makes decisions on applications for resource consents (each consent is heard by a committee made up of a chairperson and two members).

Clr Jamie Arbuckle – Chairperson

Clr Allanah Burgess
Clr Barbara Faulls
Clr Raylene Innes
Clr Ben Minehan
Clr Thelma Sowman

Working for Nature Grants Sub-Committee

This Sub-Committee allocates Working for Nature Grants.

Clr Ben Minehan – Chairperson

Clr Allanah Burgess
Clr Gerald Hope

Appointment of Councillors and Staff to Subsidiaries

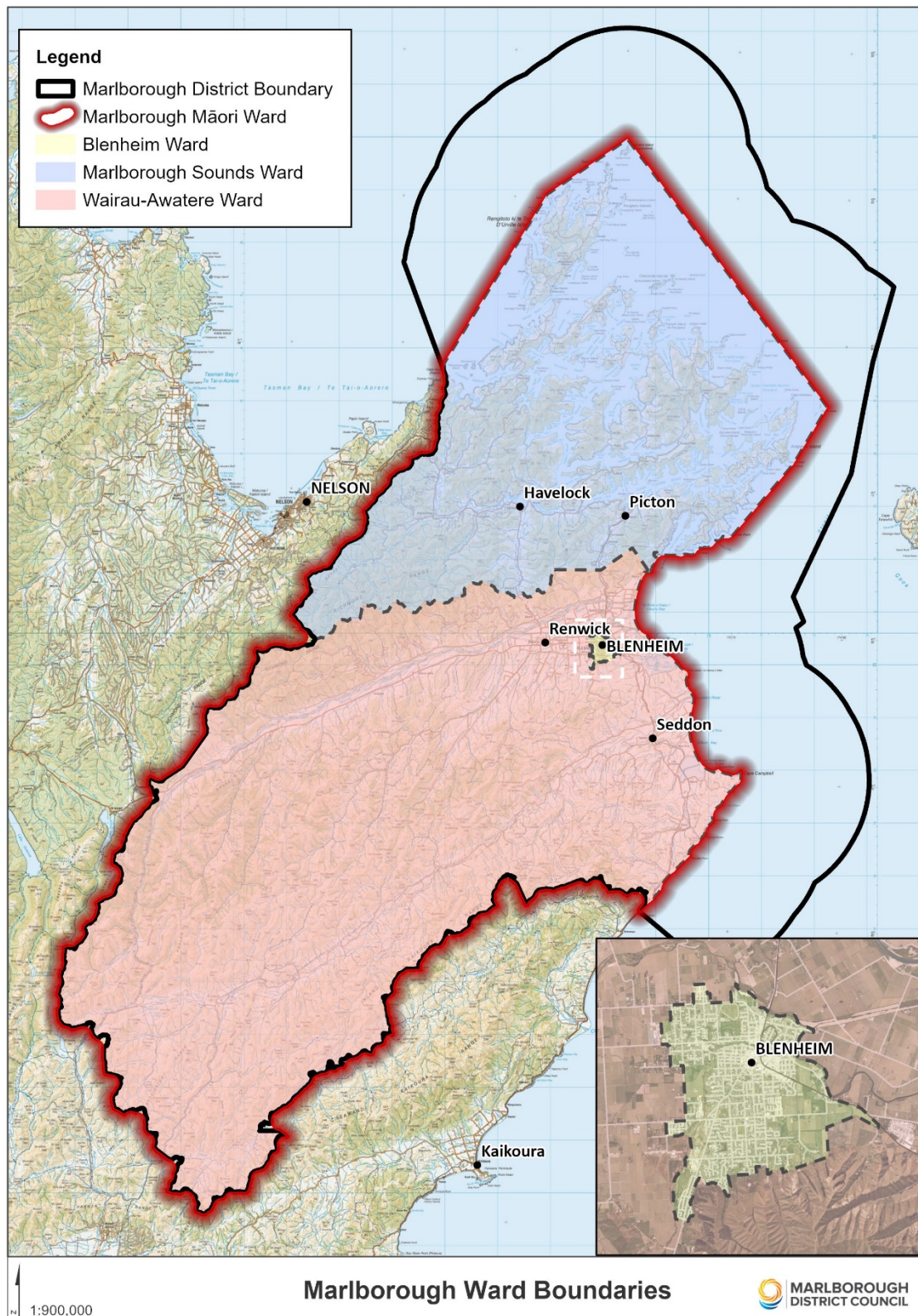
MDC Holdings Limited and Marlborough Airport Limited

Mayor Nadine Taylor – Director
Chief Executive – Mark Wheeler – Director
Chair of Economic, Finance and Community Committee (Clr Jamie Arbuckle) – Director,
Clr David Croad – Director

Port Marlborough NZ Limited

Chief Financial Officer – Martin Fletcher – Director

Ward Boundaries



MDC Directory

Contact Details

PO Box 443, Blenheim 7240

Telephone: (03) 520 7400

Email: mdc@marlborough.govt.nz

Web: www.marlborough.govt.nz

Addresses

District Administration Building

15 Seymour Street, Blenheim 7201

Picton Service Delivery Centre (includes Library)

2 Dublin Street, Picton 7220

Harbour Control

Mariner's Mall, Picton

Marlborough Library

15 High Street, Blenheim

Works and Operations Depot

Wither Road, Blenheim

Reserves Depot

Pollard Park, Blenheim

Bankers

Bank of New Zealand, Blenheim

Westpac, Blenheim

Auditor

Julian Tan, Audit New Zealand, Wellington on behalf of the Auditor General

General Statistics

Population (Census count June 2018) 48,700

District Area 17,517 square kilometres

as at 30 June 2022

Rateable Land Value \$11,605,092,350

Rateable Capital Value \$23,303,722,810

Number of Rate Assessments 27,034

as at 30 June 2021

Rateable Land Value \$11,528,319,750

Rateable Capital Value \$23,071,023,210

Number of Rate Assessments 26,728

Forecast Number of Total Rateable Properties

Forecast growth in the number of rateable properties has been based on the projection of 170 units per annum in the Development Contributions Policy.

Council Staff Structure

Mark Wheeler

Chief Executive

Martin Fletcher

Chief Financial Officer

- Finance and Accounting
- Financial Performance (overall)
- Functional Reviews
- Funding Policy
- Marlborough Regional Forestry
- Policy Issues
- Strategic Planning
- Subsidiaries
- Treasury Management

Stacey Young

Chief Information Officer & Manager It Department

- Corporate Systems
- Cybersecurity and Infrastructure
- Digital Service Delivery
- Information and Data Governance and Management
- Information Technology
- Land Information Memorandums
- Records
- Web and Digital Services

Robert Foitzik

General Counsel

- Contracts and Procurement Management
- Corporate Legal Services
- Council Solicitor
- Employment Relations Advice
- External Legal Providers
- Legislative Compliance
- Other LGOIMA Requests
- Privacy Officer
- Disclosure Officer
- Risk and Insurance

Dean Heiford

Manager Economic, Community & Support Services Department

- Arts, Culture and Heritage
- Community Partnerships
- Corporate Issues
- Customer Service Centres
- Democratic Process
- Economic Development
- General Administration
- Grants and Donations
- Libraries
- Local Elections
- Marlborough Award
- Marlborough Airport Ltd
- Office Services
- People and Capability
- Regional Events
- Regional Tourism
- Sister Cities

Glyn Walters

Communications Manager

- Communications and Engagement
- Council News Publishing
- Emergency Public Information
- Internal Communications
- Media Relations
- Social Media, Photography and Videography

Hara Adams

Kaihautū (Māori Partnerships)

- Strategic direction
- Capability, Systems and Processes
- Strategic Relationships
- Māori participation in decision-making

Jamie Lyall

Manager Property & Community Facilities Department

- Cemeteries
- Central Business District
- Civic Projects
- Commercial Development
- Halls and Museums
- Parking
- Parks and Open Spaces
- Property
- Public Conveniences
- Senior Housing
- Small Townships
- Sports Parks
- Strategic Acquisitions
- Swimming Pools

Richard Coningham

Manager Assets & Services Department

- Civil Defence and Emergency Management
- Climate Change
- Land Transport
- Recycling
- Rivers and Drainage
- Sewerage
- Stormwater
- Waste Management
- Water

Gina Ferguson

Consents & Compliance Group Manager

- Animal Control
- Alcohol Licensing
- Building Control
- Compliance, Monitoring and Enforcement
- Environmental Health
- Hazardous Substances and New Organisms
- Noise Control
- Pollution Response
- Resource Consents

Hans Versteegh

Environmental Science & Policy Group Manager

- Biosecurity (Animal and Plant Pests)
- Environmental Monitoring
- Environmental Policy
- Environmental Science
- Flood Forecasting
- Harbours

Glossary of Terms

Accruals

Expenses incurred during the current year for which invoices have not yet been processed.

Activity

A good or service provided by, or on behalf of, a local authority or a Council-controlled organisation eg: water supply, transport networks.

Allotment

Has the meaning given to it in S218(2) of the Resource Management Act 1991.

Allotment Area

Is the total land area of an allotment.

AP 2023-24

The revised budget for the 2023-24 year.

Applicant

Is the person/persons that apply for resource consent, building consent or service connection.

Asset Management Plan

Council documents outlining how each main asset class will be managed, upgraded and expanded as required.

Asset Sales

Refers to the sale of MDC assets eg: cars, property.

Borrowings

The amount of external loans.

Capital Expenditure

The cost of capital works for network infrastructure, reserves and community infrastructure and other assets.

Catchment

The area served by a particular infrastructure investment.

Charge

These are referred to in the Local Government (Rating) Act 2002 as targeted rates and are calculated as a fixed amount per rating unit.

Commercial

Any activity involving commercial transactions, or providing commercial or administrative services, and includes, non-school activities, offices and banks; but excludes premises or activities involving industrial manufacture or production and retail trade.

Community Facilities

Reserves, network infrastructure, or community infrastructure for which development contributions may be required in accordance with S199 of the Local Government Act 2002.

Community Infrastructure

The following assets when owned, operated or controlled by a territorial authority:

- (a) Community centres or halls for the use of a local community or neighbourhood and the land on which they are or will be situated.
- (b) Play equipment that is located on a neighbourhood reserve.
- (c) Toilets for use by the public.

Community Outcomes

The outcomes that a local authority aims to achieve in meeting the current and future needs of communities for good quality local infrastructure, local public services and performance of regulatory functions.

CV

Capital value.

Departmental Management

Allocation of Departmental Manager costs to activities.

Development

- (a) Any subdivision, building (as defined in section 8 of the Building Act 2004), land use, or work that generates a demand for reserves, network infrastructure, or community infrastructure; but
- (b) Does not include the pipes or lines of a network utility operator.
- (c) Toilets for use by public.

Development Contribution

A contribution:

- (a) provided for in a development contributions policy included in the LTP of a territorial authority; and
- (b) calculated in accordance with the methodology; and comprising-
 - (i) money; or
 - (ii) land, including a reserve or esplanade reserve (other than in relation to a subdivision consent), but excluding Māori land within the meaning of Te Ture Whenua Māori Act 1993, unless that Act provides otherwise; or
 - (iii) both.

Development Contributions Policy

The policy on development contributions adopted under section 102(1).

District

The district of a territorial authority.

District Plan

The District Plan of Marlborough District Council.

District-Wide

Applies to every property in the district.

Equity

Represents the net worth of the MDC if all assets were sold for the values recorded and the liabilities were extinguished.

Financial Contributions

Has the same meaning as financial contributions in S108(9)(a)-(c) of the Resource Management Act 1991.

Financial Strategy

Council's Financial Strategy included in the LTP.

FY

Financial year.

General Revenues Applied

Share of revenues generated by Council as a whole as compared to a specific activity eg: interest and dividends.

Geographic Areas

The district is divided up into six geographic areas for the purpose of funding general works and services. The geographic areas are Blenheim, Blenheim Vicinity, Picton, Picton Vicinity, General Rural and Sounds Admin Rural.

Goods and Services Tax (GST)

Goods and services tax under the Goods and Services Tax Act 1985.

Greenfields Area

Are defined as those areas where building capacity exists on the perimeter of the city.

Gross Floor Area (GFA)

For the purposes of development contributions, the sum of the area of all floors of all buildings on any site measured from the exterior faces of the exterior walls, or from the centre lines of walls separating two abutting buildings but excluding:

- carparking;
- loading docks;
- vehicle access and manoeuvring areas/ramps;
- plant and equipment enclosures on the roof;
- service station canopies;
- pedestrian circulation space in an enclosed retail shopping centre;
- any foyer/Lobby or a primary means of access to an enclosed retail shopping centre, which is accessed directly from a public place.

Household Equivalent Unit (HEU)

An average residential dwelling occupied by a household of average size.

Impervious Surface Area

For the purpose of development contribution Impervious Surface Area (ISA) means the area of any site which is not capable of absorbing water and includes any area which:

- falls within the definition of coverage;
- is covered by decks;
- is occupied by swimming pools;
- is used for parking, manoeuvring or loading of motor vehicles;
- is paved with a continuous surface with a run-off coefficient of greater than 0.45.

Increase (Decrease) in Reserves

Increase in reserves are generally surpluses on operations. Decrease from reserves assist to fund capital expenditure.

Industrial

Means:

- (a) any premises used for any industrial or trade purposes; or
- (b) any premises used for the storage, transfer, treatment, or disposal of waste materials or for other waste-management purposes, or used for composting organic materials; or
- (c) any other premises from which containment is discharged in connection with any other industrial or trade process; or
- (d) any activity where people use materials and physical effort to:
 - extract or convert natural resources;
 - produce goods or energy from natural or converted resources;
 - repair goods;
 - store goods. (ensuing from an industrial process).

Infrastructural Assets

Fixed assets that are not generally regarded as tradable and which provide a continuing service to the community - such as reserves and parks, toilets, memorials, roads, bridges and wharves, water and sewerage schemes.

Infrastructure Strategy

Council's Strategy setting out the principal long term (30 years) infrastructure requirements of the District.

LGA

The Local Government Act 2002.

LIDAR

A remote sensing method to measure the land surface area.

Loans/Debt

The raising of internal loans for capital items, such as a sewerage or water scheme.

Local Authority

A regional council or territorial authority.

LTP

2021-31 Long Term Plan.

LV

Land value.

MEP

The Marlborough Environment Plan

Network Infrastructure

The provision of roads and other transport, water, wastewater, and stormwater collection and management.

Network Utility Operator

Has the meaning given to it by section 166 of the RMA.

Non-Residential Development

Any activity in a non-residentially zoned area, excluding rural areas, or where the predominant activity is not residential or rural.

Operational Assets

Tangible assets that are generally regarded as tradable, such as buildings and improvements, library books, office equipment, plant and machinery, land and forestry crops.

Other Revenue

Revenue specifically generated by the activity.

Overhead Allocation

The allocation of Customer Services, Office Services, Human Resources, General Management, Information Management Services and Corporate Finance net costs.

PMEP

The Proposed Marlborough Environment Plan

Prepayments

Amounts paid to creditors by the MDC in the current year that relate to future years.

Property Value

For rating purposes this refers to either the "land" or "capital" value of a property.

Public Debt

The amount of borrowed funds that the MDC owes to external parties.

Public Equity

Represents the net worth of the MDC if all assets were sold for the values recorded and the liabilities were extinguished.

Rate/Rates

The Local Government (Rating) Act 2002 defines Rate –

- (a) means a general rate, a targeted rate, or a uniform annual general charge that is set in accordance with subpart 2 of Part 1; and
- (b) includes a penalty added to a rate in accordance with section 58; but
- (c) does not include a lump sum contribution.

Residential Development

Any activity in a residentially zoned area or where the predominant activity is not non-residential or rural.

Resource Management Plan

The Wairau/Awatere Resource Management Plan and the Marlborough Sounds Resource Management Plan.

RMA

The Resource Management Act 1991.

Section Management

Allocation of Section Manager costs when they are responsible for more than one activity.

Service Catchment

The same as catchment.

Service Connection

A physical connection to a service provided by, or on behalf of, a territorial authority.

Statement of Cashflows

Describes the cash effect of transactions and is broken down into three components: operating, investing and financing activities.

Statement of Comprehensive Revenue and Expense

Can also be referred to as the Income Statement, Profit and Loss Statement, or the

Operating Statement. It shows the financial results of various MDC activities at the end of each period as either a surplus or deficit. It does not include asset purchases or disposals.

Statement of Financial Position

Shows the assets, liability and equity at the end of each period. It can also be referred to as the Balance Sheet.

Subdivision

Has the same meaning as section 218 of the Resource Management Act 1991.

Subsidies

Amounts received from other agencies for the provision of services, eg: NZTA roading subsidies.

Third Party Funds

Funding or subsidy, either in full or in part, from a third party eg: subsidies for the roading network.

Transfer to/from Reserves and Capex transfer from Reserves

Transfers of funds to reserves are generally surpluses on operations. Transfers from reserves assist to fund projects/expenditure that meet the purpose of the reserve. Capex transfers from reserves assist to fund capital expenditure.

Unit of Demand

The measure of demand for community facilities.

User Charges

The charges levied for use of MDC services eg: building consent fees, health inspections.

Working Capital

This is the remainder left when the value of current liabilities is deducted from the value of current assets. It is a measure used to indicate the short-term solvency of an entity.