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**MARLBOROUGH  
DISTRICT COUNCIL**

13 September 2024

Record No: 24216924  
File Ref: D050-001-02  
Ask For: Mike Porter

## **Notice of Council Meeting – Thursday, 19 September 2024**

Notice of the Council Meeting to be held in the Council Chambers, 15 Seymour Street, Blenheim on Thursday, 19 September 2024 to commence at 9.00 am.

### **BUSINESS**

As per Order Paper attached.

**JOHN BOSWELL**  
**CHIEF EXECUTIVE**



**Order Paper for the  
COUNCIL MEETING  
to be held in the Council Chambers, 15 Seymour Street, Blenheim  
on THURSDAY, 19 SEPTEMBER 2024 commencing at 9.00 am**

**Open Meeting**

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## Marlborough District Council

Order Paper for the  
**COUNCIL MEETING**  
to be held in the Council Chambers, 15 Seymour Street, Blenheim  
on THURSDAY, 19 SEPTEMBER 2024 commencing at 9.00 am

### 1. Karakia

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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

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### 3. Declaration of Interests

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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**

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- 4.1 Confirmation of the Minutes of the Council Meeting held on 31 July 2024  
(Minute Nos. Cncl-0724-48 to Cncl-0724-58)



**Minutes of a Meeting of the  
Marlborough District Council  
held in the Council Chambers, 15 Seymour Street, Blenheim  
on WEDNESDAY 31 JULY 2024 commencing at 9.00 am**

**Present**

The Mayor N P Taylor (in the Chair), Cllrs S R W Adams, S J Arbuckle, J D N Croad, D A Dalliessi (from 9.34 am), B G Dawson, B A Fauls, G A Hope, R J Innes, B J Minehan and T P Sowman.

**Present via Teams**

Clr J C Rosene (from 9.25 am).

**In Attendance**

Messrs M S Wheeler (Chief Executive), A J Lyall (Property & Community Facilities Manager) and M J Porter (Democratic Services Manager).

**Karakia**

The meeting opened with a karakia.

**Apologies**

**Cllrs Croad/Dawson:**

**That the apologies for absence from Cllrs J A Arbuckle, A R Burgess and M R K Flight, and the apology for lateness from Clr D A Dalliessi be received and sustained.**

**Carried**

**Cncl-0724-48 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-0524-402;
- The various interests as declared under Minute Nos. Cncl-0624-411; and
- The various interests as declared under Minute No. E&P-0724-15 (Minute Nos. E&P-0724-21, E&P-0724-22 and E&P-0724-26 refer).

**Cncl-0724-49 Introduction of Additional Item -**

**Cllrs Adams/Hope:**

**That the following additional item be considered for reason of the urgent nature of the business and insufficient time being available to include the item on the original Agenda and Meeting Notice.**

**In Open Meeting:**

- **Confirmation of Minutes of the Regional Transport Committee Meeting held on Tuesday 30 July 2024**

**Carried**

**Cncl-0724-50 Introduction of Additional Item -**

**Cllrs Croad/Minehan:**

That the following additional item be considered for reason of the urgent nature of the business and insufficient time being available to include the item on the original Agenda and Meeting Notice.

**In Public Excluded:**

- Confirmation of Public Excluded Minutes of the Housing for Seniors Sub-Committee Meeting held on Tuesday 23 July 2024

Carried

**Cncl-0724-51 Confirmation of Minutes -**

**The Mayor/Cllr Croad:**

That the Minutes of the Council Meeting held on 16 May 2024 (Minute Nos. Cncl-0524-402 to Cncl-0524-409) be taken as read and confirmed.

Carried

**Cncl-0724-52 Confirmation of Minutes -**

Some minor edits were noted, which staff have corrected.

**The Mayor/Cllr Croad:**

That the Minutes of the Council Meeting held on 24 June 2024 (Minute Nos. Cncl-0624-411 to Cncl-0624-418) be taken as read and confirmed.

Carried

**Cncl-0724-53 Confirmation of Minutes -**

**The Mayor/Cllr Croad:**

That the Minutes of the Extraordinary Council Meeting held on 11 July 2024 (Minute Nos. Cncl-0724-13 to Cncl-0724-14) be taken as read and confirmed.

Carried

**Committee Reports**

**Cncl-0724-54 Economic, Finance & Community Committee -**

**Cllrs Croad/S Arbuckle:**

That the Committee report contained within Minute Nos. EFC-0624-419 to EFC-0624-429 be received and the recommendations adopted.

Carried

**Cncl-0724-55 Assets & Services Committee -**

**Cllrs Dawson/Adams:**

That the Committee report contained within Minute Nos. A&S-0724-1 to A&S-0724-12 be received and the recommendations adopted.

Carried

**Cncl-0724-56 Environment & Planning Committee -**

Cirs Hope/Innes:

That the Committee report contained within Minute Nos. E&P-0724-15 to E&P-0724-31 be received and the recommendations adopted.

Carried

**Cncl-0724-57 Regional Transport Committee -**

Cirs Adams/Dawson:

That the Committee report contained within Minute Nos. RTC-0724-45 to RTC-0724-47 be received and the recommendations adopted.

Carried

**Cncl-0724-58 Decision to Conduct Business with the Public Excluded -**

The Mayor/Cir Croad:

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)
- Property Sale
- Property Administration

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.
Property Sale Property Administration	To enable the Council, as holder of the information, to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) provided for under Section 7(2)(i)	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under Section 7 of the Local Government Official Information and Meetings Act 1987.

Carried

The meeting closed with a karakia at 10.43 am.

Confirmed this 19<sup>th</sup> day of September 2024

N P TAYLOR  
**MAYOR**

Record No. 24198663



## **4. Minutes**

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- 4.2 Confirmation of the Minutes of the Emergency Council Meeting held on 2 September 2024  
(Minute Nos. Cncl-0924-86 to Cncl-0924-88)



**Minutes of the  
EMERGENCY MEETING of the MARLBOROUGH DISTRICT COUNCIL  
held in the Council Chambers and via Teams, 15 Seymour Street, Blenheim  
on MONDAY 2 SEPTEMBER 2024 commencing at 8.30 am**

**Present**

The Mayor N P Taylor (in the Chair), Clrs S R W Adams (from 8.38 am), A R Burgess, J D N Croad, D A Dalliessi, B G Dawson, B A Faulls, M R K Flight, G A Hope, R J Innes, B J Minehan and T P Sowman.

**Present via Teams**

Clrs J A Arbuckle and S J Arbuckle,.

**In Attendance**

Messrs J R Boswell (Chief Executive), G K Blake (Chief Financial Officer) and M J Porter (Democratic Services Manager).

**Karakia**

The meeting opened with a karakia from Clr Burgess.

**Apologies**

**The Mayor/Clr Flight:**

**That the apology for absence from Clr J C Rosene and the apology for lateness from Clr S R W Adams be received and sustained.**

**Carried**

**Cncl-0924-86 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.

**Cncl-0924-87 Adoption of the 2024-34 Long Term Plan**

**F230-L24-03**

The Mayor welcomed everybody and introduced the purpose of the meeting as per the Agenda. The Mayor acknowledged the Marlborough Sounds Councillors who were in front of their community in relation to the Marlborough Sounds Future Access Study project. The Mayor also acknowledged staff, especially Steve Murrin, Neil Henry, Martin Fletcher, Geoff Blake, Heather Graham and the Finance Team for their work on this project. The Mayor thanked Ian Marshall, the Finance Team and other staff who had worked on this year's Long Term Plan.

Members noted that the purpose of the report was to adopt the final Long Term Plan document for the period 1 July 2024 to 30 June 2034. The document (filed in CM – Record No. 24210818) was separately circulated to members and placed on Council's website prior to the meeting.

Both Mr Blake and Mr Marshall spoke on the qualified audit opinion. There were two qualifications relating to the Three Waters asset renewals forecast and not using, for the purposes of forecasting future costs in the LTP, the most recent Local Cost Index Inflation data which was issued in late July 2024. In addition the audit opinion included an emphasis of matter paragraph relating to the timing of the NZTA funding of the Marlborough Sounds roads.

Mr Marshall advised that in his capacity as Chair of the Audit & Risk Sub-Committee he recommended that Council formally adopt the 2024-34 Long Term Plan.

Members commended the quality work and professionalism all involved in the Long Term Plan process had shown.

**Cirs Croad/Dawson:**

1. That Council notes the financial benchmark variations identified below, and
2. That Council receives the qualified audit opinion issued by Audit NZ, and
3. That Council adopts the audited Long Term Plan for the period 1 July 2024 to 30 June 2034.

**Carried**

### **Cncl-0924-88      Setting of Rates for the 2024-25 Financial Year**

**F270-25-01**

Members noted that the purpose of the report was to set the rates and charges for the financial year commencing on 1 July 2024 and ending on 30 June 2025.

**The Mayor/Clr Croad:**

**That the Marlborough District Council set the rates and charges, as set out in the schedule hereto, under the Local Government Act 2002 and the Local Government (Rating) Act 2002, on rating units in the District for the financial year commencing on 1 July 2024 and ending on 30 June 2025:**

### **Setting of Rates for the 2024-25 Financial Year**

That the Marlborough District Council set the following rates under the Local Government Act 2002 and the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing on 1 July 2024 and ending on 30 June 2025.

### **Marlborough District Council**

GST has been calculated on the basis of 15% for the year. The rates below are GST inclusive.

### **TARGETED GENERAL TYPE RATES**

#### **1. Geographic Area General Works and Services Rates**

General Works and Services Rates are set differentially for six geographic areas, depending on where the land is situated.

Within each geographic area, the rating units are further differentiated into categories of rateable land in accordance with the use to which the land is put i.e. Residential or rural, commercial or industrial and homestay or farmstay.

Rating units may be partitioned by Council where there are two or more land uses that fit into different differential rating categories.

These rates fund the “*Geographic Area’s Rate Component*” of the net cost of operations, capital expenditure and debt servicing cost, after making provision for targeted rates and charges, general revenue, and utilisation of various reserves.

A Geographic Area General Works and Services Rate pursuant to Sections 16 and 17 of the Local Government (Rating) Act 2002 and Schedule 2 of that Act, based on the rateable land value of all rating units in the District, to be set and assessed differentially for one or more of the following categories of rateable land -

- **Blenheim Geographic Area (BM)**
  - 1171 Blenheim rating units with a residential or rural land use – 0.268471 cents in the dollar.
  - 1172 Blenheim rating units with a commercial or industrial land use – 0.837310 cents in the dollar.
  - 1173 Blenheim rating units with a homestay or farmstay type land use occurring on a residential or rural rating unit where a Building Act consent and/or Resource consent is required – 0.410681 cents in the dollar.
  
- **Blenheim Vicinity Geographic Area (BV)**
  - 1191 Blenheim Vicinity rating units with a residential or rural land use – 0.204064 cents in the dollar.
  - 1192 Blenheim Vicinity rating units with a commercial or industrial land use – 0.415979 cents in the dollar.
  - 1193 Blenheim Vicinity rating units with a homestay or farmstay type land use occurring on a residential or rural rating unit where a Building Act consent and/or Resource consent is required – 0.257046 cents in the dollar.
  
- **Picton Geographic Area (PN)**
  - 1211 Picton rating units with a residential or rural land use – 0.323125 cents in the dollar.
  - 1212 Picton rating units with a commercial or industrial land use – 0.651222 cents in the dollar.
  - 1213 Picton rating units with a homestay or farmstay type land use occurring on a residential or rural rating unit where a Building Act consent and/or Resource consent is required – 0.405153 cents in the dollar.
  
- **Picton Vicinity Geographic Area (PV)**
  - 1231 Picton Vicinity rating units with a residential or rural land use – 0.185391 cents in the dollar.
  - 1232 Picton Vicinity rating units with a commercial or industrial land use – 0.408643 cents in the dollar.
  - 1233 Picton Vicinity rating units with a homestay or farmstay type land use occurring on a residential or rural rating unit where a Building Act consent and/or Resource consent is required – 0.241208 cents in the dollar.
  
- **General Rural Geographic Area (GR)**
  - 1251 General Rural rating units with a residential or rural land use – 0.207703 cents in the dollar.
  - 1252 General Rural rating units with a commercial or industrial land use – 0.355778 cents in the dollar.

1253 General Rural rating units with a homestay or farmstay type land use occurring on a residential or rural rating unit where a Building Act consent and/or Resource consent is required – 0.244721 cents in the dollar.

- **Sounds Admin Rural Geographic Area (AR)**

1271 Sounds Admin Rural rating units with a residential or rural land use – 0.108814 cents in the dollar.

1272 Sounds Admin Rural rating units with a commercial or industrial land use – 0.215411 cents in the dollar.

1273 Sounds Admin Rural rating units with a homestay or farmstay land use occurring on a residential or rural rating unit where a Building Act consent and/or Resource consent is required – 0.135462 cents in the dollar.

**2. Geographic Area General Works and Services Charges**

A targeted Geographic Area General Works and Services Charge on the basis of a fixed amount on every separately used or inhabited part of a rating unit ensures that rating units contribute on a uniform basis to fund the “*Geographic Area’s Uniform Charge Component*” of the net cost of operations, capital expenditure and debt servicing charges, after making provision for targeted rates and charges, general revenue and utilisation of various reserves.

These charges are to be set differentially for six geographic areas, depending on where the land is situated; on the same basis as for the Geographic Area General Works and Services Rates.

A Geographic Area General Works and Services Charge to be set on the basis of a fixed amount on every separately used or inhabited part of a rating unit pursuant to Sections 16 and 17 of the Local Government (Rating) Act 2002 in the following geographic areas, or on infrastructural utilities that are not rated under the geographic areas:

Blenheim Geographic Area	\$1,126
Blenheim Vicinity Geographic Area	\$1,016
Picton Geographic Area	\$1,120
Picton Vicinity Geographic Area	\$969
General Rural Geographic Area	\$734
Sounds Admin Rural Geographic Area	\$593
Infrastructural Utilities (not rated in areas above)	\$920

**3. Targeted Debt Servicing Rates**

A Grovetown Sewerage Loan Rate pursuant to Section 16 of the Local Government (Rating) Act 2002 to be set at 0.183630 cents in the dollar on the land value of every rating unit in the Grovetown Sewerage Special Rating Area in respect of which no contribution to the lump sum scheme was chosen to fund debt servicing costs on Grovetown Sewerage Loans.

A Renwick Sewerage Loan Rate pursuant to Section 16 of the Local Government (Rating) Act 2002 to be set at 0.021052 cents in the dollar on the land value of every rating unit in the Renwick

Sewerage Special Rating Area in respect of which no contribution to the lump sum scheme was chosen, such rate to be applied towards debt servicing costs on the Renwick Sewerage Loan.

A Southern Valleys' Irrigation Loan Rate, pursuant to section 16 of the Local Government (Rating) Act 2002, to be set on the basis of a fixed amount per irrigable hectare of \$297.90 on every rating unit in the Southern Valleys' Special Rating Area in respect of which no contribution to the lump sum scheme was chosen to fund debt servicing costs on Southern Valleys' Irrigation Loans.

A Flaxbourne Community Irrigation Loan Rate, pursuant to section 16 of the Local Government (Rating) Act 2002, to be set on the basis of a fixed amount per hectare of \$1 on all land committed to receive a base allocation of water on every rating unit in the Flaxbourne Special Rating Area. The quantum of the loan rate will alter as the proposal is progressed and will be used to either fund investigation costs incurred should the scheme not proceed or the total cost of the scheme should construction contracts be awarded.

#### 4. Targeted Roothing Rates and Charges

A French Pass Road Charge – Road Access, pursuant to Section 16 of the Local Government (Rating) Act 2002, to be set on the basis of a fixed amount of \$99.00 on every rating unit in the French Pass Rating Area, such rate to be applied towards the cost of seal extension in the targeted area.

A French Pass Road Charge – No Road Access, pursuant to Section 16 of the Local Government (Rating) Act 2002, to be set on the basis of a fixed amount of \$25.00 on every rating unit in the French Pass Rating Area, such rate to be applied towards the cost of seal extension in the targeted area.

#### 5. Targeted Rivers Rates

A Wairau Valley Rivers Works Rate, being a targeted rate pursuant to Sections 16 and 17 of the Local Government (Rating) Act 2002, to be set on the Capital Value of every rating unit situated in the Wairau Valley Rivers Rating Area classified in one or more of the following categories to fund the Cost of Operations, Capital Expenditure, etc of River Planning, Control and Flood Protection, in the above Rating Area:

Wairau Valley Rivers Works - Rural A	0.059460 cents in the dollar
Wairau Valley Rivers Works - Rural B	0.044595 cents in the dollar
Wairau Valley Rivers Works - Rural C	0.035676 cents in the dollar
Wairau Valley Rivers Works - Rural D	0.005352 cents in the dollar
Wairau Valley Rivers Works – Blenheim Urban 1	0.050610 cents in the dollar
Wairau Valley Rivers Works - Blenheim Urban 2	0.036915 cents in the dollar
Wairau Valley Rivers Works - Blenheim Urban 3	0.030961 cents in the dollar
Wairau Valley Rivers Works - Blenheim Urban 4	0.014886 cents in the dollar
Wairau Valley Rivers Works – Other Urban 1 in Wairau Catchment	0.042218 cents in the dollar
Wairau Valley Rivers Works - Other Urban 2 in Wairau Catchment	0.029731 cents in the dollar

**6. Targeted Sewerage Rates**

**Definitions:**

For the purposes of this section –

“Connected” refers to any separately used or inhabited part of a rating unit that is connected, either directly or indirectly, through a private drain to a public drain. “Serviced” has the same meaning.

“Serviceable” refers to any separately used or inhabited part of a rating unit situated within 30 metres of a public sewerage or stormwater drain to which it is capable of being effectively connected, either directly or through a private drain, but which is not so connected.

“Combined sewerage rates and charges” do not include the initial debt servicing requirements for any new schemes not paid by lump sum contributions.

**7. Combined Sewerage Scheme Capital Works Rate**

A combined Sewerage Capital Works Rate, pursuant to Sections 16 and 17 of the Local Government (Rating) Act 2002 to be set and assessed differentially on the land value of every rating unit in the Combined Sewerage Rating Area, classified in the following areas, to meet capital expenditure and debt servicing costs of the combined sewerage scheme:

Blenheim Group	0.028415 cents in the dollar
Havelock	0.036371 cents in the dollar
Picton	0.030120 cents in the dollar
Seddon	0.050294 cents in the dollar

**8. Combined Sewerage Scheme Charge**

Pursuant to Section 16 of the Local Government (Rating) Act 2002 the following Rates are to meet expenditure of the combined sewerage scheme other than capital and debt servicing costs:

- A Sewerage User Charge to be set on the basis of a fixed amount of \$562 on every separately used or inhabited part of a serviced rating unit connected to the Combined Sewerage Scheme.
- A Sewerage Non-User Charge to be set on the basis of a fixed amount of \$281 on every separately used or inhabited part of a serviceable rating unit within the Combined Sewerage Rating Area.

**9. Targeted Water Supply Rates**

**Definitions:**

For the purposes of this Section –

“Serviced” or “Connected” refers to any separately used or inhabited part of a rating unit to which water is supplied.

“Serviceable” refers to any separately used or inhabited part of a rating unit to which water can be but is not supplied (being property situated within 100 metres from any part of the waterworks).

**10. Combined Water Scheme Capital Works Rate**

A combined Water Capital Works Rate, pursuant to Sections 16 and 17 of the Local Government (Rating) Act 2002 to be set and assessed differentially on the land value of every rating unit in the Combined Water Rating Area, classified in the following areas, to meet capital expenditure and debt servicing costs of the combined water scheme:

Blenheim	0.036776 cents in the dollar
Havelock	0.047073 cents in the dollar
Picton	0.038982 cents in the dollar
Koromiko	0.021698 cents in the dollar
Renwick	0.033466 cents in the dollar
Seddon	0.065093 cents in the dollar

**11. Combined Water Scheme Charge**

Pursuant to Sections 16 and 19 of the Local Government (Rating) Act 2002 the following Rates are to meet expenditure of the combined water scheme other than capital and debt servicing costs:

**12. Blenheim Water Supply**

- A Blenheim Water User Charge for non-metered rating units, being a rate to be set on the basis of a fixed amount of \$406 on every separately used or inhabited part of a serviced rating unit in the Blenheim Water Supply Area [including the Burleigh Extension].
- A Blenheim Water Non User Charge for non-metered rating units, being a targeted rate to be set on the basis of a fixed amount of \$203 on every separately used or inhabited part of a serviceable rating unit in the Blenheim Water Supply Area [including the Burleigh Extension].
- A Blenheim Metered Water Charge, for metered rating units [including the Burleigh Extension], being a rate to be set for the quantity of water provided to residential metered connections according to the following scale of charges:

A charge of \$100.44 per quarter for the volume of any water supplied between 0 m<sup>3</sup> and 62 m<sup>3</sup> (and)

A metered charge of \$1.62 per cubic metre for the volume of water supplied in excess of 62 m<sup>3</sup> per quarter.

**13. Havelock Water Supply**

- A Havelock Water User Charge, for residential units, being a rate to be set on the basis of a fixed amount of \$486 on every separately used or inhabited part of a rating unit whether connected or not in the Havelock Water Supply Area.
- A metered charge of \$2.60 per cubic metre for the volume of water supplied in excess of 200 cubic metres per annum.



**14. Picton Water Supply**

- A Picton Water User Charge, for non-metered rating units, being a rate to be set on the basis of a fixed amount of \$692 on every separately used or inhabited part of a serviced rating unit in the Picton Water Supply Area.
- A Picton Water Non User Charge, for non-metered rating units, being a rate to be set on the basis of a fixed amount of \$346 on every separately used or inhabited part of a serviceable rating unit in the Picton Water Supply Area.
- A Picton Metered Water Ordinary Charge, for metered rating units, being a rate to be set for the quantity of water provided to residential metered connections (excluding “Koromiko Special Pipe-line Agreement” consumers) according to the following scale of charges:

A charge of \$169.48. per quarter for the volume of any water supplied between 0 m<sup>3</sup> and 38m<sup>3</sup> (and)

A metered charge of \$4.46 per cubic metre for the volume of water supplied in excess of 38 m<sup>3</sup> per quarter.

- A Picton Metered Water Koromiko Charge, for metered rating units, being a rate to be set for the quantity of water provided to all “Koromiko Special Pipe-line Agreement” consumers of \$3.57 per cubic metre.

**15. Renwick Water Supply**

- A Renwick Water User Charge, for residential units, being a rate to be set on the basis of a fixed amount of \$486 on every separately used or inhabited part of a rating unit whether connected or not in the Renwick Water Supply Area.

A metered charge of \$1.45 per cubic metre for the volume of water supplied in excess of 200 cubic metres per annum.

**16. Seddon Water Supply**

A Seddon Water Charge, pursuant to Section 16 of the Local Government (Rating) Act 2002, being a rate to be set on the basis of a fixed amount of \$616 on every separately used or inhabited part of a rating unit within the Seddon Water Supply Area (excluding all commercial consumers) and any new lots created by subdivision of such rating units whether connected or not.

Pursuant to Sections 16 and 19 of the Local Government (Rating) Act 2002, a Seddon Metered Water Charge being a rate to be set for the quantity of water provided for all residential consumers on the Seddon Water Supply of \$2.33 per cubic metre for all usage in excess of 275 cubic metres per annum.

### 17. **Wairau Valley Water Supply**

A Wairau Valley Water Charge, pursuant to Section 16 of the Local Government (Rating) Act 2002, being a rate to be set on the basis of a fixed amount of \$276 for each water meter, excluding all commercial water meters, connected to a rating unit within the Wairau Valley Water Supply Area.

Pursuant to Sections 16 and 19 of the Local Government (Rating) Act 2002, a Wairau Valley Metered Water Charge being a rate to be set for the quantity of water provided for each residential water meter connected to a rating unit within the Wairau Valley Water Supply Area of \$3.10 per cubic metre for all usage in excess of 350 cubic metres per annum.

These two rates are set to recover the net cost of operations, capital expenditure and debt servicing costs.

### 18. **Commercial Metered Water Charges**

Pursuant to Sections 16 and 19 of the Local Government (Rating) Act 2002, the following rates to recover the net cost of operations.

### 19. **Blenheim Commercial Metered Water Charge**

- A Blenheim Metered Water Charge for metered rating units [including the Burleigh Extension], being a rate to be set for the quantity of water provided to commercial metered connections according to the following scale of charges:

A charge of \$56.50 per quarter for the volume of any water supplied between 0 m<sup>3</sup> and 50 m<sup>3</sup> (and)

A metered charge of \$1.13 per cubic metre for the volume of water supplied in excess of 50 m<sup>3</sup>.

### 20. **Havelock Commercial Metered Water Charge**

- A Havelock Metered Water Charge to be set for metered rating units, being a rate for the quantity of water provided to commercial metered connections according to the following scale of charges:

A charge of \$153.00 per quarter for the volume of any water supplied between 0 m<sup>3</sup> and 50 m<sup>3</sup>.

A metered charge of \$3.06 per cubic metre for the volume of water supplied in excess of 50 m<sup>3</sup>.

### 21. **Picton Commercial Metered Water Charge**

- A Picton Metered Water Ordinary Charge, for metered rating units, being a rate to be set for the quantity of water provided to commercial metered connections (excluding connections where water is Onsold) according to the following scale of charges:

A charge of \$178.00 per quarter for the volume of any water supplied between 0 m<sup>3</sup> and 50 m<sup>3</sup> (and)

A metered charge of \$3.56 per cubic metre for the volume of water supplied in excess of 50 m<sup>3</sup>.

- A Picton metered Water Onsold Rate, for metered rating units, being a rate to be set for the quantity of water provided to commercial metered connections that is subsequently Onsold according to the following scale of charges:

A charge of \$176.40 per quarter for the volume of any water supplied between 0 m<sup>3</sup> and 45 m<sup>3</sup>.

A metered charge of \$3.92 per cubic metre for the volume of water supplied in excess of 45 m<sup>3</sup>.

### 22. **Renwick Commercial Metered Water Charge**

- A Renwick Metered Water Charge, for metered rating units, being a rate to be set for the quantity of water provided to commercial metered connections according to the following scale of charges:

A charge of \$115.00 per quarter for the volume of any water supplied between 0 m<sup>3</sup> and 50 m<sup>3</sup> (and)

A metered charge of \$2.30 per cubic metre for the volume of water supplied in excess of 50 m<sup>3</sup>.

### 23. **Seddon Commercial Metered Water Charge**

Pursuant to Sections 16 and 19 of the Local Government (Rating) Act 2002, a Seddon Metered Water Charge for metered rating units being a rate to be set for the quantity of water provided for all commercial metered connections on the Seddon Water Supply according to the following scale of charges:

A charge of \$216.50 per quarter for the volume of any water supplied between 0 m<sup>3</sup> and 50 m<sup>3</sup> and

A metered charge of 4.33 per cubic meter for the volume of water supplied in excess of 50 m<sup>3</sup>.

### 24. **Wairau Valley Commercial Metered Water Charge**

Pursuant to Sections 16 and 19 of the Local Government (Rating) Act 2002, a Wairau Valley Metered Water Charge being a rate to be set for the quantity of water provided for each commercial water meter connected to a rating unit within the Wairau Valley Water Supply Area according to the following scale of charges:

A charge of \$253.00 per quarter for the volume of any water supplied between 0 m<sup>3</sup> and 50 m<sup>3</sup> (and)

A metered charge of \$5.06 per cubic metre for the volume of water supplied in excess of 50 m<sup>3</sup>.

This rate is set to recover the net cost of operations, capital expenditure, and debt servicing costs.

### 25. **Rural Awatere Water Supply**

A Rural Awatere Water Charge, pursuant to Section 16 of the Local Government (Rating) Act 2002, being a rate to be set on the basis of a fixed amount of \$1,016.00 on every separately used or inhabited part of a rating unit within the Rural Awatere Water Supply Area and any new lots created by subdivision of such rating units whether connected or not.

Pursuant to Sections 16 and 19 of the Local Government (Rating) Act 2002, a Rural Awatere Metered Water Charge being a rate to be set for the quantity of water provided for all consumers on the Rural Awatere Water Supply of \$2.51 per cubic metre for all usage in excess of 275 cubic metres per annum.

These two rates are set to recover the net cost of operations, capital expenditure, and debt servicing costs.

### 26. **Riverlands Water Supply**

Water Rates, pursuant to Sections 16 and 19 of the Local Government (Rating) Act 2002, to recover the costs of operations, capital expenditure and debt servicing.

A Riverlands Metered Water Charge, for metered rating units, being a rate to be set for the quantity of water provided to all consumers according to the following scale of charges:

A charge of \$71.20 per quarter for the volume of any water supplied between 0 m<sup>3</sup> and 40 m<sup>3</sup> (and)

A metered charge of \$1.78 per cubic metre for the volume of water supplied in excess of 40 m<sup>3</sup>.

### 27. **Southern Valleys' Irrigation Scheme**

A Southern Valleys' Metered Irrigation Charge, pursuant to Section 19 of the Local Government (Rating) Act 2002, being a rate to be set for the quantity of water provided to metered connections of \$0.28 per cubic metre.

The metered irrigation rate is set to recover the scheme's net operating costs.

## WASTE AND RECYCLING TARGETED CHARGES

### 28. Residential Waste and Recycling Collection Charge

A Residential Waste and Recycling Collection Charge, pursuant to Sections 16, 17 and 18 of the Local Government (Rating) Act 2002, of a fixed amount for the size of bin provided, on every separately used or inhabited part of a rating unit in the collection rating area, in respect of which Council is prepared to provide a refuse and kerbside recycling collection service.

80 litre bins	\$140
140 litre bins	\$160
240 litre bins	\$200

### 29. Commercial Waste Collection Charge

A Commercial Waste Collection Charge, pursuant to Sections 16, 17 and 18 of the Local Government (Rating) Act 2002, of a fixed amount for the size of bin provided, on every separately used or inhabited part of a rating unit in the collection rating area, in respect of which Council is prepared to provide a refuse and kerbside recycling collection service.

80 litre bin	\$ 80
140 litre bin	\$100
240 litre bin	\$140

### 30. Commercial Recycling Collection Charge

A Commercial Recycling Collection Charge, pursuant to Sections 16, of the Local Government (Rating) Act 2002, of a fixed amount for the size of bin provided, where Council and the ratepayer have agreed the ratepayer will take up the service.

80 litre bin and crate	\$ 60
140 litre bin and crate	\$ 60
240 litre bin and crate	\$ 60

## SOUNDS ROADS RECOVERY RATES

### 31. Sounds Road Recovery – Zones Rates

A Sounds Road Recovery Rates - Zones, pursuant to Sections 16, 17 and 18 of the Local Government (Rating) Act 2002, to be set and assessed differentially on the land value of every rating unit in the Sounds Road Recovery zone, excluding properties in Sounds Admin Rural, classified in the following zones, to meet capital expenditure and debt servicing costs of the Sounds Roads Recovery:

Geographic area	Cents in the \$
Te Aumiti/French Pass	0.002630
Te Hoiere/Pelorus	0.002798

Tōtaranui/Queen Charlotte	0.002508
Kenepuru	0.008971
Te Whanganui/Port Underwood	0.003308

**32. Sounds Road Recovery – Sounds Admin Rural Rates**

A Sounds Road Recovery – Sounds Admin Rural Rate, pursuant to Sections 16, 17 and 18 of the Local Government (Rating) Act 2002, to be set at 0.001045 cents in the dollar on the land value of every rating unit in the Sounds Admin Rural area, to meet capital expenditure and debt servicing costs of the Sounds Roads Recovery.

**33. Sounds Road Recovery – Remainder of Marlborough Rates**

A Sounds Road Recovery – Remainder of Marlborough Rate, pursuant to Sections 16, 17 and 18 of the Local Government (Rating) Act 2002, to be set at \$9.22 on every separately used or inhabited part of a rating unit in Marlborough excluding those properties that fall under the Sounds Road recovery - Zones or the Sounds Road Recovery – Sounds Admin rural area, to meet capital expenditure and debt servicing costs of the Sounds Roads Recovery.

## **OTHER TARGETED RATES**

**34. Energy Efficiency Rates**

A Targeted Energy Efficiency Rate, pursuant to Section 16 of the Local Government (Rating) Act 2002, to be set on the basis of a calculation on the extent of energy efficiency services provided to a rating unit as a percentage of the service amount (inclusive of associated costs including both interest and principal) until the service amount is recovered as follows:

Energy Efficiency Rate 6	16.012859%
Energy Efficiency Rate 7	15.984730%
Energy Efficiency Rate 8	15.957371%
Energy Efficiency Rate 9	15.963040%
Energy Efficiency Rate 10	15.968694%
Energy Efficiency Rate 11	16.041036%
Energy Efficiency Rate 12	16.146986%
Energy Efficiency Rate 13	16.251765%
Energy Efficiency Rate 14	16.286016%

**35. Residential Pool Inspections**

A Targeted Residential Pool Inspections Rate pursuant to Section 16 of the Local Government (Rating) Act 2002, to be set on the basis of a fixed amount of \$110 on every separately used or inhabited part of a rating unit with a residential pool, such rate to be used to fund the costs associated with carrying out residential pool inspections in Marlborough under the Building (Pools) Amendment Act 2016.

**36. Tourism Rates**

A Targeted Tourism Rate, pursuant to Sections 16, 17 and 18 of the Local Government (Rating) Act 2002, to be set on the basis of a fixed amount on every separately used or inhabited part of a rating unit, set differentially for the following land uses, to enable Destination Marlborough to promote Marlborough as a tourist destination:

Residential or rural properties that are advertised for short term rental accommodation - \$268.

Commercial properties used for short term rental accommodation where less than 30 people can be accommodated - \$268.

Commercial properties used short term rental accommodation where 30 or more people can be accommodated - \$410.

Commercial properties used for Tourism Activities (excluding the groups above) - \$298.

Where a tourism operator operates in two or more of the groups above from the same rating unit, only the highest applicable group charge will be assessed.

**37. Landscape Rates**

A Targeted Landscape Rate, pursuant to Sections 16, 17 and 18 of the Local Government (Rating) Act 2002, to be set on the basis of a fixed amount on every separately used or inhabited part of a rating unit with higher landscaping standards for new subdivisions (and existing subdivisions following consultation) to fund the resulting additional maintenance costs, according to the following scale of charges:

Properties with Urban level 1 landscaping standards	\$47
Properties with Urban level 2 landscaping standards	\$60
Properties with Rural level 1 landscaping standards	\$66
Properties with Rural level 2 landscaping standards	\$202

**38. Tuamarina/Waikakaho Hall Rate**

A Tuamarina/Waikakaho Hall Rate, pursuant to Section 16 of the Local Government (Rating) Act 2002, being a rate to be set on the basis of a fixed amount of \$18.45 on every rating unit in the Tuamarina/Waikakaho Rating Area, towards to upkeep of the Tuamarina/Waikakaho Hall.

**39. Residential Rates Postponement Scheme**

To cover costs for this scheme, the following fees and charges are set for the 2024-25 rating year. All fees and charges will be added as either a one-off or annual charge as the case may be, to the approved applicant's rate account.

Initial charges		Fees and charges
Application fee		\$50.00
Contribution to the decision facilitation process		\$300.00
Annual charges		
Administration fee		\$50.00
Interest rate		
2024-2025		5.50%

Property insurance: a ratepayer must submit a current certificate annually.

**40. Due Dates For Payment**

The above rates and charges are for the period 1 July 2024 to 30 June 2025 and will become due and payable by four instalments as follows:

Instalment	Last date for payment before penalty is added
One	11 October 2024
Two	11 December 2024
Three	11 March 2025
Four	11 June 2025

Charges for Metered Water:

Meter reading date between	Due date	Last date for payment before penalty is added
1 Jul 2024 –30 Sept 2024	20 Oct 2024	30 Nov 2024
1 Oct 2024 – 31 Dec 2024	20 Jan 2025	28 Feb 2025
1 Jan 2025 - 31 Mar 2025	20 Apr 2025	30 May 2025
1 Apr 2025 – 30 Jun 2025	20 Jul 2025	31 Aug 2025



41. **Penalty Provisions (Additional Charges on Unpaid Rates)**

A penalty, equivalent in amount to 10% of the instalment amount remaining unpaid at the close of day on the “Last Date for Payment”, shall on the next day be added to that amount of unpaid rates.

Pursuant to sections 57/58 of the Local Government (Rating) Act 2002, a further penalty of 10% will be added to all rates and charges that remain unpaid on 30 June 2025.

42. **Penalty Provisions (Unpaid Metered Water)**

A penalty, equivalent in amount to 10% of the metered water amount remaining unpaid at the close of day on the “Last Date for Payment”, shall on the next day be added to that amount which remains unpaid.

43. **A Separately Used or Inhabited Part of a Rating Unit (SUIP)**

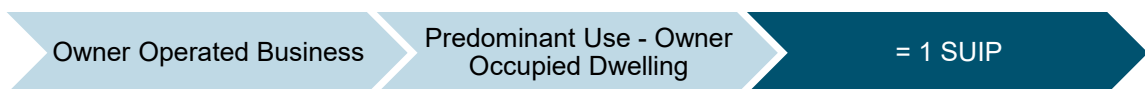
A SUIP includes any portion inhabited or used by the owner or a person other than the owner who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence, or other agreement. It includes separately used parts, whether or not actually occupied at any particular time, which are used by the owner for rental (or other form of occupation) on an occasional or long term basis by someone other than the owner.

A rating unit that has a single use or occupation is treated as having one separately used or inhabited part.

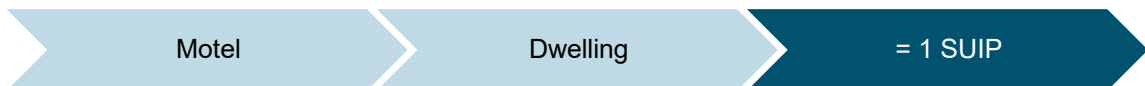
Vacant land and vacant premises offered or intended for use or habitation by a person other than the owner and usually used as such are defined as ‘used’.

Exceptions to the definition:

- Predominantly residential rating units where the owner of the unit resides and operates a business (including a homestay or farmstay activity) from the same rating unit will be charged as being one SUIP.

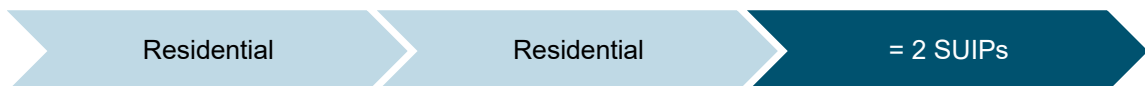


- Motels, and hotels used for commercial rental and dwellings used by owners or managers of a hotel or motel are treated as one business use even though each accommodation unit may be capable of separate use.

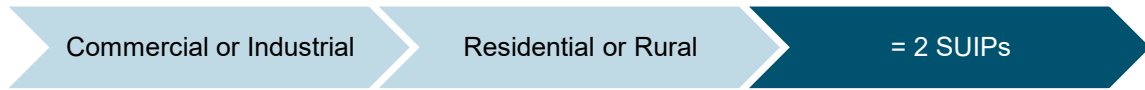


Examples of the application of the definition:

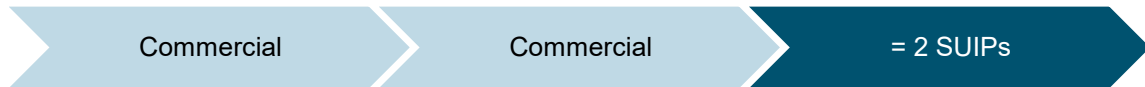
- Where a rating unit has two separately used parts, whether or not actually occupied at any particular time, they will be treated as two SUIPs.



- Where a rating unit contains both a commercial or industrial type use, and a residential or rural type use they will be treated as two SUIPs.



- Where a number of different businesses are located on one rating unit, each separate business will be assessed as a SUIP.



**44. Rating Categories**

It shall be at the sole discretion of the Council to determine the use or predominant use of any property in the district. The Council has adopted the following rating categories:

**Residential or Rural**

All land used for a private residence and all land used for rural purposes. This excludes rest homes and residential establishments that provide residential care. It also excludes all forms of commercial accommodation.

Rural purpose means any agricultural, horticultural or pastoral purpose and includes the keeping of bees, poultry or livestock. This group will include all rating units not otherwise categorised within a specified category.

Forestry is included in this category for the purposes of the General Works and Services Rate.

**Commercial or Industrial**

All land used for a commercial or industrial purpose. It includes but is not limited to, any trade or service or activity undertaken or provision of facilities, by any person with a view to making a profit or charging any fee or deriving any other consideration in relation to the trade or service or activity or provision.

Industrial includes a business, manufacturer, undertaking, or service associated with the production of any type of goods.

For the purposes of the general works and services rate, this category includes residential rest homes and residential establishments that provide residential care and all forms of commercial accommodation as well as rating units otherwise assessed as utilities.

Commercial accommodation includes but is not limited to the provision of accommodation for a fee or other consideration but does not include:

- Properties where the principal purpose is the provision of long stay accommodation ie: 28 days or more.
- Properties that provide accommodation for five or less people.

- Properties that were originally constructed as residential properties that provide accommodation for six or more, which are included in the homestay or farm stay category.

### Homestay or Farm Stay

Includes all rating units that are used for a homestay or farm stay activity on land predominantly used for residential or rural purposes, where a Building Act or resource consent was required for homestay or farm stay use (i.e. for six or more persons).

### Infrastructural utilities

Land used for an essential service such as water, electricity, gas, telecommunications or sewerage.

## 45. Geographic Areas

The geographic areas can generally be described as follows:

### Blenheim Area (BM)

All of that area encompassed by the former Blenheim Borough Council together with those properties within a 1.5 km radius of that area which have a zoning of Residential or Industrial in the Wairau/Awatere Resource Management Plan (eg: includes, Burleigh, Hammerichs Road, Riverlands and Waipuna Street); as well as any properties that are connected to (or are able to be connected to) either the Blenheim Water or Blenheim Group Sewerage Schemes, but excluding properties in the Renwick, Spring Creek and Grovetown Sewerage Rating Areas; and residential or rural properties and properties in the Riverlands Industrial Estate and Cloudy Bay Business Park that have an area of greater than one hectare.

Also included in the Blenheim area are a number of properties where it was an express condition of subdivisional resource consent.

Properties in growth areas zoned Urban Residential 2 Greenfields will be excluded from the Blenheim Area until development has occurred or a subdivision title has been granted.

Other land rezoned Urban Residential 2 or 3 as a result of the Proposed Marlborough Environment Plan will be similarly excluded from the Blenheim Area until granting of subdivision title.

### Blenheim Vicinity Area (BV)

All of that area encompassed within the following general description, but excluding the Blenheim areas described above:

From just north of the Rarangi Settlement following around the foothills in a south-westerly direction; taking in the Tuamarina Settlement; to the south bank of the Wairau River and then up the Wairau south bank to the Waihopai River; up the east bank of the Waihopai River to just north of Omaka Downs; and then generally following the base of the foothills; around to include the Taylors Pass in a south easterly direction as far as the Branch River; following the boundaries of properties on the south east side of the Taylor River; then around the base of the foothills to include land between SH 1 and both sides of Redwood Pass Road to and including 393 Redwood Pass Road; then to the coast on the south of the Vernon Lagoons.

### Picton Area (PN)

All of that area encompassed by the former Picton Borough Council; together with the area of those properties serviced by the Picton Water or Sewerage Schemes (excluding those properties listed in the schedule below).

## *Schedule*

Pt Lot 1 DP 6881, Pt DP 467 Waitohi Valley Blk XI Linkwater SD, Lot 1 DP 303616 Lot 1 DP 8240, Pt Sec 41 District of Waitohi, Lot 2 DP 3716, Lot 1 DP 3716, Lot 1 DP 9175, Lot 2 DP 9175, Lot 1 DP 10989, Lot 2 DP 10989, Lots 1 2 DP 1353 Lot 1 DP 1148 Pt Sec 37 Waitohi Reg Dist, Lots 2 5 DP 3183, Pt Sec 103 Waitohi Valley District Blk XV Linkwater SD, Lot 1 DP 402932 Lot 1 DP 5595 Lot 2 DP 5660 Sec 38 Pt Sec 37 Waitohi Dist, Lot 1 DP 9268, Pt Lot 1 DP 7160, Lot 1 DP 12294, Lot 2 DP 10225 Lot 1 DP 10476, Lot 1 DP 10882, Lot 2 DP 434941 Pt DP 747 Pt Sec 25 Wairau Dist Pt Lots 1-3 DP 693 Pt Sec 12 Pt Sec 13 Blk XV Linkwater SD, Secs 105 106 Pts Sec 36 104 Waitohi Valley Dist, Lot 1 DP 6397, Lots 1 2 DP 303945, Lots 3 4 DP 303945 Sec 129 Pt 159 Picton Subn Sec 18 Blk XV Linkwater SD, Lot 1 DP 302741, Lot 1 DP 10871, Lot 1 DP 6129, Lot 1 DP 759 Lot 2 Pt Lot 1 DP 1594, Pt Sec 63-65 Picton Subn. Lots 1-9 12 DP 1086, Sec 1 SO 429571 Lot 10 DP 1086, Lot 11 DP 1086, Lot 13 DP 1086, Lot 14 DP 1086, Lot 2 DP 3080, Sec 1 SO 416848 Lot 1 DP 3080, Sec 2 SO 416848 Lot 16 DP 1086, Lot 18 DP 1086, Pt Waikawa 2C2, Lot 4 DP 11736, Lot 1 DP 335692, Lot 2 DP 344933, Lot 3 DP 11736, Lot 1 DP 11736, Lot 1 DP 344933, Lot 2 DP 404985, Lot 1 DP 424360, Lot 2 DP 424360, Lot 3 DP 424360, Lot 4 DP 424360, Lot 5 DP 424360, Waikawa 3B Blk XII Linkwater SD Blk XI Arapawa SD, Lot 1 DP 9994, Lot 1 DP 10354, Waikawa Sec A2 Waikawa West Blk XII Linkwater SD Blk XI Arapawa SD, Waikawa Sec 4B2 Waikawa West Blk XII Linkwater SD Blk XI Arapawa SD, Lot 2 DP 7961 Pts Sec 10 & Pt Sec 11 Waitohi Dist Pts Sec 100 Waitohi Dist, lot 3 DP 8884.

Also included in the Picton area are a number of properties where it was an express condition of subdivisional resource consent.

## **Picton Vicinity Area (PV)**

All of that area from the western point of Ngakuta Bay to the former Picton Borough boundary; plus all of that area from the eastern point of Waikawa Bay to Whatamongo Bay; plus a corridor area from the southern boundary of the former Picton Borough to Speeds Road; excluding properties serviced by the Picton Water or Sewerage Schemes, but including the properties listed in the Schedule above.

## **General Rural Area (GR)**

All of that area administered by the former Marlborough County and excluding that part of the former County's area which has been included in either the Blenheim, Blenheim Vicinity, Picton, Picton Vicinity or Sounds Admin Rural areas.

## **Sounds Admin Rural Area (AR)**

All of that area with basically sea access only, which was subject to the former Marlborough County Council Empowering Act 1965.

## **Carried**

The meeting closed with a karakia at 9.03 am.

Confirmed this 19<sup>th</sup> day of September 2024

N P TAYLOR  
**MAYOR**

Record No. 24212264

## **4. Minutes**

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- 4.3 Confirmation of the Minutes of the Extraordinary Council Meeting held on 3 September 2024  
(Minute Nos. Cncl-0924-104 to Cncl-0924-105)

**Minutes of the  
EXTRAORDINARY MEETING of the MARLBOROUGH DISTRICT COUNCIL  
held in the Council Chambers and via Teams, 15 Seymour Street, Blenheim  
on TUESDAY 3 SEPTEMBER 2024 commencing at 1.00 pm**

**Present**

The Mayor N P Taylor (in the Chair), Cllrs S R W Adams, A R Burgess, J D N Croad, D A Dalliessi, B G Dawson, B A Faulls, M R K Flight, G A Hope, R J Innes, B J Minehan, J C Rosene and T P Sowman.

**Present via Teams**

Cllrs J A Arbuckle and S J Arbuckle.

**In Attendance**

Messrs J R Boswell (Chief Executive), D G Heiford (Manager Economic, Community & Support Services) and M J Porter (Democratic Services Manager).

**Karakia**

The meeting opened with a karakia.

**Cncl-0924-104 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.

Cllr J A Arbuckle declared an interest in Minute No. Cncl-0924-105.

**Cncl-0924-105 Marlborough Māori Ward** **D050-004-025-16**

The Mayor welcomed all to the meeting, especially to the standing room only public.

Members noted that the purpose of the report was to provide information for Council to vote to either retain or disestablish the Marlborough Māori Ward in accordance with the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024.

Staff reported that Council could either vote to retain or disestablish the Marlborough Māori Ward. If Council voted to retain the Marlborough Māori Ward, Council must resolve to hold a binding poll on the Marlborough Māori Ward at the 2025 Local Election. If Council voted to disestablish the Marlborough Māori Ward, Council must undertake a shortened representation review process immediately to meet the required deadline outlined in the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024.

Each member expressed their view on the matter.

**The Mayor/Cllr Burgess:**

1. That Council resolves to retain the Marlborough Māori Ward for the 2025 Local Elections and therefore the 2025-2028 Council term; and
2. That Council resolves to hold a binding poll on the Marlborough Māori Ward at the 2025 Local Election.

**Carried** on a show of hands (following a division call) by 14 to 0 (the Mayor, Cllrs Adams, S J Arbuckle Burgess, Croad, Dalliessi, Dawson, Faulls, Flight, Hope, Innes, Minehan, Rosene and Sowman for, with 0 against).

NB: Cllr Jamie Arbuckle declared an interest in the above and did not discuss nor vote on the issue.

The meeting closed with a karakia at 1.57 pm.

Confirmed this 19<sup>th</sup> day of September 2024

N P TAYLOR  
**MAYOR**

Record No. 24212265

## **5. Committee Reports**

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### **5.1 Economic, Finance & Community Committee**

Economic, Finance & Community Committee Meeting held on 23 July 2024  
(Minute Nos. EFC-0724-32 to EFC-0724-44)





**Minutes of a Meeting of the  
ECONOMIC, FINANCE & COMMUNITY COMMITTEE  
held in the Council Chambers and via Teams, 15 Seymour Street, Blenheim  
on TUESDAY, 23 JULY 2024 commencing at 9.00 am**

**Present**

Clrs J D N Croad (Chairperson), S J Arbuckle, B G Dawson, B A Fauls, M R K Flight, G A Hope, R J Innes, B J Minehan, J C Rosene, T P Sowman, Mayor N Taylor

**Present via Teams**

Clrs J A Arbuckle and A R Burgess

**In Attendance**

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

**Apologies**

Clrs Croad/Flight:

**That the apology for absence from Clr S R W Adams (Deputy) and Ms R Niven (Iwi representative) be received and sustained.**

**Carried**

**EFC-0724-32 Declaration of Interests** -

Clr Rosene declared an interest in Item 1 - Marlborough Events Centre (Public Excluded)

ATTENDANCE: Katrina Lang, Owner/Event Manager Pure Events Marlborough, was present for the following item and Sam Young, Council's Events Regional Events Advisor was present for the following two items.

**EFC-0724-33 Council Community Events Annual Report  
2023/2024** **E100-002-012**

Members noted the purpose of the report was to present Pure Event Marlborough's Annual Report for 2023/2024 for the delivery of Council's Community Events. A copy of the Annual Council Contracted Events Report was attached to the agenda item for members' information.

Ms Young noted that Council has a three-year contract with Pure Events Marlborough to deliver four specified community events on an annual basis. A condition of the contract requires Pure Events Marlborough to provide an annual report to Council against the expected outcomes.

Members were advised that Pure Events Marlborough has met the contract requirements and, in most cases, exceeded them.

It was reported that the contract commenced 1 July 2023 and runs for three years with a two-year additional renewal term.

To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24180820).

The presentation and Annual Council Contracted Events Report provided information on the Southern Jam Youth Jazz Festival, Christmas Parade, New Years Eve event and CBD Summer Market.

It was noted that the feedback from the community for the events that have been delivered during the 2023/24 period has been overwhelmingly positive.

Ms Lang advised that a new sponsor has been secured for the New Year's Eve event this year, this will enable the children's area/entertainment to be further enhanced.

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

**Carried**

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

### **EFC-0724-34      Regional Events Update      E100-002-011**

Members noted that the purpose of the report was to provide an update on the activities of Council's Regional Events Advisor (REA) and Marlborough's events sector.

Ms Young advised that Council has been successful in its application to MBIE's new Regional Events Promotion Fund noting that it is different to their Regional Events Fund. Council has secured nearly \$95k of funding and it will support five of Marlborough's larger regional events which drive visitation through the region. MBIE will be making the announcement on what those events are in due course.

Members were advised that Feast Marlborough's Friday Night Feast is in hibernation for this year due to timing, finances and resources but are intending to bring it back in 2025. In the meantime, they will be focusing on smaller activations and supporting other events in the region that celebrate our food producers and Marlborough produce.

It was reported that this year's Southern Jam performance schedule has been finalised and is being promoted through various channels including social media. Tickets are available for the gala concert held at the ASB Theatre on 10 August.

Tickets for Garden Marlborough are now available and demand is predicted to be on par as last year.

Following the regional events update Ms Young went on to present information on the Commercial Events Fund Criteria Review. A powerpoint presentation was shown (filed in CM Record No. 24180819).

It was noted that following the February Economic, Finance & Community Committee meeting, the Commercial Events Fund sub-committee met on 20 May to review the criteria for this fund to ensure that it continues to be fit for purpose and meets the needs of the events sector.

It was noted that this fund is for commercial events only.

By way of background, members were advised that the fund was established in 2014 with a budget of \$75k pa and has since been increased to \$130k p.a. There are two funding rounds per year one in August and one in February. Within the budget there is a BID Fund and a Discretionary Fund. The BID Fund is where the Regional Events Advisor can pitch for an event to come to Marlborough eg South Island Masters Games, there is no maximum for this BID Fund. The Discretionary Fund is \$10k pa and provides the Committee with the opportunity to fund an event outside the normal funding rounds.

Ms Young noted the process that had been undertaken and reported on the Committee's consideration of the feedback received from Marlborough Event Organisers and the regional comparisons. The key areas that were discussed were the purpose of the commercial events fund, application evaluation/scoring, review of current criteria and recommendations for revised criteria which would be in place for Round 1 of 2024/2025 opening 12 August 2024.

As part of the presentation and discussion it was requested that information be made available on how Council compares to other regions for securing outside funding sources. Ms Young agreed to provide the information, noting that for the Regional Events Fund \$1.5M is available across the top of the South, of which Marlborough has been allocated \$540k.

The revised criteria was discussed and it was reported that the maximum funding period is proposed to be increased from 3 to 5 years. This means that applications accepted for 1 to 3 years are eligible to reapply for a year 4 and 5 if required. It was noted that the application doesn't have to immediately follow the third year.

It was reported that if events are applying for three years of funding then they are being asked to include a business plan that identifies a path to financial sustainability.

In response to a query regarding Council's sponsorship of events and acknowledging that sponsorship, Ms Young advised that as a condition of receiving the funding applicants are to use Council's logo across any promotional material and are required to display pull-up Council banners at the event.

During discussion it was noted that it appeared the purpose of the criteria had a focus on seeding and assisting new commercial events to the region and it was queried whether there was enough flexibility in the criteria to ensure we don't lose existing iconic events. It was noted that the changes in eligibility do provide flexibility to ensure that Council can support those events that previously would have been ineligible. The Commercial Events Fund Sub-Committee will meet to consider this further.

In response to a query regarding the process for signing off on the new Policy it was requested that advice be sought from Legal Counsel to confirm what is appropriate.

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

**Carried**

ATTENDANCE: Dorien Vermaas, Council's Economic Development Portfolio Manager, and Mark Unwin, Council's Economic Development Programmes Manager were present for the following two items.

### **EFC-0724-35      Innovate Marlborough Annual Plan 2024-2025** **E101-000-002**

Ms Vermaas noted that the purpose of the report was to approve the Innovate Marlborough Annual Plan 2024 - 2025. The plan was attached to the agenda item for members' information. To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24181227).

It was reported that Council's Economic Development team will be running the Innovate Marlborough activation programme to support and stimulate economic sectors, businesses, investors and startup eco-system in the region.

The Plan is aligned towards achieving the long-term vision and goals of the Marlborough Economic Wellbeing Strategy and is deliverable within existing budgets. There will be a presentation at the next Committee meeting about the impact from last year's activities and investment attracted by the team.

During the presentation it was requested that agriculture be added to the Economic Development Team's workstream.

**Cllrs Croad/Dawson:**  
**That Council approves the Annual Plan 2024-2025 for the Economic Development Team.**

**Carried**

ATTENDANCE: Cllr Dawson withdrew from the meeting at 10.19 am.

### **EFC-0724-36      Economic Development Update** **E100-010-01**

Members noted that the purpose of the report was to provide an update on the activities and achievement of Annual KPI's of Council's Economic Development team between 19 March 2024 and 10 July 2024. To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24181229 ).

Contained within the powerpoint was a Marlborough Show Reel which will be added to the Screen Marlborough section of the [Marlboroughnz.com](http://Marlboroughnz.com) website.

Members were updated on:

- **Winter Series** with Nicholas Petrie with Grow Perform Sustain workshops with three sessions held over 6 months with just under 200 attendees.
- **CEO Series** with Sam Stubbs, 60 people in attendance
- **Future of Work** will provide a presentation at a future meeting
- **Wine Pro** new event and was a resounding success

It was noted that the newly launched CIT-programme for industry groups has been received with great enthusiasm and support by industry groups. Several groups are working on submissions for the CIT-programme which is encouraging and in line with what the ED-team had been aiming for. The current industry groups were detailed in the agenda item.

It response to a request that for future reports information be included on the CIT industry co-funding and outcomes, it was reported that this will be provided in the annual reporting on the CIT-programme. Currently one application has been approved but no funding has been claimed as yet.

It was requested that the qualification criteria be circulated to all Councillors.

**Clr Croad/The Mayor:**  
**That the information be received.**

**Carried**

ATTENDANCE: The meeting adjourned at 10.30 am and resumed at 10.45 am

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

### **EFC-0724-37      MDC Youth Council Plan 2024      C150-002-018-01**

Ms Griffiths noted that the purpose of the report was to advise Council of the goals and objectives of the 2024 Youth Council and to receive and accept the 2024 Youth Council plan. The plan was attached to the agenda item for members' information.

Ms Griffiths noted in response to feedback gathered from other youth through surveys and evaluations received following events the Youth Council will look to host more events. They are also engaging in wider Council matters such as providing feedback into the Long Term Plan regarding youth submissions. Contributing to the Walking and Cycling Strategy by way of a survey which received 219 responses.

Ms Griffiths requested that if there is any planning going on it would be appreciated if the Youth Council were approached to get some youth input.

Members were advised that a mural is being planned for later in the year, possibly Marlborough Anniversary Weekend. The Youth Council has come up with the theme 'What does Marlborough mean to you?'. The Youth Council are planning a sports day during the Welcoming Communities week.

It was raised about whether Rai Valley was represented on the Council, it was noted that currently there is no one but connections have been made with the school and communication is happening.

**The Mayor/Clr Rosene:**  
**That Council approve and adopt the Youth Council Plan for 2024.**

**Carried**

ATTENDANCE: Clr Innes withdrew from the meeting at 10.58 am.

**EFC-0724-38      Small Townships Programme Sub-Committee**  
**D050-001-S03**

The Minutes of the Small Townships Programme Sub-Committee meeting held on 25 June 2024 were attached for ratification by the Committee.

**Cllrs Fauls/Minehan:**  
**That the Minutes of the Small Townships Programme Sub-Committee meeting held on 25 June 2024 be ratified.**

**Carried**

**EFC-0724-39      Financial Report for Council – Period Ended 31**  
**May 2024**  
**F275-001-01**

Ms Dever presented the Financial Report for Council for the period ending 31 May 2024.

It was reported that in previous reports depreciation had been based on budgeted levels. For this report depreciation is shown at actual levels. This has resulted in a significant uplift in expenditure, with \$8.5M in three waters depreciation unfunded in the current year to 31 May 2024. This has been adjusted through the non-cash expenditure line.

Members were advised the major variances between actual and budget are lower than anticipated draw down of Better Off Funding with delays in expenditure in a number of approved projects. Some of the undrawn funds have been re-allocated to projects identified as part of the Long-Term Plan. Higher than budgeted grants for the Jobs for Nature and expenditure for the related projects. Unbudgeted Grants received for the College Park Hockey Turf relocation, National Wilding Conifer Control Program and Tourism Infrastructure Fund.

Lower than anticipated roading reinstatement expenditure and subsidy for the impacts of the August 2022 flood event. In the 2023/24 year \$21.6M has been spent on the July 2021 and August 2022 events. Forecast has been updated to align with the allocation between capital and operational expenditure and timing of expenditure in the Long Term Plan. This will reverse part of the impairment booked in the prior year and this is the reason for the reduction of the year to date income and expenditure from the forecast figures.

Higher than anticipated depreciation expenditure in Three Waters and flood protection assets.

Lower than anticipated expenditure on Flood Protection and Control Works flood damage. This is offset by lower than anticipated insurance proceeds.

It was reported that interest expenses are lower than anticipated due to the savings, deferrals and delays in past capital expenditure programmes resulting in less external borrowings.

Comments were provided in the report on variances greater than \$250,000.

**Cllrs Croad/Sowman:**  
**That Council receive the Financial Report for the period ending 31 May 2024.**

**Carried**

**EFC-0724-40      Treasury Management Report 30 June 2024**  
**F220-002-020-23**

Mr Blake, Council's Chief Financial Officer, presented the Treasury Management report to 30 June 2024 to members. It was noted that the attachments contained within the report show details of Council's cash on hand, investments and borrowings for the quarter ended 30 June 2024. Comparative details for the quarter ended 31 March 2024 were also shown in the report.

Members were advised that the gap between what we can borrow money at and what we invest money at is increasing and this is likely to increase as the individual loans mature and Council renews. It was noted that the assumption of 5.5% interest in the Long Term Plan and it is getting closer to that.

It was noted that in the coming year it was expected that Council will require additional borrowing for its and Port Marlborough's budgeted capital projects. Graphs contained in the report showed the policy minimums and maximums based on the forecast loan levels. The total fixed debt is below the minimum limits due to the fixed term loans not forecast to be refixed in the future. This is useful as a guide to what cover we will need to secure at a future date, depending on the exact level and nature of the borrowing.

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

**Carried**

## **EFC-0724-41 Debtors Overdue Reports as at 30 June 2024** **F220-002-020-23**

Mr Blake presented the Debtors Overdue Reports as at 30 June 2024 to members.

Members were advised that the annual resource consent administration fees were charged in July 2023 totalling \$1.3M with 99% having been paid to date. As the Land Use consents fees were charged for the first time in 2023/2024, it is taking a lot longer to recover these. The 2024/2025 fees will be charged in July 2024.

It was reported that the 90 Days balance includes invoices for the annual resource consent administration fees that have not been paid. Invoice copies have been emailed requesting payment.

Members were advised that there is a new section called Work Not Yet Commenced/Completed. These were previously in Negotiating Payment Arrangement. These are usually projects that are on hold and will be paid once the building project is started or near completion.

The Property Leases and Licences Debtors Report as at 31 March 2024 was noted.

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

**Carried**

## **EFC-0724-42 Rates Report as at 30 June 2024** **F270-36-23**

Mr Blake advised that the purpose of the report was to advise Council of the rates position as at 30 June 2024.

Members were advised that the fourth instalment of 2023/24 rates was invoiced on 1 May 2024 with a due date of 11 June 2024 with the value of the June penalty run was \$84k (1,231 or 4.6% of properties levied) with the same period last year being \$69k (1,153 or 4.3% of properties levied).

For the 2023/24 rating year, 97.7% of rates were collected by 30 June 2024 from the 26,969 properties compared to 98.2% in 2022/23.

The total number of instalment penalties for 2023/24 was 5,426 (excluding arrears penalties) which was an increase of 2 compared to 2022/23.

Clr J Arbuckle noted that a paper had previously been presented on considering an incentive to paying rates in advance and requested that this be revisited for further discussion. Mr Blake agreed to action.

The Water Billing Debtors Report as at 30 June 2024 was attached to the agenda for members' information.

Members were advised that there are some water leaks on landowners properties that are undergoing remission review at the moment.

Clr Hope requested that information be provided in the next report to the Committee on where the water leaks are and it was suggested that information be included on the Remissions Policy.

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

Carried

**EFC-0724-43 Information Package** -

**The Mayor/Clr Rosene:**  
That the Economic, Finance & Community Information Package dated be received and noted.

Carried

**EFC-0724-44 Decision to Conduct Business with the Public Excluded** -

**Cirs Croad/S Arbuckle:**  
That the public be excluded from the following parts of the proceedings of this meeting, namely:

- Marlborough Events Centre
- Sister City Sub-Committee

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
Marlborough Events Centre	To enable the Council, as holder of the information, to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) as provided for under Section 7(2)(i).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under Section 7 of the Local Government Official Information and Meetings Act 1987.
Sister City Sub-Committee	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 11.50 am.

Record No: 24202189

## **5. Committee Reports**

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### **5.2 Assets & Services Committee**

Assets & Services Committee Meeting held on 20 August 2024  
(Minute Nos. A&S-0824-59 to A&S-0824-66)





**Report and Minutes of a Meeting of the  
ASSETS & SERVICES COMMITTEE  
held in the Council Chambers and via Teams, 15 Seymour Street, Blenheim  
on TUESDAY, 20 AUGUST 2024 commencing at 9.00 am**

**Present**

Cirs B G Dawson (Chairperson), J C Rosene (Deputy), S R W Adams, J D N Croad, D A Dalliessi, M R L Flight, Mayor N P Taylor and Ms D McConnell (Iwi representative)

**Also Present**

Cirs S J Arbuckle, G A Hope, B J Minehan and T P Sowman

**Also Present via Teams**

Clr J A Arbuckle

**In Attendance**

Mr R Coningham (Manager – Assets & Services Department) and Ms N Chauval (Committee Secretary)

**Apologies**

Cirs Dawson/Dalliessi:

**That the apology from Cirs B A Faulls and R J Innes be noted.**

**Carried**

**A&S-0824-59 Declaration of Interests** -

No interests with items on the agenda were declared.

ATTENDANCE: David Craig, Management Accountant – Operations, was present for the following item.

**A&S-0824-60 Interim Financial Report for the year to 30 June  
2024 F275-001-02**

Mr Craig noted that the purpose of the report was to present the Interim Financial Report for the Assets and Services and Community Facilities (including Parking) Departments for the year to 30 June 2024.

Mr Craig noted that at the time of preparation of the report there was an actual operating deficit of \$400. The revenues and expenditures were around \$143.2M which is unfavourable to budget by \$23.9M. This was primarily due to the reduced volumes of emergency reinstatement works where there was combined budgets of \$54.2M and expenditure of around \$24M. It was reported that these unspent monies will be carried over to the next financial year.

Members were advised depreciation is unfavourable to budget by \$10.09M due to June 2023 asset revaluations being higher than expected and particularly for three waters assets.

It was noted that all major variances between year to date actual and budget were detailed in the agenda item.

Mr Craig advised that the major changes that are yet to occur is that we have got a revenue accrual to do for rivers flood damage insurance. It was noted Rivers are working with Council's insurers to determine the eligible costs for the past three financial years. It was noted that there will be some deductibles from that in terms of excesses and we have had advance payments through the lap scheme of \$900k year to date.

Members were advised that the second major process is the identification and transfer of the emergency reinstatement renewals from operating expenditure to capital expenditure, the indicative value is likely to be around the \$20M mark. It was noted that when this is taken out it will significantly move the deficit position much closer to the budgeted situation.

It was reported that capital expenditure, year to date was \$56.4M, with the \$20M renewal expenditure added it will be around \$76M which is approximately 77% of the annual plan budget of \$98.6M.

Capital expenditure by activities was noted.

It was reported that a lot of the capital expenditure and actual budget variations have been identified through the Long Term Plan processing being rebudgeted into later financial years. Other variations will be included in carry over requests which will be presented to the next Economic, Finance and Community Committee meeting.

**Cirs Croad/Rosene:**

**That the interim financial report for the period ended 30 June 2024 be received.**

**Carried**

ATTENDANCE: Kiri Whiteman, Council's Parks and Open Spaces Officer, and Simon Noble, Envisage NZ were present for the following item.

### **A&S-0824-61      Wither Hills Farm Park, Mountain Bike Park Audit R510-009-W11-02**

Ms Whiteman presented the Wither Hills Farm Park, Mountain Bike Park Audit report which had been separately attached to the agenda for members' information.

Members were advised that Simon Noble had conducted an audit of track grades on the trail network within the Wither Hills Farm Park (WHFP), Mountain Bike Park. Mr Noble advised that he had used the New Zealand Cycle Trail guidelines for the audit noting they are a recognised guideline for tracks used across New Zealand.

It was reported that the alignment of the grading with a recognised guideline will bring Council's tracks in line with tracks in other regions and ensure the grade advertised for the tracks will be at the highest level (per difficulty), even in part, a rider will experience on a trail.

It was reported there has not been a formal external audit of the mountain bike tracks in recent history.

It was noted that a moratorium has been in place on new track development while the review of the Wither Hills Farm Park Management Plan has been underway. Existing tracks have been maintained to the level under which they were developed and audited inhouse by Council staff during this time.

Members were advised that the mountain bike trails are used by a range of users from early beginner riders to advanced or very experienced mountain bike riders.

Ms Whiteman reported that several grade changes across the network have been recommended and these were detailed in the report.

It was noted that signage will need to be reviewed with a possible budget of \$30k being required. There is budget within the Land Subdivision Account, and the increase in mountain-biking (and walking) meets the criteria for growth in users to access this funding.

Members were supportive of the signage review and the budget proposed, and suggested that 'up to' be added to point 6 of the recommendation to ensure that if less budget is required it will remain in the Land Subdivision Account.

It was queried whether there would be alignment between Council controlled mountain bike trails and private trails. It was noted that Council can only implement the grading on its own land and what happens on private land is outside of Council's control.

It was reported that feedback from the Mountain Bike Club had been sought on the audit. The feedback received from the group acknowledged and agreed with some aspects of the report and disagreed with others. It was proposed that staff follow up with the Mountain Bike Club regarding the key differences between their submission and the recommended options.

In response to a query on whether having stock/wildlife in the park would adjust the grading of trails. Mr Noble advised no they wouldn't affect the grading but stock may damage tracks particularly after weather events.

**The Mayor/Clr Croad  
That Council:**

1. **Note the NZ Cycle Trail guidelines to provide a consistency of approach in maintenance and development of mountain bike tracks.**
2. **Note the track assessor's audit findings including signage and printed medium.**
3. **Note the concerns raised by the Marlborough Mountain Bike Club with respect to the proposed NZ Cycle Trail Guidelines.**
4. **Request Parks and Open Spaces consult directly with the Marlborough Mountain Bike Club regarding the key differences between their submission and the recommended option.**
5. **Delegate final decision making to the Chief Executive, Manager Property and Community Facilities, and Chair of Assets & Services Committee following further consultation.**
6. **Note the requirement to fund up to \$30,000 from the Land Subdivision Account to fund revised signage and printed track information once the final decision has been made.**

**Carried**

**A&S-0824-62      D'Arcy Christopher Foundation – Appointment  
of New Trustee      E210-009-03**

Members noted that the purpose of the report was to seek Council acceptance of the appointment of a new Trustee as per the Trust Deed for the D'Arcy Civil Defence Foundation Trust.

Mr Coningham advised that the Chair for the Foundation has been for a number of years, Graeme Faulkner. Iain Holdaway and Gayle Chambers were appointed in 2019. Mr Faulkner has signalled an intention to retire as a Trustee in 2025. A search by the Trust over the past year has been carried out to find a suitable Trustee to replace Mr Faulkner.

Mr Faulkner has identified a Phillip Elworthy to replace him as a Trustee. Mr Elworthy is held in high regard in the community and is interested in becoming a Trustee of the D'Arcy Christopher Foundation.

**Cls Dawson/Rosene:  
That the appointment of incoming Trustee Phillip Elworthy be accepted by Council.**

**Carried**

ATTENDANCE: Amanda Smith, Principal Network Manager, Marlborough Roads, was present for the following item.

**A&S-0824-63      Unformed Legal Roads Management Policy  
R800-004-02**

Ms Smith noted that the purpose of the report was to formalise a previously unwritten policy on how Council addresses matters relating to unformed legal roads.

It was noted that requests from the public to carry out maintenance on a paper road that has been created to access the property have been received. Council's unwritten policy has been that where there is an unformed legal road Council does not carry out maintenance. As the policy is not documented and available to the public to view this has created ambiguity in terms of applying an unwritten policy in relation to unformed legal roads.

Members noted the Draft Unformed Legal Roads Policy which was attached the agenda for members information.

The following amendments were noted:

1. For consistency that under point 2. - bullet point 6 change 'expected' to 'obliged' and move bullet point 6 to under bullet point 4.
2. The following link <https://www.sheepmeasles.co.nz> and appropriate wording to be added to the second paragraph of 6.2.

Several minor spelling/grammar amendments were noted and it was agreed that these and any others, if minor, could be made outside of this meeting.

**The Mayor/Clr Adams:**

**That Council approve the Unformed Legal Road Policy, with the following amendments:**

- a) Add the following link <https://www.sheepmeasles.co.nz> to Ovis Management and include appropriate wording.
- b) Add the word '*obliged*' to bullet point 6 for consistency
- c) Move bullet point 6 to follow point 4.

**Carried**

Note: Members considered the Marlborough Roads section of the Information Package at this point in the meeting.

### **A&S-0824-64 Road Stopping/Land Exchange – 74 Daltons Road, Havelock R800-004-H18, U220273M**

Mr Coningham noted that the purpose of the report was to seek Council's authorisation of the procedures associated with a road stopping/land exchange under the Public Works Act involving land at 74 Daltons Road, Havelock.

It was reported that the applicants own land in Pelorus Valley and are seeking to stop a portion of unformed legal road as it runs through the middle of the property, and has a shed located within the legal road. The original proposal was to stop the legal road with access to Te Hoiere/Pelorus River remaining available from unformed legal road further downstream at Daltons Bridge.

The application was sent to Herenga ā Nuku Aotearoa and local iwi, Ngāti Kuia for consideration. Both parties did not support the application as originally proposed. Subsequent discussions with the applicant / Herenga ā Nuku Aotearoa / Ngāti Kuia and Marlborough Roads has resulted in all parties supporting the proposal of a road stopping land / exchange as identified in the attached aerial (attachment 1).

It was noted that the exchange is like for like with no obligations on Council to form or fence the replacement legal road and all costs involved with the road stopping/land exchange rest with the land owner.

**The Mayor/Clr Adams:**

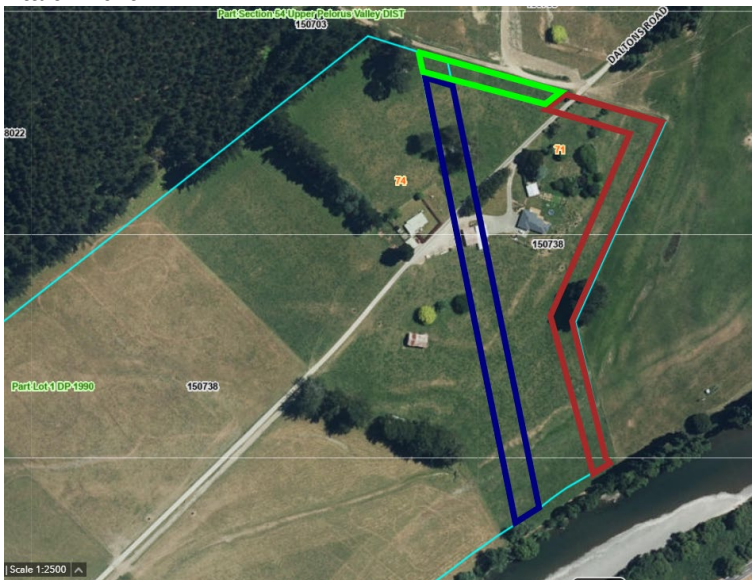
**1. That the Council approve:**

- a) Pursuant to Sections 116, 117 and 120 of the Public Works Act 1981 the stopping of the area of unformed legal road shown edged in blue as "road to stop" on the attached plan (refer Attachment 1) and for this to be amalgamated with an adjoining title to Lot 1 DP 1990 BLK IX Wakamarina SD held by M P and R R Coleman-Cowie, Title Reference MB51/18.

- b) Pursuant to Section 114 of the Public Works Act 1981 the declaration as road the land shown edged in Green and Red as “road to vest” on the attached plan (refer Attachment 1) being Part Lot 1 DP 1990 BLK IX Wakamarina SD 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.
  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 Proposed Marlborough Environment Plan. The agreement to be in place while the land is un-zoned and such agreement shall be prepared by the Solicitor acting for Council with the costs involved to be the responsibility of the applicant.
  4. That the road exchange to be completed before the subdivision consent (U220273) is exercised and a variation of the consent be completed to ensure that the land is included into the land to be subdivided, and the new road excluded from proposed Lot 3.
  5. That such approval be on the basis that the applicant is responsible for all survey, legal, administrative and other costs, even if the process does not proceed for whatever reason.
  6. That the exchange is like for like (not less than a 20m width) with no obligations on Council to form or fence the replacement legal road.
  7. That the interests registered on the current title are extinguished from the portion to become road so that it vests free of any encumbrances.
  8. That any easements necessary for services or utilities impacting on the portion of road proposed to be stopped be created and registered in conjunction with any transfer of the land should that part of the exchange be completed, with all costs involved to be the responsibility of the applicant.
  9. That it be acknowledged that the exchange will involve no compensation by either Council or the applicant.

**Carried**

***Attachment 1***



**A&S-0824-65 Information Package**

**Cirs Dawson/Flight:**

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

**Carried**

**A&S-0824-66      Decision to Conduct Business with the Public Excluded**

Cllrs Dawson/Rosene:

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

- Trunk Services

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
Trunk Services	To enable the Council, as holder of the information, to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) provided for under Section 7(2)(i)	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under Section 7 of the Local Government Official Information and Meetings Act 1987.

**Carried**

The meeting closed at 10.07 am.

Record No. 24213222

## **5. Committee Reports**

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### **5.3 Environment & Planning Committee**

Environment & Planning Committee Meeting held on 22 August 2024  
(Minute Nos. E&P-0824-67 to E&P-0824-85)



**Minutes of a Meeting of the  
ENVIRONMENT & PLANNING COMMITTEE**  
held in the Council Chambers and via Teams, 15 Seymour Street, Blenheim  
on THURSDAY, 22 AUGUST 2024 commencing at 9.00 am

**Present**

Clrs G A Hope (Chairperson), B A Fauls (Deputy), S J Arbuckle, R J Innes, B J Minehan (from 9.06 am), T P Sowman, Mr S Harvey (Rural Representative) and Mr R Smith (Iwi representative)

**Also Present**

Clr S R W Adams

**In Attendance**

Mr H R Versteegh (Environmental Science and Policy Group Manager) and Ms G Ferguson (Consents and Compliance Group Manager) and Ms N Chauval (Committee Secretary)

**Apologies**

**Clrs Hope/Fauls:**

**That the apology for absence from Mayor N P Taylor be received and sustained and the apology for non-attendance from Clrs J D N Croad and J A Arbuckle be noted.**

**Carried**

POSTSCRIPT: Clr Burgess advised by email, during the meeting, her apology for the meeting.

**E&P-0824-67 Declaration of Interests** -

No interests with items on the agenda were declared.

ATTENDANCE: Clr Minehan joined the meeting at 9.06 am during the following item.

ATTENDANCE: Jake Oliver, Council's Harbourmaster, was present for the following item.

**E&P-0824-68 ARATERE Grounding Incident Response**

**H100-001-01**

Mr Oliver noted that the purpose of the report was to brief the Council on the response led by the Harbourmaster to the ARATERE grounding in Picton Harbour and to provide a copy of the written report on the response. The report was included with the agenda for members' information.

To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24203442).

Members were advised that on or about 21:30 on the 21st June 2024, MV ARATERE ran aground in Titoki Bay, Picton Harbour in the Marlborough Sounds. The Harbourmaster stood up a response to the grounding, which was based out of the Nautical and Coastal (N&C) Office in Picton. A tier 2 regional oil spill was declared at 00:54 on the 22nd June by the ROSC in response to a potential oil spill due to the grounding of the ship. The ship was re-floated at or about 21:08 on the 22nd June 2024 with the assistance of the Port Marlborough tugs, MONOWAI and MAUNGATEA.

Included in the powerpoint was a portion of the live streaming of the refloating of the vessel. Mr Oliver reported that this footage was live streamed back into the Picton Office, Port Marlborough, the teams in Auckland and



Wellington for Maritime New Zealand. This provided an opportunity for a large number of people to view what was happening at same time.

Members were advised that formal debriefs with those involved in the event were held on 1 and 5 July. The lessons learnt during the debrief were captured in the incident report (attached to the agenda item) with 26 recommendations being made. Three of the recommendations are for external agencies and the remainder are for Marlborough District Council.

Mr Oliver noted that one of the areas identified in the report was who is the overall incident controller in a situation like this. One of the areas of work Harbours are undertaking is having conversations around who is the lead and who is the support agency in events like this. Also how it is defined where the centre of operations is.

In regard to the recommendations members queried whether there was a timeline for the completion of those and any resourcing implications going forward. Mr Oliver noted that some can be completed internally but it is likely that it will get to a point where further resourcing is needed for the bigger picture of response and readiness. If extra resourcing is required a report will be provided to Council for consideration.

Mr Oliver noted that a report updating members will be provided to a future Committee meeting and advised that this report is on the agenda for the Audit & Risk Committee.

Mr Oliver advised there has already been some changes in that Council's Team Leader Land & Water, Peter Hamil, is now qualified as a Second Regional on Scene Commander. This provides additional internal resourcing.

Members were advised there have been discussions with the MNZ Maritime Response team about undertaking some combined excises to test teams to the 72 hour plus mark. This will provide information on where our internal or Council response reaches it limits and how that gets supplemented.

Members asked a number of questions and noted their appreciation of the work that Jake Oliver and everyone involved had in dealing with the situation and bringing it to safe and satisfactory conclusion.

#### **Cirs Innes/Faults:**

- 1. That the information be received.**
- 2. That the report be released to external stakeholders.**
- 3. That the Nautical and Coastal team commence working on the recommendations in the report.**
- 4. That Council commences work on the recommendations in the report.**

#### **Carried**

ATTENDANCE: Oliver Wade, Council's Principal Coastal Scientist, was present for the following two items.

### **E&P-0824-69      Motuweka / Havelock Estuary - Broadscale Habitat Mapping Report 2024      E325-000-002-15 E325-006-002-03**

Oliver Wade presented the following to reports on behalf of Katie Littlewood.

Mr Wade noted that the purpose of the report was to present the findings from the State of the Environment (SOE) monitoring in Motuweka/Havelock Estuary in 2024.

It was noted that the State of Environment monitoring report for Motuweka/Havelock Estuary has been prepared by Salt Ecology for MDC and outlined the results and changes to the estuary since previous surveys. This report was included with the agenda item for members' information.

To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24203440).

Mr Wade advised that Salt Ecology identified over 60 estuaries in Council's rohe, from the inner Sounds all the way to D'Urville Island. They have also created a 3 tiered monitoring approach on a 1, 5 and 10 year basis, which outlines which estuaries need monitoring and when.

It was noted that estuaries and intertidal areas are extremely important biogenic habitats, that provide many ecosystem services including providing nursery grounds for juvenile fish species. They are also important to monitor as they act as an interface or buffer zone between the land and the ocean and therefore are strongly impacted by land use practices.

It was noted that Motuweka is a large ~800-hectare estuary with two main freshwater inputs into Motuweka – Te Hoiere/Pelorus River and Kaituna River. At the head of both Te Hoiere and Kaituna are extensive saltmarshes (~189ha) with a condition rating of 'very good'. Mud-elevated sediments were high throughout these saltmarshes, highlighting their ability to trap fine sediments.

Mr Wade advised that the seagrass habitat has significantly declined (~21ha decrease) in both extent and density since the previous survey in 2014. There is only 1.1ha remaining and 97% of this is low density coverage.

It was further noted that mud-elevated sediments are present across ~71% of the intertidal area, a condition rating of 'poor' and pacific oysters' distribution has remained relatively stable over time. Macroalgae extent has reduced since the 2014 survey, likely in response to the reduction in spartina sp. and limited light availability.

In response to a query on possibly increasing the frequency of monitoring, Mr Wade advised that through the new monitoring plan it is scheduled for 5 yearly and as part of the Te Hoiere Catchment Enhancement Plan one of the desired outputs of that is to have a seagrass pacific monitoring programme.

Members were advised that a group has been convened consisting of Ngāti Kuri, Rangitāne, Department of Conservation, Port Marlborough and the Marine Farming Association to consider and develop a plan to work towards restoring the estuary.

**Cirs S Arbuckle/Fauls:**  
**That the information be received.**

**Carried**

## **E&P-0824-70 Nydia Bay - Broadscale Habitat Mapping Report 2023 E325-000-002-15, E325-006-009-03**

Mr Wade noted that the purpose of the report was to present the findings from the State of the Environment (SOE) monitoring report in Nydia Bay in 2023. The report was included with the agenda item for members' information. To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24203440).

It was noted that Nydia Bay consists of four intertidal areas with large areas of salt marsh habitat, particularly herb field on the southeast and southwest flats. The catchment surrounding Nydia Bay is dominated by indigenous forest with the lower catchment areas regenerating after clearance during early settlement.

The broad-scale condition ratings suggest that Nydia Bay's intertidal areas are generally in 'good' to 'very good' condition. However, mud-elevated sediments were rated as 'poor' on both the North and Northwest intertidal flats.

The most significant and manageable threats to seagrass and salt marsh were identified as vehicle use on the Southwest and Southeast intertidal flats, resulting in physical damage, ultimately leading to losses of these high-value habitats.

In response to a query on how we could communicate this with coastal communities to try and protect the area. Mr Wade advised that work has started on an education programme and the coastal team, who are based in Picton, are able to spend time engaging with the communities in the Sounds to create an awareness of how they can help in saving these habitats.

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

**Carried**

ATTENDANCE: Alan Johnson, Council's Environmental Science and Monitoring Manager, was present for the following item.

**E&P-0824-71      Making of Pest Conifer Part of Regional Pest Management Plan      E315-002-005-07**

Mr Johnson reported that the Council reviewed the RPMP 2018 to include a region-wide pest conifer programme and following the hearing of submissions notified its decision on 9 July 2020. A submitter made an application to the Environment Court against the decision on the pest conifer part of the RPMP. The Environment Court has directed that the Council amend the RPMP to include a pest conifer site-led programme specifically for the Stronvar Retirement Area. The RPMP 2019 (amended 2024) was separately attached to the agenda for members' information.

It was noted that the pest conifer part of the RPMP has not yet been made operative, pending resolution of the Environment Court application.

Mr Johnson noted that to make the pest conifer part of the RPMP that the Council adopted in July 2020 operative, including the amendments directed by the Environment Court, the Council must modify the RPMP as directed by the Environment Court and fix its seal to the RPMP.

It was noted once the Council's seal is fixed to the Regional Pest Management Plan 2018 (amended 2024), a public notice will be published in the Marlborough Express and on the Council's website giving notice of the commencement of the pest conifer part of the RPMP.

Members were advised that wilding conifer management is included in the Council's Biosecurity Operational Plan 2018-2028 which is reviewed and reported on annually. Staff will update the Operational Plan to include the pest conifer programmes.

It was noted that Council has three months from the commencement date of the pest conifer part of the RPMP to do this but staff will seek to do this before the Biosecurity Operational Plan Report 2023-2024 is finalised.

**Mr Smith/Clr Faulls:  
That Council:**

- 1.      Modify the Regional Pest Management Plan to insert the amended provisions highlighted in the separately attached report as directed by the Environment Court under section 76(8)(a) of the Biosecurity Act 1993.**
- 2.      Make the pest conifer part of the Regional Pest Management Plan by fixing the Council's seal to the Regional Pest Management Plan 2018 (amended 2024) as set out in the separately attached report in accordance with section 77(1) of the Biosecurity Act 1993.**
- 3.      Give public notice of the making of the pest conifer part of the Regional Pest Management Plan and the commencement date of the part of the plan, being 14 October 2024 on which the Council fixes the seal, in accordance with section 77(5) of the Biosecurity Act 1993.**

**Carried**

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

**E&P-0824-72      Soil Quality Monitoring Annual Report 2023      E355-001-001-23**

Mr Oliver advised that the purpose of the report was for the Committee to receive the Soil Quality Monitoring Annual Report 2023. The report was separately attached to the agenda item for members' information and to highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24203435).

It was reported that there is now 24 years' worth of data, with 101 sites monitored on a five year rotation and is one of the most complete data sets for soil quality in the country.

For this year's investigation, soils were sampled from 25 monitoring sites that include six pasture sites, four cropping sites, fourteen vineyards, six exotic forestry and one native bush site. Five new sites were added to the programme in accordance with the programme review conducted in 2022.

The results are consistent with all previous years. While many sites show good soil quality, most soils show the effects of human land use. Soil compaction, elevated levels of nitrogen and phosphorus and loss of soil carbon remain the consistent theme of this work. 34% of sites reported soil compaction measurements outside the target range in 2023.

Mr Oliver advised that staff have developed an education programme to help improve soil management targeted at industries and activities with documented soil quality issues. Four on-farm soil focused workshops have been held. These were held on dairy and drystock farms in Linkwater, Rai Valley and Kaituna Valley as well as on a series of vineyards in the Awatere Valley and Wairau Plain. These workshops focussed on describing soils, evaluating the soils development at that site and identifying any potential barriers to productivity.

Members were advised that the workshops were partnered with Landcare Trust, Marlborough Grape Growers Co-op, local farmers and Rere Ki Uta Rere Ki Tai (a Our Land and Water sponsored agroecological farming project). Council staff will continue to seek opportunities to hold further workshops with these and other partners. These workshops provide practical hands on methods to reduce impacts on soil quality on-farm with minimal funding requirements.

**Clr Minehan/Mr Havey:**  
**That the report be received.**

**Carried**

### **E&P-0824-73      Soil Mapping Update**

**E3550-004-008**

Mr Oliver noted that the purpose of the report was to provide an update on the joint Council and Manaaki Whenua Landcare Research (MWLR) S-Map soil mapping project. To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24203433).

Members were advised that soil mapping work in Marlborough proceeds on schedule and within budget. Co-funding from MPI is drawing to an end in 2025, however, Council will continue mapping work as there is budget but it will mean that the work will take more time to complete.

Mapping work for Wairau Valley is complete and awaiting upload to S-Map in the August 2024 update.

Mr Oliver noted that the project seeks to update the soil mapping for the lowland productive areas of Marlborough from 1960's mapping to more modern and finer-scale mapping. Improvements in mapping are required to ensure soil data is adequate for modern landuse need such as irrigation allocation and nutrient management.

Members were provided with an update on the Blind River project noting that the Flaxbourne survey planned for 2025-26 will need to be conducted largely by Council staff which will mean a lengthening of delivery for Flaxbourne.

For the Marlborough Sounds a feasibility study will commence to look at the best approach to implement a digital soil mapping solution for improving the areas soil mapping. At this early stage, the researchers envisage focussing on areas where human activity is present (forestry, farming) plus on areas where significant downslope risks might exist such as towns, roads etc. Public Conservation land with few downslope risks will be a lower priority for mapping. A workshop commencing this work has been held and a report is pending.

**Clr Minehan/Mr Harvey:**  
**That the information be received.**

**Carried**

ATTENDANCE: The meeting adjourned at 10.47 am and resumed at 11.00 am

ATTENDANCE: Charlotte Thomlinson, Council's Environmental Scientist - Hydrology, was present for the following item.

### **E&P-0824-74      Surface Water Quantity – Report Card 2023/24** **E375-001-001-03**

Ms Thomlinson noted that the purpose of the report was to provide the Committee with an update on surface water quantity report card for the 2023/24 hydrological year. The report card was included with the agenda for members' information.

Members were advised that the 2023/24 hydrological year (July 23 to June 24) has been very dry with every rainfall monitoring site in the region recording below average rainfall. In Blenheim, 374mm of rainfall was recorded with the average usually at 615mm. This will be the third lowest annual rainfall total in 94 years since the Marlborough Research Centre started recording in 1930.

It was reported that one of the contributing factors for this occurrence was the El Nino event which lasted from September 2023 to May 2024. A medium scale drought was declared for the top of the South in mid-March.

River flows are lower than average across the region due to the extended low rainfall and runoff as there were few large flood events, with the largest being 1200 cumex which is well below a mean annual flood. However, the river was quite resilient to the conditions so only dropped below the minimum flow for irrigation takes in late March.

**Cirs Hope/Faults:**  
**That the report be received.**

**Carried**

ATTENDANCE: Mike Aviss, Council's Biodiversity Coordinator, was present for the following item.

### **E&P-0824-75      Significant Natural Areas Programme Annual** **Report 2023/24** **E310-006-001**

Mr Aviss noted that the purpose of the report was to update the Committee on the results of the Significant Natural Areas Programme 2023/2024. The summary report on the Results of the SNA Project 2023/24 was separately attached to the agenda for members' information. To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24203432).

Members were advised that report records the outputs of the Significant Natural Areas (SNA) programme over the 2023/24 year, including new sites surveyed, the restoration or management of threats in SNAs and the monitoring of their condition. It also reports on the results of associated projects, such as publicity.

Mr Aviss noted that the total number of SNA sites mapped in Council's database is now 782 along with 166 Recommended Areas for Protection (RAPs). The survey programme of SNAs is ongoing as landowners agree to provide access to their land. 13 new SNA sites have been documented and mapped during 2023/24.

It was reported that the Landowner Assistance Programme helps landowners to protect and restore SNA sites. There are currently 32 projects active, with \$232,550 of Council funding spent on managing sites during this reporting period. With other contributions made, including from landowners, this increased to \$541,384.

The SNA monitoring programme was active in visiting 38 sites: 24 Managed and 14 Un-Managed. As expected, managed sites were in better condition and trend than un-managed sites. The most obvious threats to sites in the north are possums while in the south, old man's beard is a real issue.

Mr Avis noted that with the modification of the east coast by the 2016 earthquake induced uplift, and the subsequent increased access by vehicles into the coastal environment, is an ongoing issue effecting threatened indigenous ecosystems and species. After consulting with the community, Council introduced a Bylaw in July 2023 to address damage and access issues. Results have been mixed. Restoration of indigenous biodiversity along the coast has become an important focus for the SNA programme.

Members were advised that a group of SNA landowners have set up a forum and members meet regularly to support each other, share resources and discuss innovations and how things can be further improved.

Members acknowledged the good work being undertaken by staff and the building of ongoing positive relationships with landowners.

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

**Carried**

NB: The order of the agenda was altered at this point and the following Item 16 was heard ahead of Item 11.

ATTENDANCE: Rachel Williams, Council's Compliance Manager, was present for the following item.

### **E&P-0824-76      Environmental Protection Enforcement Activity Summary for 2023/24      L150-018-12-06**

Ms Williams noted that the purpose of the report was to provide the Committee with a brief overview of - compliance activities undertaken by the Environmental Protection team for the 2023/24 year, the complaint response and enforcement activities undertaken by the team to ensure rules are applied with and an overview of how the team conducts enforcement and recent innovations undertaken by the team to enhance the enforcement process. To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24203431).

It was noted that the Environmental Protection team of Marlborough District Council (MDC) supports the sustainable management of Marlborough's natural and physical resources and ensures Council's statutory obligations are discharged. The Environmental Protection team investigate and monitor activities in Marlborough to ensure they are compliant with the Resource Management Act 1991 (RMA), Regulations and Council's Bylaws.

The Environmental Protection team while being the regulator and undertaking formal enforcement action, also has an important educational and awareness role. The team actively engages with Marlborough's communities and industries to increase knowledge and understanding of environmental matters.

Members were advised there were 524 complaints received and responded to in the 2023/24 year, in the 2022/23 year there were 503. Of those 36 were for contravention of a bylaw.

Ms Williams advised that the team operates under the 4Es model which is detailed in MDC's Enforcement Policy. The 4Es are: Engage, Educate, Enable and Enforce. It is recognised that multiple components of the model may be applied to any single incident.

It was noted that to engage and build a closer working relationship with industry and the community, the team attend regular meetings with industry groups, public meetings and publish and contribute to industry publications.

Ms Williams advised that the Team's focus for this coming financial year is to increase awareness of the team's functions, their outcomes and value to Marlborough's communities, iwi, industry and environment. Public facing information and documents of the team's activities is in development and Council's website is being updated to provide clear and easy educational guidance on RMA and bylaw activities.

Analysis of complaints received is underway to identify areas for education and engagement. This also contributes to the plan, do, monitor, review cycle of Marlborough's planning regime.

**Cllrs Minehan/S Arbuckle:**  
**That the report be received.**

**Carried**

ATTENDANCE: Steffi Henkel, Council's Environmental Scientist – Water Quality, was present for the following item.

**E&P-0824-77      River Health – Report Card 2024      E375-001-001-03**

Ms Henkel presented the annual River Health State of the Environment Report Card. The report card was included in the agenda item for members' information.

It was noted that river health is monitored at 35 sites and these have been monitored for the past 10 to 15 years. Following a recent monitoring network review, additional monitoring sites were added in the last two years to improve regional coverage and representativeness. As yet there is insufficient data available for these new sites to allow reporting on water quality.

Members were advised that the water quality of rivers and streams is monitored monthly. The results from several parameters monitored over a period of three years are used for the calculation of a water quality index, this allows ranking and categorising of the sites.

It was noted that a full report on the state and trends of river water quality is published every three years. The last such report was presented to the Committee last year in 2023 and contains in-depth analysis of parameter results and changes over time. In the years between full reports, annual report cards provide updated water quality indices and NPS-FM attribute bands.

Ms Henkel noted that sites and their associated catchments with low water quality indices are the centre of the Catchment Care programme and initiatives such as the Te Hoiere Project aim to improve the river in collaboration with landowners.

It was noted that the monitoring data shows that some Anticipated Environmental Results in the Proposed Marlborough Environment Plan associated with river health are met, while others require further work to be undertaken.

**Cirs Hope/Minehan:**  
**That the report be received.**

**Carried**

ATTENDANCE: Pere Hawes, Council's Manager Environmental Policy, was present for the following item.

**E&P-0824-78      Appeals on the PMEP      M100-09-01**

Mr Hawes noted that the purpose of the report was to provide members with an update on progress with resolutions of PMEP appeals.

Members were advised that the outstanding appeal points on Policy 8.1.1. and Appendix 3, criteria for ecological significance, have been resolved. A consent memorandum was submitted to the Court on 4 June 2024. A consent order was issued by the Court on 15 July 2024. The resolution of these appeals is significant as there is now certainty as to the criteria to be used in Council's Significant Natural Areas, Significant Wetlands and Ecologically Significant Marine Site programmes. The criteria in the PMEP are used to evaluate potential sites of significance and validate existing sites of significance.

It was reported that the following hearings have been scheduled by the Court to hear the outstanding appeal points on king shag feeding habitat and coastal occupancy. The king shag hearings are scheduled for 18-22 November 2024, in the Nelson Court House. The coastal occupancy hearing is scheduled for 10-13 December 2024, in the Blenheim Court House and is the last matter to be resolved within this topic.

Mr Hawes noted that these are the only two appeals to go to Court out of 1300 for resolution.

It was reported that a significant focus of future effort will be addressing the relationship between outstanding PMEP appeals and Variation 1 appeals. An audit of outstanding appeals is underway to establish the extent of provisions that may be able to be made operative. The results of the audit will be reported to the Committee.

**Clrs Innes/S Arbuckle:**  
**That the report be received.**

**Carried**

ATTENDANCE: Jamie Sigmund, Council's Strategic Planner, was present for the following item.

**E&P-0824-79      Variation 6 and 7 – Hearing Panel Delegation  
and General Update      M100-11-16, M100-11-20**

Mr Sigmund advised that the purpose of the report was for the Committee to receive an update on the progress of Variation 6 Kerepi, and Variation 7 Urban Residential Four; to appoint and to delegate authority to a panel to conduct a hearing, to hear and make determinations on submissions and further submissions and to make a decision on Variation 6 'Kerepi', and Variation 7 'Urban Residential Four' and to appoint a chairperson of the hearings panel.

It was reported that Council is proposing changes to 'zoning' and proposing a new planning framework introducing 'medium density housing (greenfields)' to the Proposed Marlborough Environment Plan. These matters have been progressed through two variations to the plan. The process for this is set out in Schedule 1 of the Resource Management Act 1991 (RMA).

The further submission period for both variations closed on 21 August 2024. The next step in the process is to hold a hearing to provide an opportunity for submitters and further submitters to present evidence on the variation and for that evidence to be considered, and a subsequent decision on the variation made by Council.

Members were advised that as provided for in Section 34 of the Resource Management Act 1991, Council can delegate authority to a panel to conduct the hearing and make a decision on the variation.

Members considered the provision and proposed that Clr Barbara Faulls be appointed to the Hearing Panel and to chair the process and that Clr Raylene Innes, and commissioners Maurice Dale and Matt Heale be appointed to the Panel. It was reported that all three hold a good knowledge of urban development, with each holding the Making Good Decisions accreditation.

**Clrs S Arbuckle/Sowman:**  
**That Council:**

- 1. Receive the update on the progress for Variation 6 Kerepi, and Variation 7 Urban Residential Four.**
- 2. Appoint a panel consisting of two councillors, Clr Barbara Faulls and Clr Raylene Innes, and two independent commissioners Mr Maurice Dale, and Mr Matt Heale, and to delegate authority to that panel to conduct the hearing, to hear and make determinations on submissions and further submissions and to make a decision on Variation 6 and 7.**
- 3. Appoint Clr Barbara Faulls as the Chairperson of the panel.**

**Carried**

**E&P-0824-80      Animal Control Sub-Committee      D050-001-A04**

The minutes of the Animal Control Sub-Committee meeting held on 11 July 2024 were presented for ratification by the Committee.

The following amendment to the Minutes was noted:

Under g) Microchipping Update add the word Dogs for 'Police ...'

**Clrs Faulls/Sowman:**  
**That the minutes of the Animal Control Sub-Committee meeting held on 11 July 2024 be ratified.**

**Carried**





**E&P-0824-83      Noise Control Contract Performance 2023/2024**  
**E350-007-009-02**

Ms Winter noted that the purpose of the report was to update the Committee on the performance of the Noise Control Contractor from 1 July 2023 to 30 June 2024 and explain how they perform their function. To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24203427).

It was reported that there were 798 excessive noise complaints received from 1 July 2023 to 30 June 2024, this is a reduction of 108 from the previous year. No Noise Abatement Notices were issued during this period.

Members were advised that monthly meetings are held with the local Armourguard manager to discuss any developing issues or concerns and monitor contractor performance. Information brochures are available to inform people on the process involved when a noise complaint is received and their rights if they have noise equipment seized. This information is provided when officers issue an excessive noise direction.

Ms Winter noted there will be continued monitoring of excessive noise control services and training of officers to ensure consistency of excessive noise assessment. There will also be continued development of educational material for members of the public to help inform them on noise related matters.

**Mr Smith/Clr Minehan:**  
**That the information be received.**

Carried

**E&P-0824-84      Information Package** -

**Cirs Hope/Innes:**  
**That the Regulatory Department Information Package dated be received and noted.**

Carried

**E&P-0824-85      Decision to Conduct Business with the Public Excluded** -

**Cirs Hope/Fauls:**  
**That the public be excluded from the following parts of the proceedings of this meeting, namely:**

- Confirmation of Sub-Committee Public Excluded Minutes

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.

Carried

The meeting closed at 12.31 pm.

Record No: 24214263

## **5. Committee Reports**

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### **5.4 Economic, Finance & Community Committee**

Economic, Finance & Community Committee Meeting held on 3 September 2024  
(Minute Nos. EFC-0924-89 to EFC-0924-103)



**Report and Minutes of a Meeting of the  
ECONOMIC, FINANCE & COMMUNITY COMMITTEE  
held in the Council Chambers and via Teams, 15 Seymour Street, Blenheim  
on TUESDAY 3 SEPTEMBER 2024 commencing at 9.00 am**

**Present**

Cirs J D N Croad (Chairperson), S R W Adams (Deputy), A R Burgess (from 9.46 am), D A Dalliessi, B G Dawson, B A Faulls, M R K Flight, G A Hope, R J Innes, B J Minehan, J C Rosene, T P Sowman, Mayor Nadine Taylor and Ms R Niven (Iwi Representative)

**Present via Teams**

Cirs J A Arbuckle and S J Arbuckle

**In Attendance**

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

**Apologies**

Cirs Croad/Hope:

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

Carried

**EFC-0924-89 Declaration of Interests** -

Clr Hope declared an interest in Item 5 – Marlborough Research Centre Research Allocations 2024/25

Clr Minehan declared an interest in Item 5 – Marlborough Research Centre Research Allocations 2024/25

Clr Dawson declared an interest in Item 6 – Business Trust Marlborough Annual Report 2023-24

NB: The order of the agenda was altered at this point and the following Items 4 and 6 were heard ahead of Item 3.

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

**EFC-0924-90 Future of Work Conference C150-002-018-01**

Jodie Griffiths noted that the purpose of the report was to inform the Council about the progress and achievements of the Future of Work Conference, detailing its growth, the scale of the 2024 event, and feedback from participants to guide the future of this Marlborough owned event.

A YouTube video was shown to members at the start of the report. (CM Record No. 24210212)

Members were introduced to the four presenters: Tegan Benseman – Senior Medical Student - GP Manu Ora; Lucy McLean – HR Hortus; Cheryl West – Richmond View School; Kelvin Watt – Graeme Dingle Foundation.

Each presenter spoke on their experiences with the conference. It was noted that the Graeme Dingle Foundation partners with Council in organising and running the conference. There have been five conferences held to date, with the initial event starting off quite small to this year's event where 2,100 students attended.

Members were advised that a detailed analysis of the 2024 conference's feedback from both students and industry has taken place. Evaluations were attached to the agenda item for members' information. It was noted

that this information will be used to refine future iterations of the Future of Work Conference, ensuring it continues to meet the needs of both students and employers in Marlborough while being financially sustainable.

As part of the discussion it was noted that MSD has withdrawn their funding for the event despite it being a top priority for the new government. Members considered this disappointing and proposed that a letter from the Mayor, in collaboration with Ms Griffiths, be sent to the lead public servant outlining members' concerns.

Members expressed their appreciation and support for the conference and welcomed seeing the outcome of the review.

**Clr Dawson/The Mayor:**

1. **That the information be received.**
2. **That Council staff and Future of Work Conference providers review the future delivery of the event.**
3. **That a proposal be brought back to Committee for the future delivery of the Future of Work Conference.**

**Carried**

ATTENDANCE: Clr Dawson declared a conflict of interest and withdrew for the following item and did not take part in the discussion.

ATTENDANCE: Clr Burgess joined the meeting at 9.46 am during the following item.

ATTENDANCE: Gina Jewell, Business Trust Marlborough Trustee, was present for the following item.

### **EFC-0924-91      Business Trust Marlborough Annual Report 2023-2024      E100-005-007-01**

Trustee, Gina Jewell presented the Annual Report of Business Trust Marlborough. To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24210210). The report was attached to the agenda for members' information.

The report detailed the activities of Business Trust Marlborough (BTM) in the financial year 2023/24. Members were advised that BTM have either met or exceeded their KPI's in 2022/23 with one exception being the mentor matches which were slightly short of target.

It was noted that Council provides core funding of \$54,068.19 to BTM to deliver business advice and access to business mentoring. The financial year 2023/24 was the final year of a three-year current contract between Council and BTM. A new three year contract has recently been signed. It was also noted that Council has the right to appoint a Trustee to the BTM Board, and Mr Darrell Bate is the current BTM Trustee appointed by Council.

Members were advised that a mid-year report will be provided by BTM on their 2024/25 activities in quarter 1 of 2025.

It was reported that BTM will continue to match the same number of mentors and mentees, provide training programmes, actively support the new Tech & Innovation Hub, engage more actively with outlying areas and increase the number of local businesses in front of Angel Investors Marlborough.

In response to a query on exploring the possibility of a Māori startup weekend, Ms Jewell advised that as part of BTM's strategic planning they are aiming to work more with local iwi and are keen to explore opportunities.

**Clrs Croad/Dalliessi:**  
**That the report be received.**

**Carried**

NB: Clr Rosene sought clarification on a conflict of interest for the above item. For this report it was noted that no conflict of interest existed.

Clr Dawson rejoined the meeting at 10.07 am during the following item.

ATTENDANCE: Neil Henry, Council's Manager of Strategic Planning and Economic Development, was present via Teams for the following item.

**EFC-0924-92      Submission to Vocational Education and Training Reforms 2024      E100-000-01**

Mr Henry noted that the purpose of the report was for the Committee to consider and approve a submission to Government's Vocational Education and Training Reforms Consultation 2024.

The draft submission was attached to the report for members' information.

It was noted that the current Government has committed to disestablishing Te Pūkenga and replacing it with a system that restores regional decision-making and connections between ITPs and their communities. Government is seeking feedback on proposed reforms for three parts of the vocational education system through consultation.

Members were advised there is broad agreement across the Top of the South that the best option for our wider region is for NMIT to be a standalone ITP. There will be a number of submissions from these organisations to support this position and the Mayor has recently cosigned a letter with the Chair of the Marlborough Chamber of Commerce to industry, encouraging industry submissions from Marlborough.

It was noted there remains several matters that need further clarification, these were discussed and detailed in the agenda item.

In reviewing the submission it was requested that for point 17 '*What are the minimum programmes and roles that need to be delivered by the new ITP sector for your region?*' that '*forestry and other pastoral and agriculture*' be added. Any further suggestions to be provided to the Mayor before the submission is finalised.

Mr Henry noted that the consultation closes on 12 September and it is not expected that any further consultation will take place.

**Cllrs Hope/Adam:**

**That Council delegates the approval of the final submission to Vocational Education and Training Reforms consultation 2024 to the Mayor and the Chair Economic, Finance & Community Committee for submission by 12 September 2024.**

**Carried**

ATTENDANCE: Cllrs Minehan and Hope declared a conflict of interest for the following item and withdrew from discussion.

ATTENDANCE: John Patterson, Chief Executive of Marlborough Research Centre, was present for the following item.

**EFC-0924-93      Marlborough Research Centre Research Allocations 2024/25      E100-011-01**

Mr Patterson noted that the purpose of the report was to inform the Committee of the research allocations by the Marlborough Research Centre Trust for 2024/25 financial year. To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24210211).

It was noted that the Marlborough Research Centre (MRC) receives an annual grant from Council to fund primary industry related research activities and is required to provide Council with a report on its annual research allocations. The report was attached to the agenda item for members' information.

Mr Patterson advised that a report on the 2023/24 research allocation outcomes and the MRC Annual Report will be provided in November.

Mr Patterson expressed his appreciation to Councillors for their recent visit to the campus and provided a further invitation to undertake a visit at the end of the year to view the activities and see how the facility is evolving.

It was reported that the Marlborough Research Centre has invested significant funding into the creation of a Living Lab which was opened on 26 July 2024. The Trust is undertaking engagement with the New Zealand Wine Partners and MPI / MBIE / AGMARDT endeavouring to create some long term partnerships around research funding. It was noted that these discussions may have some impact on exactly what programmes are for the Living Lab. An update will be provided to the Committee in November.

Mr Patterson reported that in the coming year there is an intent to review the funding allocation process with the review expected to be completed by the end of the calendar year. Council will be informed of the review outcomes and changes proposed.

In response to a query on whether there would be consideration given to reviewing the allocation of the Council grant for research as per the minute of the Council meeting in February. Mr Patterson advised that MRC will be looking at the extent of the committed and uncommitted funding and more broadly at the primary industries that MRC are supporting.

Details of the allocation of funding was included in the report and Mr Patterson provided members with further information on the New Zealand Dryland Forests grant and the announcement of a separate entity to commercialise the results of that investment.

At the conclusion of the discussion the Mayor moved that additional recommendations be added to ensure the direction of Council as noted in the February Council meeting minute is achieved and Council is protected where ratepayer funded research is commercialised.

#### **The Mayor/Clr Adams:**

- 1. That the report be received.**
- 2. That the current MRC performance indicators be referred to the LTP Working Group for review and the KPIs are updated to better reflect the Council minute of 22 February 2024.**
- 3. That the Long Term Plan Working Group review the MRC Funding Agreement to ensure that Council investment is protected where ratepayer funded research is commercialised.**

#### **Carried**

ATTENDANCE: Meeting adjourned at 10.40 am and resumed at 10.55 am.

ATTENDANCE: Dorien Vermaas, Council's Economic Development Portfolio Manager and Mark Unwin, were present for the following item.

### **EFC-0924-94      Innovate Marlborough Impact Report      E101-000-002**

Members noted that the purpose of the report was to receive the information and report on the impact and work of the Economic Development Team for the region for Financial Year 2023 – 2024. To highlight the report a powerpoint presentation was shown (presentation filed in CM Record No. 24210208).

Ms Vermaas noted that the report provides an insight into the work programme that was delivered in accordance with the Annual Plan that was set out at the start of the Financial Year '23-'24 – in alignment with the Marlborough Economic Wellbeing Strategy and in collaboration with economic stakeholders in Marlborough.

It was noted that the Economic Development Team published its first economic strategy for the region in November 2022. Following the launch of the Strategy and the new framework of collaboration and work-programmes the Economic Development Team presented an Annual Plan for its activation programme and larger projects at the start of FY '23-'24.

It was noted that the report looks back at the work programmes and provides an overview of the achievements of the team.

Members were advised that a more detailed report on the Marlborough Screen Office will be provided at the next Committee meeting.

In response to a query on key stakeholders and how we can ensure Marlborough's diverse communities are heard, Ms Vermaas noted that engagement with iwi and different business communities was undertaken with the Marlborough Economic Wellbeing Strategy 2022-32 (MEW) being developed. The MEW jointly creates a vision for the Marlborough economy and looks for future pathways for Marlborough to achieve the goal of a diverse and inclusive economy that has wellbeing at its core and is human centred by design. The Strategy is available on Council's website [here](#)

Mr Unwin and Ms Vermaas responded to further questions from members.

**Cllrs Croad/Dalliessi:**  
**That the report be received.**

**Carried**

ATTENDANCE: Samantha Young, Council's Regional Events Advisor, was present for the following two items.

### **EFC-0924-95      Commercial Events Fund Criteria Review** **E100-002-006-06**

Ms Young noted that the purpose of the report was to present recommended changes to Council's Commercial Events Fund Criteria.

Ms Young advised that the current funding criteria and accountability requirements have been in place since the Fund's inception in 2014 with only minor updates being made following a review by the sub-committee in August 2020.

It was reported that at the last Economic, Finance & Community Committee meeting members were presented with some proposed changes to the funding criteria for the Commercial Events Fund recommended by the Commercial Events Fund Sub-Committee. In response to those recommendations the question was raised on whether the revised criteria sufficiently supported Marlborough's major events.

Members were advised that the Sub-Committee have met and concluded that the proposed revised criteria does support Marlborough's iconic events. This is particularly so with the increase in the number of years that an event can be funded and that all event costs will now be considered in applications.

The changes to the Commercial Events Fund Criteria were detailed in the agenda and are proposed to be in place from round 1 of 2024/2025.

Clr Sowman requested that Gifts be included in the costs that are ineligible for funding noting they can be used instead of payment.

**Cllrs Innes/Fauls:**  
**That Council agrees to adopt the Commercial Events Fund Sub-Committee's recommended changes to the Commercial Events Fund criteria from the next funding round - Round 1 of 2024/2025.**

**Carried**

### **EFC-0924-96      Commercial Events Fund Sub-Committee** **E100-002-006-28**

The Minutes of the Commercial Events Fund Sub-Committee meeting held on 31 July 2024 and 20 May 2024 were attached for ratification by the Committee.



**Cllrs Innes/Dalliessi:**

**That the Minutes of the Commercial Events Fund meetings held on 31 July 2024 and 20 May 2024 be ratified.**

**Carried**

**EFC-0924-97      Housing for Seniors Sub-Committee**

**D050-001-H01, C600-004-002-01**

The Minutes of the Housing for Seniors Sub-Committee meeting held on 23 July 2024 were attached for ratification by the Committee.

Members were advised that the Blessing for the Senior Housing George Street site is confirmed as – Thursday, 3 October 2024.

**Cllrs Croad/Innes:**

**That the Minutes of the Housing for Seniors Sub-Committee meeting held on 23 July 2024 be ratified.**

**Carried**

ATTENDANCE: Tessa Dever, Council's Financial Reporting Manager, was present for the following item.

**EFC-0924-98      Financial Report for Council – Period Ended 30  
June 2024**

**F275-001-01**

Ms Dever noted that the purpose of the report was to present the Financial Report for Council for the period ending 30 June 2024.

Members were advised that the report has the draft figures from the point in time it was written for the year ended 30 June 2024. The report shows a cash deficit of \$0.8M which is \$7.6M favourable to budget of \$8.4M. It was noted there is still entries to be completed before the Annual Report figures would be available.

Ms Dever advised that as the Long Term Plan was planned to be signed late there is a 3-month extension for the preparation of the Annual Report. A mid-December sign-off for last year's figures is being targeted.

It was noted that a large portion of the year end work has been completed in line with the traditional timeline. There are some areas still outstanding and these were outlined to members. The draft is expected to go to the auditors with finalised figures mid to late October.

It was reported that Capital Expenditure is at \$62.4M which is \$60.3M under the funded amount in the Annual Plan of \$122.7M.

Ms Dever noted that roading works are to be transferred across and a number of capital expenditure projects have either been rebudgeted through the Long Term Plan process or they are included in the 2023/24 Budget Carryovers item presented later in this agenda.

**Cllrs Croad/Dawson:**

**That Council receive the Financial Report for the period ending 30 June 2024.**

**Carried**

**EFC-0924-99      2023/24 Budget Carryovers**

**-**

Geoff Blake noted that the purpose of the report was to obtain Council approval for the 2023/24 budget carryovers to be incorporated into the 2024/25 budgets.

Members were advised that due to timing it was considered prudent to include all the budget information from each of the Council areas into one meeting for consideration.

It was noted that a number of grants and projects scheduled for completion in the 2023/24 year were either not made or not completed for a variety of reasons. The total of these are \$25.9M, similar to \$27.5M last year. Details of these were included as an attachment to the agenda item.

Since funding for these works was determined in the 2023/24 budget within the 2023/24 Annual Plan it is now necessary to amend the 2024/25 budgets to reflect these 'carryovers'.

It was noted that there is no rating impact arising from the 'carryover' action.

Mr Blake noted the following amendment to the agenda item ... *Unit 39332 Reserves: Unspecified (Group 1A) Govt Capital Grants & Donations (~~1,702,750~~) (170,275). This has affected the total value on the carryovers of \$1.5M.*

In response to a query regarding at what point in time do carry overs stop, Mr Blake noted that a Budget Process Review paper has been presented to the Audit & Risk Committee for consideration on this matter.

**Cllrs Croad/Innes:**

**That Council agree that the 2024/25 budgets be amended to incorporate the 2023/24 carryovers.**

**Carried**

### **EFC-0924-100 Debtors Overdue Reports as at 31 July 2024**

**F220-002-020-24**

Mr Blake noted that the purpose of the report was to advise Council on the overdue debtor position as at 31 July 2024.

The debtors' overdue summary report was attached to the agenda item for members' information.

The annual resource consent administration fees were charged in July 2024 totalling approx. \$1.4M. The balance owing as at 22 August 2024 is \$473,317 (67% have been paid).

The 90 Days balance includes invoices for the annual resource consent administration fees for 2023/2024 year that have not been paid. Invoice copies have been emailed requesting payment.

The Property Leases and Licences Debtors Report as at 31 July 2024 were also attached for Councillors' information.

**Cllrs Dawson/Minehan:**

**That the information be received.**

**Carried**

### **EFC-0924-101 Rates Report as at 31 July 2024**

**F270-36-24**

Members noted that the purpose of the report was to advise Council of the rates position as at 31 July 2024.

Mr Blake advised that there is a credit balance as the rates have not yet been set. It was noted that there are a large number of people that are continuing to pay their rates based on the prior year's amounts.

The Water Billing Debtors Report as at 31 July 2024 was attached to the agenda item. It was noted that the current balance is in credit due to a number of people paying the account after the direct debit had been processed.

It was noted that there are a number of Renwick and Havelock water invoices that are needing to be reassessed by the water team due to large water leaks.

**Cllrs Dalliessi/Fauls:**

**That the information be received.**

**Carried**

**EFC-0924-102 Information Package** -

Clrs Croad/Sowman:

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

Carried

ATTENDANCE: Clr Innes withdrew from the meeting at 11.45 am at the conclusion of the following item

**EFC-0924-103 Decision to Conduct Business with the Public Excluded** -

Clrs Croad/Innes:

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

- Sub-Committee Minutes (Public Excluded Sections)
- Debtors

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.
Debtors	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 12.00 pm.

Record No: 24216641

## **5. Committee Reports**

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### **5.5 Special Hearing Committee to hear submissions on the 2024-34 Long Term Plan Consultation Document**

**Special Hearing Committee to hear submissions on the 2024-34 Long Term Plan Consultation Document** Meeting held on 10, 11, 12 & 13 June 2024  
(Minute No. LTP-0624-410)



**Report of a Meeting of a Special Hearing Committee to hear submissions  
on the 2024-34 Long Term Plan Consultation Document  
held in the Council Chambers, 15 Seymour Street, Blenheim  
on MONDAY 10 JUNE, TUESDAY 11 JUNE, WEDNESDAY 12 JUNE and  
THURSDAY 13 JUNE 2024  
commencing each day at 8.30 am**

### Present

The Mayor N P Taylor (in the Chair), Cllrs S R W Adams, J A Arbuckle, S J Arbuckle, A R Burgess, J D N Croad, D A Dalliessi, B G Dawson, B A Fauls, M R K Flight, G A Hope, R J Innes, B J Minehan, and T P Sowman

### In Attendance

Messrs G Blake (Chief Financial Officer) and Ms N J Chauval (Committee Secretary)

### Apologies

An apology from Cllr Hope was received for Wednesday 12 June 2024.

An apology from Cllrs Burgess and Rosene was received for Thursday 13 June 2024.

## **LTP-0624-410 Long Term Plan Update 2024-34**

**F230-L24-11-04**

For each of the Hearing sessions Mayor Taylor welcomed those present and explained the proceedings that would be undertaken for the hearings.

There were 367 submissions received and of those 108 submitters wanted to speak to their submission.

The following speakers had indicated they would speak to their submission but withdrew for various reasons from the Hearing.

- 39 Sean Trengrove YMCA Nelson
- 125 Hana Wilkinson NPFS Te Waipounamu
- 193 Hamish Morrison Federated Farmers Dairy Chair
- 195 John Patterson Marlborough Research Centre
- 272 Evan White Federated Farmers of New Zealand
- 293 John Collyns Retirement Villages Association New Zealand
- 309 Fraser Brown Marlborough Mountain Bike Club
- 320 Daniel Maas
- 88 Scott Burnett Forest & Bird

### Sounds Roding

- 253 Andy Morris Sport Tasman
  - 98 Charles (Rob) Grigg
  - 281 Cathie Bell Mistletoe Bay Eco-Village Trust Inc
  - 318 Eugene Whakahoehoe Te Runanga of Ngati Kuia
  - 272 Evan White Federated Farmers of New Zealand
  - 341 Guy Lissaman Trelawne Farm Limited
- NB: Hearing notes were circulated to members in Guy Lissaman's absence (CM Record No. 24147562)*
- 76 Mark Beardsley
  - 138 Owen John Glover
  - 274 Tracey Hewitt
  - 356 Richard Osborne Pelorus Farms Limited

### Submissions withdrawn

- 297 Lynette Rayner Blenheim Business Association
- 310 D Innes

The following is a list of those that spoke to their submission, a note of any presentations and information circulated to the Mayor and Councillors. All submitters were present in the room or attended via Teams.

### Monday, 10 June 2024

144 *Russell Hopkins*

Topic: Commented on a number of topics including Harling Park

Decision Sought: I ask Council to make improvements to Harling Park.

329 *Robert Terry (Free Public Defenders Service)*

Additional information was circulated to Councillors (CM Record No. 24165152)

Budget Requested: \$52,000

Topic: Commented on a number of topics within his submission

Decision Sought: That Council provide a free Public Defenders Service.

360 *Diane Payton*

Presentation notes were circulated to Councillors. (CM Rec No. 24149583)

A powerpoint presentation was shown (CM Record 24166401)

Topic: Freedom Camping, General Roothing, Solid Waste

188 *Yvonne Wratt Grovetown Residents Association*

Topic: Sewerage

Decision Sought: Spread the cost of the targeted sewerage loan rate, imposed on the small rating base of Grovetown, back in 2008, that also enabled the sewerage to be taken from Spring Creek through to the Blenheim sewerage pond, over all those that pay a sewerage rate to use the Blenheim sewerage ponds. The impact of this spread over the wider rating base will be an additional 0.047 cents per week on users. The spreading of costs over a wider rating base is how Seddon's new water infrastructure was funded. Alternatively, stop charging huge amounts of internal interest on the Grovetown targeted sewerage loan. Back in 2008 the 120 residential ratepayers in Grovetown were advised in writing, that our share of the projects costs would be \$1,489,189. The latest figures from Council will require us to pay an additional \$1,549,685 in internal interest charges, bringing the total cost to \$2,853,216, yet the original contractors sewerage pipework and construction costs were within budget. This additional \$1,549,685 of internal interest charges, will be used to subsidise other unrelated Council projects across Marlborough.

*Postscript: The submitter was emailed an update from the Small Townships Programme on the roading and speed calming projects being undertaken.*

20 *Leeson Baldey (Warmer Healthier Homes Te Tau Ihu Charitable Trust) – present via Teams*

Budget Requested: \$110,000

Topic: Community Support

Decision Sought: We request Marlborough District Council continue to support Warmer Healthier Homes Te Tau Ihu Charitable Trust with \$30,000 per annum for a minimum of three years to allow us to continue to deliver on our successful community insulation programme; where 927 homes have been insulated in the Marlborough Region. Further, Marlborough District Council's funding support allows us to leverage additional funding via Energy Efficiency & Conversation Authority, Health NZ/Te Whatu Ora and Rata Foundation.

279 *Jo Kerry*

Topic: Chlorination of water, Art Strategy, Biosecurity, Community Facilities, Freedom Camping, Democratic Process, Depreciation Three Waters, Development Contribution, Flood Protection, General Roothing, Infrastructure Strategy, Museum Art Gallery, Rates, Solid Waste

Decision Sought: General waste bins should be able to accept organic waste, I know that private waste trucks take organic waste in their bins and dump it in general waste. You could incentivise people to use green waste facilities at the dump by giving them a bag of compost now and again.

ATTENDANCE: Clr Hope withdrew from the Hearing at 9.48 am.

ATTENDANCE: The Hearing adjourned at 10.30 am and reconvened at 10.45 am.

ATTENDANCE: Clr Hope rejoined the Hearing at 10.45 am.

23 *Carmen Gimpl (Picton Little Theatre)*

Brad Goode spoke to the submission. Notes from the speaker were circulated to Councillors (CM Record No. 24144344)

Budget Requested: \$9,000

Topic: Culture Heritage

Decision Sought: An annual operating expense grant of \$9,000 (GST exclusive) per year for five years to help cover the dramatically increased insurance costs of around \$13,500 per year (GST exclusive) for an existing venue that supports art and creativity in Picton.

53 *Chris Marshall (Endeavour Park Pavilion Society Inc)*

A powerpoint presentation was shown (CM Record No. 24139966)

Topic: Community facilities.

Decision Sought: 1. Increase reimbursement of Assistant Facilities Manager wages from 10 hours (\$250) per week to 15 hours (\$375) per week.

2. Building Maintenance - Port Marlborough Pavilion was opened in 2013 and for a public building of its nature has experienced high usage.

- a. There are visible signs that in 2023/24 the building will need repainting inside and out to prevent major deterioration.
- b. Carpark in need of repair. Resurfacing following building construction of Stage 1 was delayed until completion of Stage 2 which is unlikely to be completed within next 5 years.

3. Stage 2 EPPS has completed a self-funded Feasibility study, tabled for Acceptance. The study brief included Endeavour Park holistically including playing fields and pavilion facilities. We recommended the following outcomes be included in the Council's Long-Term Plan:

- a. Addition of active zone, storage, deck, and solar power estimate \$4.5M
- b. External exercise training equipment/playground \$990,000
- c. Partial cover for courts for wet weather training/play \$440,000.

106 *John Hickman (Flaxbourne Settlers Association)*

Topic: Community Facilities, Infrastructure Strategy

Action: Trust to provide their current and projected financial position.

249/244 *John Hickman (Kevin Loe) (Flaxbourne Heritage Trust)*

Topic: General Community Facilities

Decision Sought: Go ahead with the public toilets as muted for Ward.

Topic: Culture Heritage

Decision Sought: We seek for the Council to substantially increase the annual operational grant to the Flaxbourne Settlers Assn. Currently \$7,500, we request that this be at least doubled on an annual basis and that a one off grant or assistance could be added to cover the pending costs in cataloguing, filing and setting up systems that are appropriate to make the best of our new Heritage Centre as a showcase cultural heritage and educational facility for South Marlborough The Trust also asks Council to now release the \$250,000 previously set aside as we enter the fit out stage. That \$250k will be less than 10% of the finished cost of this very ambitious project that will be of great value to the wider community and travellers and for future generations. We ask Council to keep in mind and consider that there could be further assistance required before the total project is complete.

Action: Submitter to provide their current financial position and projected position.

50 *Tonya Patchett and Lisa Belgrave (Blenheim Polo Club)*

A powerpoint presentation was shown (CM Record No. 24144826)

Budget Requested: \$100,000

Topic: General Community Facilities

Decision Sought: The decision I seek from the Council is to fund the relocation of the Blenheim Polo Clubrooms from Rewi Murray Polo Park to 3299 State Highway 1 Waipapa Bay 7371 and toilet block installation. The \$100,000 we are applying for also accounts for getting the site prepared for the building, and consents for building and toilet and remedial repairs to clubrooms from being dismantled into 2 halves for transportation. This also includes the GST charged on the quotes. We have received 2 quotes and the one we chose is much cheaper than the local contractor.

202 *Tim Crawford (Marlborough Equestrian Park NZ Inc.)*

A powerpoint presentation was shown (CM Record No. 24143869)

Topic: Community Facilities

Decision Sought: Funding for an irrigation system for the Equestrian Park.

Action: Submitter to provide current financial statements.

192 *Robert McCaw and Rick Stolwerk (present via Teams) (East Coast Protection Group)*

Budget Requested: \$150,000

Topic: Environment Protection

Decision Sought: To help community groups across Marlborough and continue this work that benefits the whole community the ECPG requests that Council double the amount of funding provided in its "working for nature" fund that is available for allocation to eligible groups. We also request that the fund is annually adjusted for inflation.

Action: Updated financial information and the result of the funding application.

ATTENDANCE: The Hearing adjourned at 12.30 pm and reconvened at 1.30 pm.

ATTENDANCE: Cllr Burgess withdrew from the Hearing at 1.32 pm.

305 *Mary O'Brien (CCS Disability Action) - present via Teams*

Topic: Emergency Management, General Community Facilities

Decision Sought: To commit to work with the local Access and Mobility Group, local emergency services and Civil Defence to include addressing disability and inaccessibility in ongoing management planning.

Acknowledge the contribution that accessibility makes to community wellbeing and identify how accessibility can be improved in the projects approved by the Council. This should include consulting with disabled people to identify areas where access prevents community participation, conducting accessibility audits and using the information gained to prioritise improvements. Commit to Accessibility Audits of all plans for public convenience renewals. Riverside board walk – Blenheim: Ensure that any replacements are slip/skid replacement - to achieve this we recommend that the Council take advice from an access expert with sound technical knowledge and a deep understanding of the lived experience of disability.

ATTENDANCE: Cllr Burgess joined the Hearing at 1.53 pm during the following submission.

120 *Neil Sinclair (Marlborough Mountain Bike Club)*

A powerpoint presentation was shown (CM Record No. 24153256)

Budget Requested: \$20k (fencing skills park) \$30k-\$40k (repurpose existing track) \$50k in FY25 and FY26 (track maintenance and bring back to grade)

Topic: Community Facilities

Decision Sought: Maintenance of existing tracks, fencing of the Skills Park Area and repurposing an existing track to a jump line.

254 *Kevin Wilson (Thursday Recreation Mountain Bikers)*

Topic: General Roding, Infrastructure Strategy

183 *Stuart Barnes and his children Scott and Ria*

Additional information received prior to Stuart's hearing time was circulated to Councillors (CM Record No. 24143840). Further information was received from Stuart following the hearing and this was also circulated to Councillors (CM Record No. 24147548). A video was shown (CM Record No. 24144336)

Budget Requested: \$218,000

Topic: General Community Facilities

Decision Sought: I'd like the council to commit to providing an asphalt pump track for the community in Picton.

9 *Michael Insley and Ben Burridge, Club President (Rapaura Tennis Club Incorporated)*

A powerpoint presentation was shown (CM Record No. 24153274)

Budget Requested: \$20k

Topic: Community Facilities

Decision Sought: We are seeking ongoing assistance from the Marlborough District Council for maintaining the Rapaura War Memorial Reserve. The level of assistance we are requesting is: To maintain the existing



grant within the next 10 year plan, 2024-2034 with an increase to the level of annual grant in line with CPI from the start of the new grant period to \$20,000 p.a. (Increase of \$5k pa).

150 *Maurice Carter (Marlborough Bridge Club Inc)*

Topic: Infrastructure Strategy

Decision Sought: Identify a suitable home for Marlborough Bridge Club with consideration given to space in the proposed A&P Park Pavilion

Action: Information on amount Club can contribute to the new build.

93 *Sarah Murray (Recreation Aotearoa Te Whai Oranga) and Sam Newton - present via Teams*

Topic: Community Facilities

ATTENDANCE: The Hearing adjourned at 3.10 pm and reconvened at 3.45 pm.

326 *Mahina Henry-Campbell and Jo Lane (Marlborough Netball Centre)*

A powerpoint presentation was shown (CM Record No. 24153278) Additional information was circulated to Councillors (CM Record No. 24128839)

Budget Requested: \$3,115,420.92

Topic: Community Facilities

Decision Sought: To explore the opportunity to initiate construction of covered courts at Lansdowne Park.

253 *Andy Morris (Sport Tasman)*

Ed Shuttleworth (CEO) and Mahina Henry-Campbell (Sport Tasman) spoke to the submission supported by a powerpoint presentation (CM Record No. 24153278)

Topic: Art Strategy, Community Facilities, Flood Protection Spring Creek, General Roothing, Rates, Regulatory Fees and Sounds Roothing

122 *Nick McGowan*

A powerpoint was shown but this was not saved into CM as the submitter brought it in on the day of presenting. Following the hearing additional information was received and circulated to Councillors (CM Record No. 24152216)

Topic: Infrastructure Strategy

Decision Sought: Propose the construction of a footbridge between the railway station and a section of land adjacent to the Bluebridge ferry terminal on Lagoon Road.

338 *Anna Bensemman (Baseline Group Marlborough)*

Additional information was circulated to Councillors (CM Record No. 24149642)

Topic: Development Contributions

343 *Rob Steel and Julia Campbell (Kāinga Ora Homes and Communities)*

Topic: Development Contributions

Decision Sought: Kāinga Ora would like to indicate its broad support for the draft Long Term Plan 2024-2034 and would like to see this adopted.

240 *Oliver Boyd (Summerset Group Holdings Limited) – present via Teams*

Topic: Development Contributions

180 *Martin Vince (Robbie Peat) (Okiwi Bay Ratepayers Association)*

Topic: Marine infrastructure improvements and flooding and erosion issues

The Monday, 10 June 2024 Hearing adjourned at 5.35 pm and reconvened on Tuesday, 11 June 2024 at 8.30 am.

## Tuesday, 11 June 2024

13 *Jo Lane (Marlborough Youth Trust)*

A powerpoint presentation was shown (CM Record No. 24145294)

Budget Requested: \$40k

Topic: Community Support, Community Facilities

Decision Sought: We currently receive \$30,000 per annum operational funding support from MDC as per the Long-Term Plan. We seek an adjustment to meet the increased costs from MDC property management for

OPEX, (\$20K) and other operational expense increases, like electricity (\$16K), maintenance(\$2k), waste disposal(\$2k), and cleaning of MySpace Youth Centre (\$22k), cleaning product (\$2K). A conservative calculation of our annual expenses to keep MySpace compliant to a high standard of safety and health is in excess of \$60,000. While we realise that MDC are not sole funder, and on this basis, we are seeking that the annual operational fund from MDC, is adjusted to \$40,000 per annum and that this grant is imbedded into the Marlborough Long-Term Plan.

We seek continued support in kind from MDC, for the mahi Marlborough Youth Trust does. MYT would like to thank MDC for all their support over the years.

263 *Kelvin Watt (Graeme Dingle Foundation Marlborough)*

A powerpoint presentation was shown (CM Record No. 24167616)

Budget Requested: \$2k

Topic: Community Support

Decision Sought: Our primary purpose in making a submission is that we wish to thank Council for your ongoing support of our programmes and acknowledge the tremendous impact this has for the thousands of young people in our region. Inflation has risen by 17.6% since the funding levels (of \$12,000) for Career Navigator were set by Council. We respectfully request that the level of contribution be increased in line with inflation – by \$2,000, to \$14,000. Thank you for considering our submission.

255 *Paul Davidson (Marlborough Historical Society Incorporated)*

A powerpoint presentation was shown (CM Record No. 24153199)

Topics: Art Strategy, Museum Art Gallery

Action: Mr Davidson to provide a written summary of the decision the Society is seeking from Council.

303 *Paul Davidson (Bytesize Film Productions)*

A powerpoint presentation was shown (CM Record No. 24153199)

Topic: Art Strategy, Museum Art Gallery

Action: Submitter to provide (1) up-to-date financial information, (2) confirmation of the financial commitments of the other donors, (3) a proposed budget for future costs and what would be received from those; (4) clarification on how this new film differs from the 'Once Were Whalers' film about the Sounds whaling history that is currently available on DVD.

335 *John Orchard*

A powerpoint presentation was shown (CM Record No. 24167654). A copy of the submission notes was provided (CM Record 24128394)

Topic: Museum Art Gallery

331 *Phillippa Woodward*

Topic: Art Strategy, Museum Art Gallery

ATTENDANCE: Clr Burgess withdrew from the Hearing at 10.05 am.

128 *Sharon Evans (Renwick Museum and Watson Memorial Library)*

Also present was David McLuckie and Megan Ross.

Topic: Art Strategy, Museum Art Gallery

288 *Cathie Bell (New Zealand Chinese Language Week Trust)*

A video was shown (CM Record no. 24204742)

Budget Requested: \$2000

Topic: Art Strategy, Museum Art Gallery, Culture Heritage

Decision Sought: The New Zealand Chinese Language Week Trust is a charitable trust that operates on sponsorships and grants, and we request a \$2000 grant from Marlborough to help us facilitate activities in Marlborough for the week. This year's offering includes the grant of 100 Chinese language books to the district's libraries. We hope to be able to work with district library staff to organise some community activities around the book's grant.

ATTENDANCE: The Hearing adjourned at 10.30 am and reconvened at 10.45 am.

ATTENDANCE: Clr Burgess rejoined the Hearing at 10.52 am during the following submission.

164 *Brian Henstock (Marlborough Community Vehicle Trust)*

Topic: General Community Facilities

Decision Sought: Continued support from MDC.

ATTENDANCE: Clr Flight declared a conflict of interest and withdrew for this submission.

102 *Stuart Petersen (Blenheim Community Patrol Charitable Trust)*

Budget Requested: \$3,000

Topic: Community Support

Decision Sought: Currently Blenheim Community Patrol receives \$5000.00 annually by way of an Ongoing Annual Operating Grant from MDC. As our patrol group grows, we are requiring additional funding to cover our increasing operating costs. Blenheim Community Patrol seek an increase of our current grant from \$5000.00 to \$8000.00.

16 *Aimee Payne and sons Tommie and Ollie*

Topic: Community Facilities Open Spaces and Projects, Art Strategy

Action: Provide a quote for the painting.

Postscript: Email received with Sean Duffell's quote for the mural which was circulated to Councillors. (CM Record no. 241475921)

64 *Ivan Sutherland and Peter Jerram (Totaranui 250 Trust)*

A powerpoint was shown (CM Record No. 24204762)

Budget Requested: \$100,000

Topic: Culture Heritage

Decision Sought: Approve seed funding of \$100,000.

NB: Additional information was provided at the hearing and circulated to members. (CM Record No. 24149600)

ATTENDANCE: Clr J Arbuckle withdrew from the Hearing at 12.00 pm.

139 *Jane Du Feu (Te Tauihu o Te Waka a Maui Māori Culture Council) – present via Teams*

A powerpoint was shown (CM Record No. 24143852)

Budget Requested: \$140,000

Topic: Community Support

Decision Sought: 3.1 The request to Council is to include: \$40,000 (\$10,000 in 2024 and 30,000 in 2026) to contribute towards the hosting to support national kapa haka events held in Te Tau Ihu region; and 3.2 A contribution in 2024-2025 to contribute towards the fee to host Te Matatini 2027.

Action: Submitter to provide a breakdown of who has been asked to fund the \$400k, is it split evenly between councils or is it a pro-rata split between event host / non host districts and whether any have confirmed a contribution. Supply economic data on the last Kapa Haka event. Committee Secretary to circulate the powerpoint (electronically) to members.

90 *Joseph Casalme (Marlborough Civic Theatre Trust) – present via Teams*

A powerpoint presentation was shown (CM Record No. 24144828)

Applying for funding for equipment that has already been purchased.

Budget Requested: \$69,000

Topic: Art Strategy, General Community Facilities

Decision Sought: We are submitting a funding request to Council for \$60,000 + GST = \$69,000. We have raised \$29,500 from two other trusts, and we will cover the balance of \$38,601.38 inc GST.

ATTENDANCE: Clr Dawson declared a conflict of interest and withdrew for this submission.

146 *Annie Percy and Tricia Dawson (Grey Power) and Barry Helem, Co-Chief Executive Officer.*

Topic: Community Support

ATTENDANCE: The Hearing adjourned at 12.58 pm and reconvened at 1.31 pm.

ATTENDANCE: Clr Hope withdrew from the Hearing at 12.58 pm.

ATTENDANCE: Clrs J Arbuckle and Dawson joined the Hearing at 1.31 pm.

359 *Leigh Manson (Te Taihū Community Development Agency) – present via Teams with Cathie Gould – present in Chambers*

Decision Sought: The for-purpose sector is important as a contributor to regional development, regional economic prosperity, and local employment. We contribute significantly to building and sustaining social capital and cohesion that ensures this district remains a great place to live, work and play. For-purpose organisations and groups are struggling, and our region is at risk in increasing service gaps as need increases and our capacity to respond shrinks. We are not optimising our collective strengths and resources. Council has committed to Te Taihū Intergenerational Strategy and provides support to the agency already (which has been invaluable), but more is needed. We want Council to commit more directly to support the for-purpose sector's capacity and sustainability by supporting the establishment of our agency. We want to see that commitment reflected in the Long-Term Plan and see that commitment demonstrated with a financial contribution to supporting the kaupapa of our agency. Council supports regional development by contributing to the Nelson Regional Development Agency however that mahi does not include the for-purpose sector. We want each of the three Te Taihū Councils to provide a financial contribution of \$100,000 per annum to the work of our agency. This funding will be used to target and build capability, social capital and resilience for for-purpose organisations and groups in each Council area by:- facilitating collaboration and collective action- delivering our agency support/services in each Council area- contributing to the regional activities of our agency. Agencies with a similar purpose have established partnerships with their councils who also provide a financial contribution to their local agencies. For example, Social Impact in Tauranga and Community Waikato in Hamilton. Collectively, for the three councils across Te Taihū, this would be a small contribution with cumulative effect and good returns.

336 *Dr Lorraine Eade (Ngāti Rārua o Te Wairau Society)*

Molly Luke was present in the public gallery.

A powerpoint presentation was shown (CM Record No. 24145805)

Topics: Infrastructure Strategy, Roads Footpaths, Community Facilities / Toilet Facilities, Culture Heritage, Enviro Policy, Enviro Protection

298 *Corey Hebbard (Rangitāne o Wairau Group (comprising Te Runanga a Rangitāne o Wairau Trust, Rangitāne o Wairau Settlement Trust, Rangitāne Holdings Limited and Rangitāne Investments Limited))*

A powerpoint presentation was shown (CM Record No. 24146120)

There were a number of supporters present.

Topics: Iwi Capability Funding, Cultural Centre Development, Kaihautū and Māori Partnerships, Blenheim Sewage Treat Plant, Sedimentation in the Marlborough Sounds, Welcoming Communities Initiative, Mānawatia te Kahui o Matariki Fund, Spring Creek Stop Bank Remediation and Upgrade; Taylor River Reserve, Emergency Events Reserve, Community Facilities, Street Naming Sub-committee, Iwi Participation in Council Committees, Arts, Culture and Heritage and Marlborough Sounds Future Access Study.

318 *Eugene Whakahoehoe (Te Runanga of Ngati Kuia)*

Ruihana Smith spoke to the submission.

Topics: Museum Art Gallery, Art Strategy, Three Waters and Infrastructure Strategy

333 *Robert McClean (Te Rūnanga o Toa Rangatira) – present via Teams*

Decision Sought: Te Rūnanga o Toa Rangatira are seeking the following changes in the draft LTP: (1) Funding support for the implementation of Kia Kotahi Te Taihū Together Te Taihū. (2) Improvement of water infrastructure and upgrades to the Blenheim Wastewater Treatment Plant. (3) Improvement and resilience of sustainable transport infrastructure. (4) Additional initiatives to support iwi climate change mitigation and adaptation especially for marae, papakāinga and landscapes of significance in the Wairau and Marlborough Sounds. (5) Greater controls and monitoring of freedom camping. (6) Commitment towards improving housing, education and employment opportunities.

257 *Marcus Pickens and Beth Forrest (Wine Marlborough)*

A powerpoint was shown (CM Record No. 24147511)

Topic: Water Supply

Decision Sought: That representatives from Wine Marlborough and Federated Farmers Marlborough come together with Council to discuss our concerns, understand the appetite for change and consider avenues for long term security and storage of water. We propose a meeting is held, led by Council, in the next six weeks with an agenda to reflect these options.

ATTENDANCE: Cllr Faulks declared a conflict of interest and withdrew for this submission.

36 *Rick Edmonds (Link Pathway Trust)*

A YouTube video was played (CM Record No. 24147528)

Budget Requested: \$30,000

Topic: Regional Development

Decision Sought: The Link Pathway Trust is requesting \$30,000 to be allocated annually to maintain the Link Pathway Te Aro Tuhono for the benefit of all Marlburians.

Action: A breakdown of what the \$30k maintenance budget is being spent on.

ATTENDANCE: Cllr J Arbuckle withdrew from the Hearing at 2.55 pm at the conclusion of the above submission

ATTENDANCE: The Hearing adjourned at 3.10 pm and reconvened at 3.44 pm

ATTENDANCE: Cllr J Arbuckle rejoined the Hearing at 3.46 pm during the welcome from the Mayor.

ATTENDANCE: Geoff Blake (Council's Chief Financial Officer) joined the Hearing at 4.08 pm during the following submitter's submission.

112 *Stefan Schulz (Heike Koester was not present)*

Topic: Sounds Roding

250 *Zoe Aitchison (Picton Dawn Chorus)*

Bryn Evans (Chairperson) spoke to the submission, James Wilson, Pip MacFarlane and Zoe Aitchison were in the public gallery.

A powerpoint presentation was shown (CM Record No. 24145373)

Budget Requested: \$225,000

Topic: Enviro Protection

Decision Sought: For Council to provide us with \$75,000 per annum, for each of the next 3 years, to help fund our staff wages and cover some overheads. This sum would match the \$75,000 the Rata Foundation intends to provide for 3 years, subject only to our application (filed) and their Board sign-off. A total of \$75,000 per annum from each of Council and Rata for the next 3 years would cover 37% of our total wage bill of \$400,000, and thus enable us to retain 1 full-time and 2 part-time employees. That generosity would mean we could maintain our essential core activities and continue to organise our volunteers in their work. But some activities would need to be put aside for a while.

ATTENDANCE: Cllr Hope rejoined the Hearing at 4.30 pm during the following submission

95 *Dr Christine Sumner (Dr Arnja Dale) (SPCA New Zealand) – present via Teams*

A powerpoint presentation was shown (CM Record No. 24147486)

Topic: Environmental Protection

Decision Sought: Supporting more responsible cat ownership by subsidising the cost of desexing and microchipping cats helps protect cat welfare, breaks the cycle of unplanned kittens born each year, and reduces the number of cats and kittens that either end up in our Centres or remain as stray cats in our communities

182 *Rowan Lee, Jared Shepard and Caleb Styvin (North Rarangi Water Supply Inc)*

A powerpoint presentation was shown (CM Record No. 24147503)

Budget Requested: \$200,000

Topic: Water Support

Decision Sought: For the Council to consider our supporting documents regarding either full management of the scheme or to assist the volunteers in meeting compliance requirements or to supply funding to meet these requirements.

121 *Laressa Shenfield and Jim White (Dry Hills Services Limited)*

Supporting information was provided and circulated to members (CM Record No. 24204924)

Topic: Water Supply

Decision Sought: That Council provide technical resources and support to investigate and scope the costs and options to connect Dry Hills Estate to the Blenheim Water supply.

The Tuesday, 11 June 2024 Hearing adjourned at 5.30 pm and reconvened on Wednesday, 12 June 2024 at 8.30 am.

### Wednesday, 7 June 2023

ATTENDANCE: Cllr Burgess joined the Hearing at 8.35 am.

ATTENDANCE: Geoff Blake (Council's Chief Financial Officer) was present at the commencement of the Hearing.

The Mayor welcomed everyone to the Hearing and noted the process for the day.

#### 101 *Budyong Hill (Climate Karanga Marlborough)*

There were a number of supporters present.

Topic: "Long Term" aspect of the Plan.

Decision Sought: Infrastructure Strategy: Focus resources into anticipating what we might expect in terms of environmental and climatic impacts and disruptions over the next three decades. Climate Action Plan: We ask that all adequate funding required to continue implementing the Action Plan be allocated in the LTP, as stated in clause 4(c)(ii) of the Plan. Sustainability Officer: We propose that Council allocate the necessary resources and appoint a Sustainability Officer. The Precautionary Approach: We urge councillors to always take the "precautionary approach" when making decisions. We believe it is very important that all planning and decision making associated with the current LTP process be done with a knowledge and an awareness of the likely impacts on our climate and environment in general. Do we need to put some resources into researching the timing and nature of impacts on the Blenheim sewerage plant and start thinking about what possible alternatives there might be for an alternative sewerage treatment system?

Postscript: Budyong Hill provided his notes from the hearing and these were circulated to Councillors. (CM Record No. 24147604)

#### 212 *Debs Martin (The Nature Conservancy NZ / Kotahitanga mō te Taiao Alliance) – present via Teams*

Budget Requested: \$40,000

Topic: Flood Protection, Enviro Policy, Flood Protection Spring Creek – Taylor Ōpaoa, Infrastructure Strategy  
Decision Sought: Marlborough District Council is an active member of the Kotahitanga mō te Taiao Alliance, with a current investment of \$40,000 per annum to support operating expenses. As noted above, this is an investment by Council with the following benefits: (1) Collaboration with funding provides dedicated resource across the KMTT area for tackling some of the key issues, e.g. invasive species, improvements in areas where people live, work, and play, and improvements in our marine space. (2) It also provides for opportunities for upskilling the community and increased collaboration across existing projects as well as research opportunities, and opportunities for working collaboratively. (3) In the absence of an existing Biodiversity Strategy, the collaborative approach of KMTT enables Council to help prioritise work and support action. 4. The capacity to bring in additional expertise and financing, including from international partners. 5. The capacity to trial new approaches, and to bring in new forms of problem-solving.

#### 335 *Paul Williams (South Marlborough Landscape Restoration Trust)*

Supporter Ross Beech was in the public gallery.

Topic: Enviro Science

Decision Sought: SMLRT is seeking that Council recognises the importance of an ongoing wilding conifer control programme in Marlborough and commits an annual budget to help with the efforts of government, private land owners and SMLRT in controlling these invasive pest trees.

#### 205 *Rob McCaw and Rick Stolwerk (present via Teams) (East Coast Protection Group)*

A powerpoint presentation was shown (CM Record No. 24146516)

Budget Requested: \$20,000

Topic: Enviro Protection

Decision Sought: We now have 3 years of bird monitoring data. That data is revealing trends of breeding success or failure in correlation to predator trapping and also human disturbance. We believe that it is important to maintain collecting this data to both show the success, or otherwise, of trapping, public education, habitat restoration etc. Because of the remote location and consistency required that work is very difficult to undertake with volunteers. We therefore wish to apply for \$20,000. This funding will be used to help to continue employing ECPG's monitoring contractor. We will necessarily seek further funding from other sources to supplement the MDC contribution.

Postscript: Financial information for the East Coast Protection Group was circulated to members on 12 June 2024.

312/314 *Nigel Muir and Michelle Clark (Wild Waikawa)*

A powerpoint presentation was shown (CM Record No. 24147455)

Budget Requested: \$100,000

Topic: Enviro Protection

Decision Sought: We have three suggestions for the Council: (1) They ask their highly skilled Land and Water/Biodiversity team to capture some key environmental focus areas that will be considered for increased investment the next 10 years. This will at least get it on the agenda. (2) We support the Council taking a strong line on cat ownership responsibilities for Marlborough. (3) We ask that Council supports Wild Waikawa to meet with its appropriate staff to talk through a partnership project that will expand our existing mahi in Waikawa.

187 *Nigel Muir (The Whale Trail)*

A powerpoint presentation was shown (CM Record No. 24147452)

Topic: General Community Facilities

Decision Sought: Trail. It is a complex project with multiple layers but is steadily moving forward. We welcome this opportunity to present an update to Councillors. We support the submission by the Flaxbourne Settlers Association for a public toilet at Ward. This supports the local community, the new Flaxbourne Heritage Centre and the Whale Trail.

363 *Amanda Tollemache*

Topic: General Community Facilities

Decision sought: Let the feijoa trees that have been planted remain and give permission to plant lemon and plum trees.

Action: A map of the requested area to be supplied.

Postscript: A map was received and circulated to members (CM Record No. 24131611)

ATTENDANCE: The Hearing adjourned at 10.35 am and reconvened 10.48 am.

ATTENDANCE: Geoff Blake (Council's Chief Financial Officer) was present for this session.

133 *Kate Mcdougall (Renwick Sports & Events Centre)*

Topic: Community Toilet Facilities, Freedom Camping, Projects, Riverside Park Boardwalk, Open Spaces

Action: Requested information on educating park users on disposal of rubbish, signage for the number of freedom campers, current balance sheet and strategy for the sports field.

301 *Michael Stoneley*

Topic: Flood Protection

NB: A copy of the speaking notes was circulated to members (CM Record no. 24205139)

353 *Marcus Pickens, Loren Coffey and Tracey Johnston (Wine Marlborough)*

A powerpoint presentation as shown (CM Record No. 24147472)

Budget Requested: \$51,497

Topic: Regional Development

Decision Sought: As Marlborough's longest running premier event and recognising the contribution the Marlborough Wine & Food Festival brings to the region, we are requesting the financial support of \$51,497.00 per annum for 5 years to support the financial viability of the event so that it may continue to showcase Marlborough as a great wine region and a must visit wine and food destination. If granted, Marlborough District Council would be recognized as a regional partner of the event. (1) Health and Safety costs including:- Security staff and fencing: \$19,640.00- Site fees (to lease the pavilion and grounds at Renwick Domain): \$6,000- Shade infrastructure for event safety: \$10,8572. Out of region event promotion: \$15,000.

ATTENDANCE: Cllr Burgess withdrew from the Hearing at 11.41 am during the above submission.

113 *Mike Ponder (Whitehead Park Bowling Club Inc)*

Budget Requested: \$1,700,000

Topic: Community Facilities Projects

Decision Sought: To accept that covering the White Head Bowling Club green, it will be an asset for both our community, and for the game of bowls. We need you to grant permission for the White Head Park bowling

green to be covered with a high tensile, membrane roof, and to finance this development. [The roof plans and costs were attached with the submission]

NB: Additional information was supplied (CM Record No. 24149489)

46 *Richard Stewart / A J Cameron (Kenepuru & Central Sound Residents Association Inc)*

Topic: General Roothing

Focus of the Submission: In this submission we concentrate on some general roading operational matters. In particular the need to fund what we see as a staffing gap in looking to optimize the spend and outcomes by Council. Accordingly, the main topic of this submission is looking at what we see as the pressing need for Council to fund and recruit a suitably qualified and experienced Council in-house roading engineer to more effectively monitor and improve the outcomes from its current contractual arrangements, particularly in relation to rural roads.

NB: Addition information was supplied (CM Record No. 24205180)

251 *Trevor Offen (Andrew Caddie) Kenepuru and Central Sounds Residents Assn Inc (KCSRA)*

A one page powerpoint presentation was shown (CM Record No. 24153133)

Topic: Sounds Roothing

NB: Trevor Offen advised that an economist was on line but there didn't appear to be anybody other than staff online.

NB: Speaking notes were circulated to members (CM Record No. 24153133)

The Wednesday, 12 June 2024 Hearing adjourned at 1.08 pm and reconvened on Thursday, 13 June 2024 at 8.30 am to hear submissions on Sounds Roothing Funding.

ATTENDANCE: Jessica Roden from TVNZ was present in Chambers for this part of the Hearing to record the submitters in relation to Sounds Roothing.

ATTENDANCE: Geoff Blake (Council's Chief Financial Officer) was present at the commencement of the Hearing.

186 *Brent Morrison*

NB: Newspaper articles from the 'Farmers Weekly' were circulated to Councillors. (CM Record No. 24149430)

110 *Chris Simpson (Okiwi Bay)*

234 *Glenda Robb*

186 *Brent Morrison*

ATTENDANCE: The Hearing adjourned at 9.37 am and reconvened at 10.47 am.

ATTENDANCE: Clr Hope withdrew from the Hearing at 9.37 am.

118 *Johanna Kroon*

166 *John Cretney (Cissy Bay Community Association) - present via Teams*

184 *John Davison – present via Teams*

A powerpoint presentation was shown (CM Record No. 24147953)

ATTENDANCE: Clr Hope rejoined the Hearing at 11.45 am during the following submission.

299 *Frank Taylor*

NB: Tania spoke to the submission on behalf of her father.

ATTENDANCE: Clr Hope withdrew from the Hearing at 12.23 pm during the following submission.

345 *Dave Mcfarlane*



ATTENDANCE: The Hearing adjourned at 12.30 pm and reconvened at 1.30 pm.

ATTENDANCE: Geoff Blake (Council's Chief Financial Officer) was present.

300 *Joop Jansen*

291 *David Miller and Michael Stoneley (Marlborough Angling & Surfcasting Club Inc.)*

295 *Lynley Perkins (Hopewell Accommodation Ltd)*

NB: What is the status of the subsidy for taxis? During the following submission an email was received from Marianne Aitken, Council's Service & Operations Delivery Manager with information on the subsidy and this was circulated to the Mayor. (CM Record No. 24153122)

221 *Mary Bowron (Sounds Positive Farmer Discussion Group)*  
There were a number of supporters present.

225 *Mary Bowron (Kenepuru Sounds Farmer and Veterinarian)*

227 *Michael and William Gerard*  
Both also supported Mary Bowron's submission.

ATTENDANCE: Cllr Adams withdrew from the Hearing at 3.33 pm

38 *Michael Halliday*  
NB: Speaking notes were circulated to members (CM Record No. 24149418)

ATTENDANCE: Cllr Flight withdrew from the Hearing at 3.30 pm at the conclusion of the above submission.

ATTENDANCE: The Hearing adjourned at 3.30 pm and reconvened at 3.50 pm.

170 *Phil Green*  
NB: Speaking notes were circulated to members (CM Record No. 24144492)

100 *Russell Fookes*

346 *Joe Roberts (Tracey Currie) (Moetapu Bay Community Association) – present via Teams*

The Hearing concluded at 4.34 pm

Record No: 24206883

## **6. Amendment to Standing Orders – Members Joining Remotely Counting as Quorum**

(includes Attachment 6.1)

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(The Mayor) (Report prepared by Mike Porter)

D050-003-07

### **Purpose of report**

1. To update Standing Orders to continue to have Members joining a meeting remotely to be counted as part of quorum.

### **Executive Summary**

2. To retain the ability for Members joining a meeting remotely to be counted as part of quorum, Government have introduced the Local Government Electoral Legislation Act 2023.
3. Council needs to amend its Standing Orders to enable this.

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### **RECOMMENDATIONS**

1. That Council agrees to amend the Marlborough District Council Standing Orders sections 11 and 13 to allow for Members joining a meeting remotely to be counted as part of quorum of that meeting.
2. That Council adopts the updated Marlborough District Council Standing Orders effective from 1 October 2024.

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### **Background/Context**

4. Audio-visual technology has become increasingly used over the past few years. However, members that have used this technology have traditionally not been able to be counted as quorum. In light of the COVID-19 pandemic and more recently the effects of Cyclone Gabrielle, government has amended legislation to allow for members joining the meeting remotely to be counted as quorum. This assists Council to continue to carry out their business uninterrupted by having members join remotely if they are unable to attend the meeting in person.

### **Discussion**

5. The Local Government Electoral Legislation Act 2023 amended Schedule 7 s25A(4) of the Local Government Act 2002 to allow for members joining the meeting remotely to be counted as quorum, so long as the provision is catered for within the Standing Orders of Council.
6. As this has been almost a constant provision since early 2020 there has not been a need to amend the Standing Orders until now. The amendment made for Cyclone Gabrielle is set to be repealed on 1 October 2024, so it is prudent to add provision for this in the standing orders.
7. In addition, there are times when an online meeting might be needed, and this would provide an ability for that to continue beyond 1 October 2024.
8. Finally, it should be noted that with any changes proposed for the Standing Orders, a majority of 75% must be achieved by members present and voting.

### **Proposed Changes**

9. The following changes are recommended in order to allow remote participants to be counted as quorum:

- Change the definition for present at the meeting to constitute quorum to say: “**Present at the meeting to constitute quorum** means the member is either to be physically present in the room or attending the meeting by audio/visual link”.
- In Section 11.1, delete the word “physically” from parts (a) and (b) of the clause.
- In Section 13.8, delete the word “not” from the clause.
- In Section 13.9, delete the word “physically” from the clause.

## Option One (Recommended Option)

10. Amend the Standing Orders to allow for remote participants to be counted towards quorum.

### *Advantages*

11. Updates the Standing Orders to reflect a practice that is already happening to good effect and is already allowed in legislation.
12. Less possibility of losing quorum.

### *Disadvantages*

13. None identified as members are already able to join remotely, this is only a change to count them as present for the purposes of quorum.

## Option Two – Status Quo

14. Do not amend the Standing Orders to allow for remote participants to be counted towards quorum.

### *Advantages*

15. Nothing identified.

### *Disadvantages*

16. Online meetings as they are needed would be unable to continue beyond 1 October 2024.
17. There is more chance of losing quorum.

## Next steps

18. The Standing Orders will be amended accordingly, and the updated version will be placed on the website.

## Attachments

Attachment 6.1– Marlborough District Council Standing Orders (only the required changes [changes highlighted])

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

Attachment 6.1



**Marlborough District Council**

# **Standing Orders**

**Adopted on 27 October 2022**

**And amended on 19 September 2024**

**Order paper** means the list of items for consideration at a meeting together with reports and other attachments relating to those items set out in the order in which they will be considered. An order paper is also referred to as an agenda.

**Ordinary meeting** means any meeting, other than the first meeting, of a local authority publicly notified in accordance with ss 46(1) and (2) of LGOIMA.

**Petition** means a request to a local authority which contains at least 20 signatures.

**Powhiri** means a formal welcome involving a Karanga from the Tangata Whenua (the home people) followed by formal speech making. A Powhiri is generally used for formal occasions of the highest significance.

**Present at the meeting to constitute quorum** means the member is either to be physically present in the room or attending the meeting by audio/visual link.

**Presiding member** means the chairperson.

**Procedural motion** means a motion that is used to control the way in which a motion or the meeting is managed as specified in Standing Orders 24.1 – 24.7.

**Public excluded information** refers to information, which is currently before a public excluded session, is proposed to be considered at a public excluded session, or had previously been considered at a public excluded session and not yet been released as publicly available information. It includes:

- Any minutes (or portions of minutes) of public excluded sessions which have not been subsequently released by the local authority; and
- Any other information which has not been released by the local authority as publicly available information.

**Public excluded session**, also referred to as confidential or in-committee session, refers to those meetings or parts of meetings from which the public is excluded by the local authority as provided for in LGOIMA.

**Public forum** refers to a period set aside usually at the start of a meeting for the purpose of public input.

**Public notice** means one that is made publicly available, until any opportunity for review or appeal in relation to the matter notified has lapsed, on the local authority's website. And in addition, is published in at least one daily newspaper circulating in the region or district of the local authority, or one or more other newspapers that have a combined circulation in that region or district which is at least equivalent to that of a daily newspaper circulating in that region or district.

**Publicly notified** means notified to members of the public by a notice contained in a newspaper circulating in the district of the local authority, or where there is no such newspaper, by notice displayed in a public place. The notice may also be replicated on a council's website.

**Qualified privilege** means the privilege conferred on member by s 52 and s 53 of LGOIMA.

**Quasi-judicial** means a meeting involving the consideration of issues requiring the evaluation of evidence, the assessment of legal argument and/or the application of legal principles.

**Quorum** means the minimum number of members required to be present in order to constitute a valid meeting.

## 11. Quorum

### 11.1 Council meetings

The quorum for a meeting of the council is:

- (a) Half of the members **physically** present, where the number of members (including vacancies) is even; and
- (b) A majority of the members **physically** present, where the number of members (including vacancies) is odd.

*LGA 2002, sch 7, cl 23(3)(a).*

### 11.2 Committees and subcommittee meetings

A council sets the quorum for its committees and subcommittees, either by resolution or by stating the quorum in the terms of reference. Committees may set the quorums for their subcommittees by resolution, provided that it is not less than two members. (See also 7.4).

In the case of subcommittees, the quorum will be two members unless otherwise stated. In the case of committees at least one member of the quorum must be a member of the council, or if established by a local board or community board, the relevant board.

*LGA 2002, sch 7, cl 23(3)(b).*

### 11.3 Joint Committees

The quorum at a meeting of a joint committee must be consistent with Standing Order 11.1. Local authorities participating in the joint committee may decide, by agreement, whether or not the quorum includes one or more members appointed by each local authority or any party.

*LGA 2002, sch 7, cl 30A(6)(c).*

### 11.4 Requirement for a quorum

A meeting is constituted where a quorum of members is present, whether or not they are all voting or entitled to vote. In order to conduct any business at a meeting, a quorum of members must be present for the whole time that the business is being considered.

*LGA 2002, sch 7, cl 23(1) & (2).*

### 11.5 Meeting lapses where no quorum

A meeting must lapse, and the chairperson vacate the chair, if a quorum is not present within 30 minutes of the advertised start of the meeting. Where members are known to be travelling to the meeting, but are delayed due to extraordinary circumstance, the chairperson has discretion to wait for a longer period.

No business may be conducted while waiting for the quorum to be reached. Minutes will record when a meeting lapses due to a lack of a quorum, along with the names of the members who attended.

Should a quorum be lost, the meeting will lapse if the quorum is not present within 15 minutes.

### 13.8 Member's status: quorum

Members who attend meetings by electronic link will **not** be counted as present for the purposes of a quorum.

*LGA 2002, sch 7, cl 25A(4).*

### 13.9 Member's status: voting

Where a meeting has a quorum, determined by the number **physically** present, the members attending by electronic link can vote on any matters raised at the meeting.

### 13.10 Chairperson's duties

Where the technology is available and a member is attending a meeting by audio or audiovisual link, the chairperson must ensure that:

- (a) The technology for the link is available and of suitable quality; and
- (b) Procedures for using the technology in the meeting will ensure that:
  - i. Everyone participating in the meeting can hear each other;
  - ii. The member's attendance by audio or audio visual link does not reduce their accountability or accessibility of that person in relation to the meeting;
  - iii. The requirements of Part 7 of LGOIMA are met; and
  - iv. The requirements in these Standing Orders are met.

*LGA 2002, sch 7, cl 25A(3).*

If the chairperson is attending by audio or audio visual link, then chairing duties will be undertaken by the deputy chair, or a member who is physically present.

### 13.11 Conditions for attending by audio or audiovisual link

Noting Standing Order 13.7, the chairperson may give approval for a member to attend meetings by electronic link, either generally or for a specific meeting. Examples of situations where approval can be given include:

- (a) Where the member is at a place that makes their physical presence at the meeting impracticable or impossible;
- (b) Where a member is unwell; and
- (c) Where a member is unable to attend due to an emergency.

### 13.12 Request to attend by audio or audiovisual link

Where possible, a member will give the chairperson and the chief executive at least 2 working days' notice when they want to attend a meeting by audio or audiovisual link. Should, due to illness or emergency, this is not possible the member may give less notice.

Where such a request is made and the technology is available, the chief executive must take reasonable steps to enable the member to attend by audio or audiovisual link. However, the council has no obligation to make the technology for an audio or audio-visual link available.

If the member's request cannot be accommodated, or there is a technological issue with the link, this will not invalidate any acts or proceedings of the local authority or its committees.

## 7. 2025 Council Meeting Schedule

(includes Appendix 7.1)

(The Mayor) (Report prepared by N Chauval)

D050-001-01

### Purpose

1. The purpose of this report is to set the attached meeting schedule for 2025 (Appendix 7.1).

### RECOMMENDATION

That the meeting schedule for 2025 be approved.

### Background

2. The **attached** draft schedule of meetings for 2025 has been prepared for consideration by Council.
3. The sequence of dates is similar to 2024.

### Comments

4. Because of the election on 11 October 2025 there is no round of Committee meetings in October. It should also be noted that the schedule is only indicative following the election as the new Council will have to endorse this.
5. Indicative dates have not been listed for Resource Consent Hearings. The Resource Hearings Sub-Committee will be advised by the Hearings Facilitator of any hearing.
6. Standing Committees and Council will all start at 9.00 am.
7. Scheduled Council Briefings will start at 8.30 am and will run to 12.30 pm.
8. Relevant agenda close off dates are indicated.

### To Note

9. Members are requested to contact Nicole Chauval or Mike Porter prior to the meeting with any issues over dates so that those issues can be addressed.

### Attachments

Appendix 7.1 – 2025 Council Meeting Schedule

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Author	Nicole Chauval, Committee Secretary
Authoriser	Mike Porter, Democratic Services Manager



Appendix 7.1

**2025 Council Meeting Schedule**

**NB: Indicative dates have not been listed for Resource Consent Hearings. The Hearings Facilitator will advise when a hearing is to be held.**

**All meetings to be held in Council Chambers unless indicated otherwise**

CBD & Parking Sub-Committee, Civil Defence Emergency Management, Climate Change Sub-Committee, Commercial Events Fund, Road Naming Sub-Committee, Sister City Sub-Committee, Sounds Advisory Group dates to come.....

<b>Meeting Date</b>	<b>Agenda Closing Date</b>	<b>Committee/Council Meeting</b>
Monday, 6 January 2025		
Tuesday, 7 January 2025		
Wednesday, 8 January 2025		
Thursday, 9 January 2025		
Friday, 10 January 2025		
Monday, 13 January 2025		
Tuesday, 14 January 2025		
Wednesday, 15 January 2025		
Thursday, 16 January 2025		
Friday, 17 January 2025		
Monday, 20 January 2025		
Tuesday, 21 January 2025		
Wednesday, 22 January 2025		
Thursday, 23 January 2025		
Friday, 24 January 2025		
Monday, 27 January 2025		
<b>Tuesday, 28 January 2025</b>	15 January 2025	<b>Assets &amp; Services (9.00 am)</b>
Wednesday, 29 January 2025		
<b>Thursday, 30 January 2025</b>	<b>15 January 2025</b>	<b>Environment &amp; Planning (9.00 am)</b>
		<b>Animal Control Sub-Committee (1.30 pm Koromiko Room)</b>
Friday, 31 January 2025		
Monday, 3 February 2025		Council Briefing (8.30 am)
Tuesday, 4 February 2025	22 January 2025	<b>Economic, Finance &amp; Community (9.00 am)</b>
Wednesday, 5 February 2025		
<del>Thursday, 6 February 2025</del>		WAITANGI DAY
Friday, 7 February 2025		
Monday, 10 February 2025		
Tuesday, 11 February 2025		
Wednesday, 12 February 2025		
Thursday, 13 February 2025		
Friday, 14 February 2025		Regional Transport Committee (TBC 1.00 pm) (Kenepuru Room)

<b>Meeting Date</b>	<b>Agenda Closing Date</b>	<b>Committee/Council Meeting</b>
Monday, 17 February 2025		
Tuesday, 18 February 2025		
Wednesday, 19 February 2025	5 February 2025	<b>Small Townships Programme (1.00 pm Committee Room)</b>
Thursday, 20 February 2025		Audit & Risk Sub-Committee (9.30 am)
Friday, 21 February 2025		
Monday, 24 February 2025		
Tuesday, 25 February 2025		
Wednesday, 26 February 2025		
<b>Thursday, 27 February 2025</b>	<b>12 February 2025</b>	<b>Council (Discuss 'Draft' Annual Plan (AP) and Budgets) (9.00 am)</b>
Friday, 28 February 2025		
Monday, 3 March 2025		Council Briefing (8.30 am)
		Picton Regional Forum (1.30 pm Picton EMOC)
Tuesday, 4 March 2025		
Wednesday, 5 March 2025		
Thursday, 6 March 2025		
Friday, 7 March 2025		
Monday, 10 March 2025		
Tuesday, 11 March 2025	<b>26 February 2025</b>	<b>Assets &amp; Services (1.00 pm)</b>
Wednesday, 12 March 2025		
<b>Thursday, 13 March 2025</b>	<b>26 February 2025</b>	<b>Environment &amp; Planning (9.00 am)</b>
Friday, 14 March 2025		
Monday, 17 March 2025		
<b>Tuesday, 18 March 2025</b>	5 March 2025	<b>Economic, Finance &amp; Community (9.00 am)</b>
	<b>5 March 2025</b>	<b>Housing for Seniors (1.30 pm Committee Room)</b>
Wednesday, 19 March 2025		
Thursday, 20 March 2025		Youth Council (1.00 pm)
Friday, 21 March 2025		
Monday, 24 March 2025		
Tuesday, 25 March 2025		
Wednesday, 26 March 2025		
Thursday, 27 March 2025		
Friday, 28 March 2025		
Monday, 31 March 2025		
Tuesday, 1 April 2025		
Wednesday, 2 April 2025		

<b>Meeting Date</b>	<b>Agenda Closing Date</b>	<b>Committee/Council Meeting</b>
<b>Thursday, 3 April 2025</b>	<b>19 March 2025</b>	<b>Council (Adopt 'Draft' AP and Budgets for public consideration) (9.00 am)</b>
Friday, 4 April 2025		
Monday, 7 April 2025		Council Briefing (8.30 am)
Tuesday, 8 April 2025		
Wednesday, 9 April 2025		
Thursday, 10 April 2025	26 March 2025	<b>Animal Control Sub-Committee (1.00 pm Koromiko Room)</b>
		Youth Council (1.00 pm)
Friday, 11 April 2025		
Monday, 14 April 2025	25 March 2025	<b>Grants Committee (1.00 pm)</b>
Tuesday, 15 April 2025		Marlborough Housing Group (1.00 pm)
Wednesday, 16 April 2025		
Thursday, 17 April 2025		
Friday, 18 April 2025		GOOD FRIDAY
Monday, 21 April 2025		EASTER MONDAY
Tuesday, 22 April 2025		
Wednesday, 23 April 2025		
Thursday, 24 April 2025		
Friday, 25 April 2025		ANZAC DAY
Monday, 28 April 2025		
<b>Tuesday, 29 April 2025</b>	<b>16 April 2025</b>	<b>Assets &amp; Services (9.00 pm)</b>
		<b>Environment &amp; Planning (1.00 pm)</b>
Wednesday, 30 April 2025		
<b>Thursday, 1 May 2025</b>	<b>16 April 2025</b>	<b>Economic, Finance &amp; Community (9.00 am)</b>
Friday, 2 May 2025		
Monday, 5 May 2025		Council Briefing (8.30 am)
		Picton Regional Forum (1.30 pm Picton EMOC)
Tuesday, 6 May 2025		
Wednesday, 7 May 2025		
Thursday, 8 May 2025		Youth Council (1.00 pm)
Friday, 9 May 2025		
Monday, 12 May 2025		
Tuesday, 13 May 2025		
<b>Wednesday, 14 May 2025</b>		<b>Working for Nature – Environment Grant Scheme (9.00 am Kenepuru Room)</b>
<b>Thursday, 15 May 2025</b>	<b>30 April 2025</b>	<b>Council (9.00 am)</b>
Friday, 16 May 2025		
Monday, 19 May 2025		

<b>Meeting Date</b>	<b>Agenda Closing Date</b>	<b>Committee/Council Meeting</b>
Tuesday, 20 May 2025		
Wednesday, 21 May 2025		
Thursday, 22 May 2025		Audit & Risk Sub-Committee (9.30 am)
Friday, 23 May 2025		
Monday, 26 May 2025		
Tuesday, 27 May 2025		
Wednesday, 28 May 2025		
Thursday, 29 May 2025		
Friday, 30 May 2025		
<del>Monday, 2 June 2025</del>		KING'S BIRTHDAY
<b>Tuesday, 3 June 2025</b>	<b>21 May 2025</b>	<b>Special Hearing Committee (Hear submissions on 'Draft' AP) (8.30 am)</b>
<b>Wednesday, 4 June 2025</b>	<b>21 May 2025</b>	<b>Special Hearing Committee (Hear submissions on 'Draft' AP) (8.30 am)</b>
<b>Thursday, 5 June 2025</b>	<b>21 May 2025</b>	<b>Special Hearing Committee (Hear submissions on 'Draft' AP) (8.30 am)</b>
Friday, 6 June 2025		
<b>Monday, 9 June 2025</b>	<b>28 May 2025</b>	<b>Council (Consider submissions on 'Draft' AP) (9.00 am)</b>
<b>Tuesday, 10 June 2025</b>		
Wednesday, 11 June 2025		
<b>Thursday, 12 June 2025</b>	<b>29 May 2025</b>	<b>Economic, Finance &amp; Community - Combined (9.00 am)</b>
		Youth Council (1.00 pm)
Friday, 13 June 2025		
Monday, 16 June 2025		
Tuesday, 17 June 2025		
Wednesday, 18 June 2025	4 June 2025	<b>Small Townships Programme (1.00 pm Committee Room)</b>
Thursday, 19 June 2025		
<del>Friday, 20 June 2025</del>		<b>Matariki</b>
Monday, 23 June 2025		
Tuesday, 24 June 2025		
Wednesday, 25 June 2025		
<b>Thursday, 26 June 2025</b>	<b>11 June 2025</b>	<b>Council (Adopt AP and set Rates) (9.00 am)</b>
Friday, 27 June 2025		Regional Transport Committee (TBC 9.00 am) (Kenepuru Room)
Monday, 30 June 2025		
Tuesday, 1 July 2025		
Wednesday, 2 July 2025		
Thursday, 3 July 2025		
Friday, 4 July 2025		
Monday, 7 July 2025	25 June 2025	Council Briefing (8.30 am)

<b>Meeting Date</b>	<b>Agenda Closing Date</b>	<b>Committee/Council Meeting</b>
		<b>Housing for Seniors</b> <b>(1.00 pm Committee Room)</b>
		Picton Regional Forum (1.30 pm Picton EMOC)
Tuesday, 8 July 2025		
Wednesday, 9 July 2025		
Thursday, 10 July 2025		
Friday, 11 July 2025		
Monday, 14 July 2025		
<b>Tuesday, 15 July 2025</b>	2 July 2025	<b>Assets &amp; Services (9.00 am)</b>
Wednesday, 16 July 2025		
<b>Thursday, 17 July 2025</b>	<b>2 July 2025</b>	<b>Environment &amp; Planning (9.00 am)</b>
		<b>Animal Control Sub-Committee</b> <b>(1.30 pm Koromiko Room)</b>
		Youth Council (1.00 pm)
Friday, 18 July 2025		
Monday, 21 July 2025		
Tuesday, 22 July 2025		
Wednesday, 23 July 2025		
Thursday, 24 July 2025		
Friday, 25 July 2025		
Monday, 28 July 2025		
Tuesday, 29 July 2025	9 July 2025	<b>Economic, Finance &amp; Community</b> <b>(9.00 am)</b>
Wednesday, 30 July 2025		
Thursday, 31 July 2025		
Friday, 1 August 2025		
Monday, 4 August 2025		Council Briefing (8.30 am)
Tuesday, 5 August 2025		
Wednesday, 6 August 2025		
<b>Thursday, 7 August 2025</b>	<b>23 July 2025</b>	<b>Council (9.00 am)</b>
Friday, 8 August 2025		
Monday, 11 August 2025		
Tuesday, 12 August 2025		
Wednesday, 13 August 2025		
Thursday, 14 August 2025		Audit & Risk Sub-Committee (9.30 am)
		Youth Council (1.00 pm)
Friday, 15 August 2025		
Monday, 18 August 2025		
Tuesday, 19 August 2025		

<b>Meeting Date</b>	<b>Agenda Closing Date</b>	<b>Committee/Council Meeting</b>
Wednesday, 20 August 2025		
Thursday, 21 August 2025		
Friday, 22 August 2025		
Monday, 25 August 2025		
<b>Tuesday, 26 August 2025</b>	13 August 2025	<b>Assets &amp; Services (9.00 am)</b>
		Marlborough Housing Group (1.00 pm)
Wednesday, 27 August 2025		
<b>Thursday, 28 August 2025</b>	<b>13 August 2025</b>	<b>Environment &amp; Planning (9.00 am)</b>
Friday, 29 August 2025		
Monday, 1 September 2025		Council Briefing (8.30 am)
		Picton Regional Forum (1.30 pm Picton EMOC)
Tuesday, 2 September 2025		
Wednesday, 3 September 2025		
<b>Thursday, 4 September 2025</b>	<b>20 August 2025</b>	<b>Economic, Finance &amp; Community (9.00 am)</b>
Friday, 5 September 2025		
Monday, 8 September 2025		
Tuesday, 9 September 2025		<b>Grants Committee (9.30 am)</b>
Wednesday, 10 September 2025		
Thursday, 11 September 2025		
Friday, 12 September 2025		Regional Transport Committee (TBC 9.00 am) (Kenepuru Room)
Monday, 15 September 2025		
Tuesday, 16 September 2025		
Wednesday, 17 September 2025		
<b>Thursday, 18 September 2025</b>	<b>3 September 2025</b>	<b>Council (9.00 am)</b>
		Youth Council (1.00 pm)
Friday, 19 September 2025		
Monday, 22 September 2025		
Tuesday, 23 September 2025		
Wednesday, 24 September 2025		
Thursday, 25 September 2025		
Friday, 26 September 2025		
Monday, 29 September 2025		
Tuesday, 30 September 2025		
Wednesday, 1 October 2025		
Thursday, 2 October 2025		
Friday, 3 October 2025		
Monday, 6 October 2025		Council Briefing (8.30 am)
Tuesday, 7 October 2025		
Wednesday, 8 October 2025		
Thursday, 9 October 2025		Youth Council (1.00 pm)

<b>Meeting Date</b>	<b>Agenda Closing Date</b>	<b>Committee/Council Meeting</b>
Friday, 10 October 2025		
<b>Saturday, 11 October 2025</b>		
Monday, 13 October 2025		
Tuesday, 14 October 2025		
Wednesday, 15 October 2025		
Thursday, 16 October 2025		
Friday, 17 October 2025		
Monday, 20 October 2025		
Tuesday, 21 October 2025		Council Briefing Induction (9.00 am)
Wednesday, 22 October 2025		
Thursday, 23 October 2025		Council Briefing Induction (9.00 am)
Friday, 24 October 2025		
<del>Monday, 27 October 2025</del>		LABOUR DAY
Tuesday, 28 October 2025		
Wednesday, 29 October 2025		
<b>Thursday, 30 October 2025</b>	<b>16 October 2025</b>	<b>Council (Adopt Annual Report) (9.00 am)</b>
Friday, 31 October 2025		
<del>Monday, 3 November 2025</del>		MARLBOROUGH ANNIVERSARY
Tuesday, 4 November 2025		<b>Grants Committee (1.00 pm)</b>
Wednesday, 5 November 2025		
Thursday, 6 November 2025		
Friday, 7 November 2025		
Monday, 10 November 2025		Picton Regional Forum (1.30 pm Picton EMOC)
Tuesday, 11 November 2025		<u>ARMISTICE DAY</u>
<b>Wednesday, 12 November 2025</b>	29 October 2025	<b>Small Townships Programme (1.00 pm Committee Room)</b>
Thursday, 13 November 2025		
Friday, 14 November 2025		
Monday, 17 November 2025		
<b>Tuesday, 18 November 2025</b>	<b>5 November 2025</b>	<b>Assets &amp; Services (1.00 pm)</b>
Wednesday, 19 November 2025		
<b>Thursday, 20 November 2025</b>	<b>5 November 2025</b>	<b>Environment &amp; Planning (9.00 am)</b>
		<b>Animal Control Sub-Committee (1.30 pm Koromiko Room)</b>
Friday, 21 November 2025		Regional Transport Committee (TBC 9.00 am) (Kenepuru Room)
Monday, 24 November 2025		
Tuesday, 25 November 2025	12 November 2025	<b>Economic, Finance &amp; Community (9.00 am)</b>
		<b>Housing for Seniors (1.00 pm Committee Room)</b>
Wednesday, 26 November 2025		

<b>Meeting Date</b>	<b>Agenda Closing Date</b>	<b>Committee/Council Meeting</b>
Thursday, 27 November 2025		
Friday, 28 November 2025		
Monday, 1 December 2025		Council Briefing (8.30 am)
Tuesday, 2 December 2025		
Wednesday, 3 December 2025		
Thursday, 4 December 2025		Audit & Risk Sub-Committee (9.30 am)
Friday, 5 December 2025		
Monday, 8 December 2025		
Tuesday, 9 December 2025		Marlborough Housing Group (1.00 pm)
Wednesday, 10 December 2025		
<b>Thursday, 11 December 2025</b>	<b>26 November 2025</b>	<b>Council (9.00 am)</b>
Friday, 12 December 2025		
Monday, 15 December 2025		
Tuesday, 16 December 2025		
Wednesday, 17 December 2025		
Thursday, 18 December 2025		
Friday, 19 December 2025		
Monday, 22 December 2025		
Tuesday, 23 December 2025		



## **8. Decision to Conduct Business with the Public Excluded**

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**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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
<b>Minutes and Committee Reports</b>	<b>As set out in the Minutes and Reports</b>	<b>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under Section 7 of the Local Government Official Information and Meetings Act 1987.</b>