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**MARLBOROUGH
DISTRICT COUNCIL**

17 July 2024

Record No: 24176167
File Ref: D050-001-C01
Ask For: Nicole Chauval

Notice of Committee Meeting – Tuesday, 23 July 2024

A meeting of the Economic, Finance & Community Committee will be held in the Council Chambers, 15 Seymour Street, Blenheim on **Tuesday, 23 July 2024 commencing at 9.00 am.**

BUSINESS

As per Agenda attached.

**MARK WHEELER
CHIEF EXECUTIVE**

Public Forum

A public forum will be held prior to the Economic, Finance & Community Committee meeting, starting at 8.30am. If you wish to address the Committee you will need to confirm your attendance and speaking time with the Committee Secretary at least 24 hours prior to the meeting Ph: 03 520 7400. Please note topics are restricted to the agenda items or those within the Committee's delegation.



**Meeting of the
ECONOMIC, FINANCE & COMMUNITY COMMITTEE
to be held in the Council Chambers, 15 Seymour Street, Blenheim
on TUESDAY, 23 JULY 2024, commencing at 9.00 am**

Committee	Clr J D N Croad (Chairperson) Clr S R W Adams (Deputy) Clr J A Arbuckle Clr S J Arbuckle Clr A R Burgess Clr D A Dalliessi Clr B G Dawson Clr B A Fauls Clr M R K Flight Clr G A Hope Clr R J Innes Clr B J Minehan Clr J C Rosene Clr T P Sowman Mayor Nadine Taylor Ms R Niven (Iwi representative)
Department Heads	Mr G K Blake (Chief Financial Officer) and Mr D G Heiford (Manager Economic, Community & Support Services)
Staff	N Chauval (Committee Secretary)

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1. Apologies

No apologies received.

2. Declaration of Interests

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

3. Council Community Events Annual Report 2023/2024

(The Chair) (Report prepared by Samantha Young)

E100-002-012

Purpose of Report

1. To present Pure Event Marlborough's Annual Report for 2023/2024 for the delivery of Council's Community Events.

Executive Summary

2. Council has a three year contract with Pure Events Marlborough to deliver four specified community events on an annual basis.
3. The contract requires Pure Events Marlborough to provide an annual report to Council against the expected outcomes. This report is to be presented to the Economic, Finance and Community Committee by a representative from Pure Events Marlborough.
4. Pure Events Marlborough has met the contract requirements and in most cases, exceeded them.

RECOMMENDATION

That the information be received.

Background/Context

5. Council has a commitment to provide ratepayer-funded free community festivals and events that are fun, family-friendly, promote community connection, celebrate and showcase our region's attributes and act as catalysts for community well-being and civic pride.
6. In September 2022, Registrations of Interest were requested from interested parties to deliver three Council-owned community events. Additional community event ideas were sought at the same time. Pure Events Marlborough were confirmed as the preferred contractor at a Council meeting on 2 March 2023.
7. The contract commenced on 1 July 2023 and ends on 30 June 2026 with an additional renewal term of two years.
8. This report is the first report under the contract and provides details on the following events:
 - a) Southern Jam Youth Jazz Festival 2023:
 - i) To be held around Marlborough in August
 - ii) Free public performances to be provided at a minimum of 10 venues
 - iii) Master classes and workshops to be provided
 - iv) Well-known and respected NZ judges to be used
 - v) Finale gala concert to be held at ASB Theatre Marlborough
 - vi) Min. of 10 schools to be represented
 - vii) Min. of 15 bands to be represented
 - viii) Estimated number of students: 175 to 200 pax
 - ix) Estimated number of attendees: 2,500 pax
 - x) Target audience - family/children/youth/community
 - b) Blenheim Christmas Parade 2023:
 - i) To be held in December
 - ii) To include small pre-parade concert and children's entertainment
 - iii) Prizes for winning floats to include 'Best Community Float', 'Best Commercial Float' and 'Best Walking Group'
 - iv) Target audience - family/community

- v) Min. of 25 floats and walking groups
 - vi) Estimated number of attendees: 3,000 pax
- c) Picton New Year's Eve Event 2023:
- i) To be held on Picton Foreshore on 31 Dec
 - ii) To include fireworks at midnight
 - iii) Concert on main stage with music from local & national performers throughout the event
 - iv) Min. of 8 food stalls offering a variety of cuisine
 - v) Provision of transport to/from Blenheim to be considered
 - vi) Target audience - family/community
 - vii) Estimated number of attendees: 6,000 pax
- d) Blenheim CBD Summer Market 2024:
- i) To be held on Friday before Marlborough Wine & Food Festival
 - ii) Min. of 60 market stalls selling a variety of goods
 - iii) To include roving busker-style and street entertainment
 - iv) Target audience - family/community
 - v) Estimated number of attendees: 4,000 pax

Annual Report

9. It is a contract requirement that Pure Events Marlborough provide Council staff with a full report for each event within three months of the event being held, excluding Southern Jam which is required within four months. It is also a requirement for a representative from Pure Events Marlborough to provide an annual report by 30 June each year and to present this to the Economic, Finance and Community Committee.
10. Annual Report for events held 1 July 2023 to 30 June 2024 is attached (Attachment 1).
11. Pure Events Marlborough have met the contract requirements and in most cases, exceeded these.
12. Feedback from the community for the events that have been delivered during the 2023/2024 period has been overwhelmingly positive.

Presentation

Katrina Lange, Owner/Event Manager of Pure Events Marlborough will be present at the meeting to speak to the report and answer any questions (15 mins).

Attachment

Attachment 1 - Annual Council Contracted Events Report

page[4]

Author	Samantha Young, Regional Events Advisor
Authoriser	Dean Heiford, Manager Economic, Community & Support Services

ANNUAL COUNCIL CONTRACTED EVENTS REPORT FOR

Southern Jam Youth Jazz Festival

Christmas Parade

New Years Eve

CBD Summer Market



Southern Jam Youth Jazz Festival: Annual 4 day jazz festival providing an opportunity for young musicians from schools around New Zealand's South Island to compete, perform and learn. Held annually around Marlborough in August. We had many comments received that this was the best Southern Jam to date and overachieved on all the contract requirements.

- **Free public performances to be held at a minimum of 10 different Marlborough venues.** Performances held at 11 Public venues and 9 primary schools utilized for performances. We also held a Gala finale concert at ASB Theatre Marlborough on last night of the event showcasing pieces from all competing schools, along with The All Stars Band featuring all the vocalists alongside the Judges.
- **Target audience - family/children/youth/community min. of 10 schools & min. of 15 bands. Approx number of students : 175 - 200 pax Estimated number of attendees: 2,500 pax (approx. 500 pax to the Gala Concert).**
- Huge attendance by members of the public to venues and Gala Concert as well as a numbers of schools and bands involved. We had 18 bands representing 11 Schools, comprising 182 students. With the number of venues, we had well over 2,500 audience wise across the week, with over this number just at the 9 primary schools. The gala concert had a total of 510 audience.
- **Master classes and workshops to be provided well-known and respected NZ judges used**
- Our Judges for Southern Jam 2023 - Dr Rodger Fox, Dr Dave Wilson & Erna Ferry all highly achieving musicians in their own rights.
- Our Judges also commented to me how well organised Southern Jam was this year back under our leadership. Also many previous Southern Jam participants have benefited from the event and being the reason they have led on to have careers in music. Many have written (submitted to council) to showcase how important Southern Jam is to them as performers.

You can see from the previously submitted evaluation sheets from teachers the value of Southern Jam and the appreciation of our good organization of such a complex event.

Our marketing was on point which can be seen from the attendance, however going forward we have amended the logo to incorporate MDC logo above where possible.

Financials

I secured increased sponsorship back via KBB on a 3 year contract.

Events costs: \$65,808 +GST Council payment: \$40,000 + GST

Southern Jam 2023 Budget (ex GST)			
Expenditure	Supplier	Budget	Actuals
Hire theatre incl elec	ASB Theatre	\$ 15,000.00	15,334
Extra sound and light	ASB Theatre	\$ 1,000.00	0
White Haven Room workshops and Live Broadcast of Gala Concert for students	ASB Theatre	\$ 1,000.00	0
White Haven Room catering		\$ 300.00	0
Extra Sound Engineers (2) for outside venues		\$ 3,000.00	\$2,790
extra sound systems for rodder/Erna plus extra time Chris			\$455
Jeremy - extra support at ASB and use of video camera			\$362
Support staff for venues			\$775
Ticketing fees		\$ 750.00	500
Hire of Music equipment for venues		\$ 2,500.00	0
Insurance on gear		\$ 500.00	0
			0
Advertising	social media/ newspaper/magazines	\$ 1,300.00	2000
	Radio	\$ 1,000.00	1007
Photography/video		\$ 1,000.00	450
Signage	and clothing	\$ 500.00	525
advertising graphic design		\$ 500.00	950
DLE leaflets x posters print		\$ 200.00	250
Plaques		\$ 1,750.00	1060
wristbands			150
certificates		\$ 100.00	100
judgesincl accommodation, travel and fee		\$ 10,000.00	5200
accommodation			1400
catering for judges		\$ 800.00	750
Van Hire for Music equipment x 2 (incl fuel)		\$ 1,000.00	
Leaders packs/certificates	Warehouse Stationary	\$ 300.00	350
Thank yous	TBA	\$ 150.00	150
Management fee		\$ 26,000.00	26000
support staff			5750
SUBTOTAL		\$ 68,950.00	65,808
Income:			
Registration Fees	185students @\$60 13 conductors @560	\$ 9,900.00	11520
Gala Concert Ticket Sales 50pp/38pp		\$ 10,000.00	9,740
Main Sponsorship	Rock Shop - KBB Music	\$ 2,500.00	2500
supporting sponsor		\$ 500.00	0
Venues - 10 at \$300		\$ 3,000.00	2400
Marlborough District Council	Management fee	\$ 26,000.00	26000
Marlborough District Council	Balance of Events costs	\$ 14,000.00	14000
Total Income		\$ 65,900.00	66160
IN KIND SPONSORSHIP			
Radio/media gave in kind sponsorship therefore campaign was far greater than the \$ figure given of costs			



Expected Outcomes from Christmas Parade Event:

Annual street parade of community and commercial group floats, walking groups and Santa on his sleigh through CBD. Target audience - family/community Minimum of 25 floats and walking groups

Estimated attendees: 3,000 pax

Huge attendance by members of the public –well over the 3,000 aim - as well as a high level and great variety of floats involved. The streets were heavily lined with thousands of attendees and we had 38 Floats participating.

Many comments received that this was the best Christmas Parade to date from the variety and number of floats. All floats and walking groups had put a huge amount of effort to make interesting and colourful floats (photo gallery provided).

We accepted in the maximum number of floats (due to line-up space and also the front catching up to the tail). However, In the lead up to the event we had a couple of floats pull out or change their vehicle, though they were replaced from our waiting list. This causes a heavier workload for our staff but with this flexibility enabled the numbers of floats and thus benefit to the audience to remain high. The complication of different sized floats, some having music and some not all along with various other factors including participation of animals, has to be considered of placement in the parade.

I secured back the use of the school car park. This is a much easier and safer site for floats to muster along with John Street.

We worked in with Lions group and Mistletoe Market. Due to the short cross over we continue with existing stall holders remain rather than introducing additional ones. We had a Band performing, elves doing face-painting & crafts and Santa on his throne with an elf helper giving out lollies, all of which were thoroughly enjoyed by families attending.

The Lions were supportive in agreeing to not only help on the day with line-up of floats and marshalling the Parade route but also in regards the electrics and returning them and providing clean up/bins for the whole event. We also checked the area after the event and 3 staff needed to do additional rubbish pick up around the Parade route post event removing rubbish. We also covered the school and set up area to ensure the muster venue was also clean.

We had full health & safety documents created and shared with all participants, Lions and Police.

We had stipulated rules and regs that the float participants had to confirm and agree to. We still have issues with Floats throwing out lollies. Next year we will ensure we speak to every float at point of departure (as sometimes the one co-ordinating the float doesn't pass on all instructions) to mitigate this further.

Police complimented me on the good organisation of the event both prior and on the day.

There were major issues with the TM leading up to the event with Men at Work declining to do the work a month out despite continuing with the market TMP and agreeing to do Christmas Parade. Fulton Hogan were so professional and helpful taking this on at such a late stage and with the added issues of crossovers (ie men at work taking down a road closure and FH having to put up in the same place). They managed the event extremely well under very difficult circumstances and Adam Barclay and his team are to be commended on their efforts with staff having already done long hours. We have already discussed this years plans.

With more lead time into this years event we were able to ensure that the dance show was not clashing this time so no issues of parents trying to drop off/pick up during road closures.

Lions have decided to move their event going forward and we have decided there is great merit in joining up with Christmas in the Park instead.

Marketing was well planned out again being seen by number of floats and number of attendees. Again we will move to include MDC logo as part of Christmas Parade logo where possible.

Christmas Parade Financials

I secured back Marlborough Lines Sponsorship and have signed for a 3 year term.

Christmas Parade Budget/Actuals 2023				
Expenditure:			BUDGET	Actuals
Prizes Sponsored				
road closures (john street)			\$ 16,000.00	15204
Management fee			\$ 13,000.00	13000
radios			\$ 50.00	0
Barrier people - Lions Foundation			\$ 300.00	0
Clean Up - rubbish and recycling			\$ 600.00	0
facepainter/crafts			\$ 150.00	304
Entertainers singer			\$ 400.00	216
MC			\$ 100.00	100
Santa			\$ 100.00	100
materials			\$ 750.00	650
clothing			\$ 150.00	111
Advertising				
	road sign	1 new and update old	\$ 300.00	\$155
	radio		\$ 800.00	1132
Sun \$130 TSM \$550 , MEX \$813	Advertising	call for floats and event	\$ 1,000.00	1500
	social media		\$ 150.00	70
Design			\$ 300.00	75
Posters			\$ 125.00	50
school use			\$ 100.00	100
public liability insurance			\$ 650.00	600
Total Expenditure			\$ 35,025.00	33367
Income:				
MDC Contract fee			\$ 19,000.00	32000
Entry Fee			\$ 100.00	236
Sponsorship - potentially Marlborough Lines			\$ 2,500.00	2500
Total Income			\$ 21,600.00	34736
Plus in kind sponsors for prizes and marketing				



The event was extremely well attended increasing even further than the previous year and again a huge amount of positive feedback post event.

We pulled off a fantastic event, enjoyed by well over 7,000 people (hard to pinpoint but we all felt last year was around 6,000 and this event far exceeded those numbers). The venue was packed with families having a thoroughly good time. The businesses, restaurants and bars surrounding were also very busy from early evening. We know that the majority of accommodation was also fully booked.

- We reached the right market as we had a huge turnout of families with the Picton Foreshore busy throughout the evening from the start to end of the concert. MDC was given profile both in the lead up marketing schedules as well as on the day with Flag in a prominent position (front of stage). We amended our promotion to read MDC NYE, Picton rather than supported by as soon as requested.
- We continued with the same minimal road closures as previous other than closing earlier in the lower car park 8.30 am. This still didn't resolve our parking issues – As this isn't marshalled by parking attendants there is no enforcement. We will change plans and have all food stalls up on the grass area and not using the car park. Although we will have to reduce by a couple and thus income slightly lower it should save on the TMP requirements and I think benefit the stall holders being in a more prominent position.
- The costs were still high for road closures as no sponsorship again able to be worked in with Men at Work and no time to source alternatives. We will be working in with Fulton Hogan going forward, however with the time of year and staff time I don't really feel we will be able to gain any sponsorship in this area.

MAW staff on the night were lovely to work with so it was just pre and post communication that weren't great.

- We also hired the portaloos for bands from Men at Work so not sure what the options going forward will be on this.
- We created full H & S plans and processes which we liaised with all necessary parties including Police, emergency services, contractors and participants as well as sourcing and obtaining all necessary H & S documents from contractors such as Fireworks and Gravity (staging and sound).
- We organised buses that were majority funded (\$5 per ticket each way to customers), via Go Bus who coordinated tickets sales. 245 tickets booked (most include return so approx. 130 people). We have penciled in Go Bus for next year just need to discuss whether \$1635 + GST is wise spending for this amount of bookings. We could also look at increasing costs pp to \$10 and reducing/not requiring our contribution. We also need the bus company to be able to stop sales when buses full. They didn't have that facility so it ended up with an extra bus with only a few people. We had a set rate so it didn't effect our price.
- Fencing worked well. Crafar provided in a timely manner along with providing the bins & skips. Their pre and on the day communication was great. We provided volunteers to do rubbish clean up. This is an on going problem trying to secure assistance on NYE as they were let down last minute so only 2 of them ended up doing the whole role.
- Port Marlborough were great in providing low fencing by staff on their day off – much appreciated
- The line-up of bands we secured were fantastic and within budget. They were via contacts I had worked with previously and awesome to work with again. This year we went with Gravity Events for sound & lighting whilst maintaining the stage used previously. The communication and organization was fantastic between us all. There was the same wind issues but they were managed well with good communication and no delays required. Our bands were extremely complimentary of both PEM and Gravity's management of the event. We really felt like a team working towards the best result!
- Security had few problems on the night within the concert area and they did a good job. The biggest problem we had was drinking on the foreshore. There is very minimal signage (faded footpath painted) from Council in the area and we would like to see this increased to help us monitor this. Everyone was very happy to remove alcohol or themselves from the area but it was quite a difficult aspect to keep on top of. We will get some event signs made up but as this is an alcohol free zone even when event not on, much more permanent signage is needed. There was also a report of under-age drinking in the kids area, however both security and Police were immediately on to it.
- Police reported a great, well-run event. By working with Police, Fire, Security and Ambulance prior to the event and creating strong management plans it made for a well-run enjoyable event for the crowd and emergency services. Good planning is essential as when we were supposed to be having an on-site pre-event meeting the police were called away on a missing persons case, however we could still implement all that had been pre-organised and discussed. No issues reported by Ambulance crew and no lost children this year!
- With 15 stalls we had a great variety of food available and children's stalls with facepainting, candy floss, glow sticks/toys, donuts & Mr Whippy. The additional food ones we placed near the kids area were most popular.
- Fireworks were awesome! The best year we have had according to feedback! Again, we worked in with the firework team, the Harbour Master and fire crew. With good communication we kept abreast of any issues from weather in case we needed to put in alternative plans, but all went without a hitch. Nothing

was resolved with the upper car park closing but I had left that with Graham MDC and Wayne Fire Crew to resolve between them. I haven't had any reports back of issues.

- I believe our council rep Grahame Smale was happy with our use and respect of the foreshore. I haven't heard anything to the contrary. Our electrician picked up and returned the electrical gear in a timely manner with Brad Maloney.
- All in all a hugely successful event. The feedback has been phenomenal...and ongoing! I know Council have had direct positive feedback and we continue to receive it from all areas via social media, face – to face. Friends on North Island even heard how good it was!! We certainly have a very high bar to keep up to going forward 😊
- Also on the plus side this has created interest from potential sponsors which will help to meet the ever increasing costs of things. We met budget this year but it would also allow for an increase in kids entertainment potentially.

New Years Eve Actuals 2023		
Sound/Stage/Lighting	\$6950 + GST STAGE \$9773 Gravity Sound	17,123
rubbish & high fencing for back stage		1464
volunteer group for rubbish		400
Traffic Men at Work	includes portaloos	4435
Ambulance crew	increase as need extra EMP due to numbers	1560
fire crew		652
electricians assistance		810
Advertising	Radio	792
	Poster Photocopying	72
	road signs	165
	Magnets & stickers	284
	Facebook ads (visa)	100
	advertising media	1500
	t-shirts	125
	graphic design	250
MC		300
Entertainment - 2 x bands + kids entertainer		\$7,303
APRA		160
buses		1421
Security		3860
fireworks		11174
Public liability insurance		500
food beverage entertainers and staff		377
Staff accommodation		487
Stall assist and admin incl on day		1414
on the day assist x 1		350
event management		14000
Expenditure Total	TOTAL	71,078
Income		
MDC event management		14000
MDC event costs		56000
Stall Income		1300
Total Income		71300



Expected Outcomes from Blenheim CBD Summer Market:

Annual street market in Blenheim CBD held the day before the Marlborough Wine & Food Festival.

Minimum of 60 market stalls selling a variety of goods

Roving busker-style and street entertainment

Target audience – family/community

Estimated number of attendees: 4,000 pax

Held the Friday before Wine & Food Festival on Fri 9th Feb in the Blenheim CBD.

Good attendance throughout the day by members of the public as well as over exceeding the stall requirement with 81 stalls offering a high quality and great variety of products.

We had entertainment on the Band Rotunda throughout the day with Bands and soloists. We found this to be great for the public but a few shop owners felt it was too loud when we had the bands but great when we had soloists so we will stick to that more acoustic style for next year. We also had a band that played most of the day (with hourly breaks) at the top of Market Street and a busker that was half way down Market Street (opposite Charles Street). This spread the music out well so it wasn't conflicting but creating atmosphere across the whole market.

We had 7 stalls offering a selection of food options and coffee. Some were busy and want to come back again and some where not – this could have been product.

We will reduce the numbers of food sites going forward and replace with other market stalls as we ended up with a waiting list for other products. Also look to running the market until 5pm same time as shops close to make it more streamlined but also to capture more after school. Many families turned up after school which only left 45mins for them (and the likes of Mr Whippy!) for shopping/sales as we closed at 4pm.

However, I don't feel we can't start much later as we have to close the roads and put out no parking by 5am so that we don't have vehicle problems. I feel it would be a long time to be shut with nothing happening if we don't start set up around 7.30am and open at 9.30am. We ran 9am – 4pm this year.

We worked in with Menz Shed on the day to help with set up and also the Hospice group with a free site and also donation for help with rubbish collection.

Both groups worked extremely well from both perspectives, and we will happily continue the relationships. Hospice also reported a great response raising over \$1,500 for the days activities on the stall.

We left the site clear and undamaged – not had any feedback from MDC in this regards. We completed a site visit prior to the event. Rubbish bins sponsored by Metallic arrived and were collected in a timely manner and we appreciate their support in this area.

We had full health & safety documents created and shared with all participants and also engaged with the retailers as best we could. We sent a couple of emails requesting Blenheim Business Association let their members know about the event but on the day their Chairperson said she didn't know about the event. Their staff member said they did know about it but I'm not sure why we didn't get any response. I have made contact again and they have said they are happy to engage more for future events and help spread the word to the businesses. Going forward I will meet with them in advance and ensure they do liaise with the retailers.

We also did our own due diligence by going into every retailer with a poster. A few claimed not to know but it is hard for us if the relevant person doesn't pass on to Manager or rest of staff.

We had an issue with the Photography shop at the top of Market Street – where a band was placed, a Postal Courier who parked on Alfred Street blocking the path of all vehicles and refused to move until had unloaded all their deliveries and the dairy on Alfred Street complaining customers couldn't park right outside his shop.

We also didn't know that we should have gone directly to Marlborough Roads not Fulton Hogan for the TMP. Council, Marlborough Roads nor Fulton Hogan informed us of this prior to the event (other than an email from 2 years ago that no-one remembered). We all know going forward that this is the way to work and we appreciate the council support in this area.

Other than that, there were no issues with Fulton Hogan Traffic Management – staff were very helpful in the lead up and on the day. Great communications. Next year we will look to pull in the road closures on Alfred and Charles Street so that vehicles can come further up to park and also use the connecting 1 way street that links them.

Financials

We met budget and there is a reasonably good financial picture going forward with number of likely stalls booking in again. The feedback from most stalls was that they would be returning plus we had a waiting list, although I am mindful we will be losing some revenue with reduced number of food stalls..

Also known time spent organising the event. We will spend additionally with more road signage next year and possibly a bit more kids related entertainment after 3pm

Blenheim CBD Summer Market 2024

Expenses			
What	supplier	Actuals	notes
Sound		0	bands & buskers provide own
advertising materials		1960	radio \$452 + GST, \$316 TSM \$220 SUN & \$300 MEX \$62 posters, \$150 road signs \$130 graphic design \$50 stall promo leaflet print \$70 facebook, Streetwise \$208
stationary		108	
Traffic Management	MUST GO DIRECT THROUGH MARL ROADS next year not direct to Fulton Hogan	0	covered by MDC as per previous
rubbish bins		0	sponsored by Metalic
Entertainment	\$100 Untouchables, \$200 Bec Staples, \$350 Qarni \$260 McKendricks	910	
insurance		450	annual
Staff costs		9700	
volunteers	rubbish	300	Hospice Marl Not erceived invoice
electrics		475	paid
Assist on day Dave & 1 other		225	paid Menz Shed
TOTAL		14247	
Income			
What			
Stall Holders	to date 1 Feb	4261	
MDC		10000	
TOTAL		14261	

4. Regional Events Update

(The Chair) (Report prepared by Samantha Young)

E100-002-011

Purpose of Report

1. To provide an update on the activities of Council's Regional Events Advisor (REA) and Marlborough's events sector

Executive Summary

2. Work has commenced on a review of the Marlborough Regional Events Strategy
3. Increased event costs continue to negatively impact local event organisers
4. Marlborough has recently secured \$94,825 through MBIE's new Regional Events Promotion Fund for five events that drive visitation to the region
5. Feast Marlborough have announced they will not be running their 'Friday Night Feast' event in 2024 due to financial, timing and resource constraints
6. Work on the Marlborough Spring Events Guide will commence shortly

RECOMMENDATION

That the information be received.

Background/Context

7. The Regional Events Advisor role supports the development of the events sector in Marlborough to ensure it maximises the economic return and community well-being to the region, guided by the Regional Events Strategy. The main activities carried out by the Advisor include:
 - Development, management and implementation of the Regional Events Strategy
 - Marlborough Follow-ME events calendar, printed & digital collateral and social media platforms
 - Management of the following funds and assisting the respective sub-committees and decision-making panels:
 - Commercial Events Fund
 - Community Events Fund
 - Sport and Recreation Community Activity Fund
 - Te Tauihu Regional Events Fund (Marlborough) - MBIE Funding
 - Regional Events Promotion Fund - MBIE Funding
 - Identifying and executing Bid opportunities
 - Managing Council's Community Events Services contracts
 - Supporting and advising regional event organisers

Events Update

8. **General Comments:**
 - In line with the Marlborough Regional Events Strategy's aim to 'Encourage Excellence in Event Management', sponsored registrations to the national events conference have been awarded to Amanda McRae (Garden Marlborough) and Katrina Lange (Pure Events Marlborough)
 - Ever-increasing event costs e.g. traffic management and waste minimisation, continue to negatively impact events. This is causing organisers to re-evaluate their plans with some having to reconsider the format and scale of their events

- Work is underway on a review of the Marlborough Regional Events Strategy
- Council's REA is working with a number of organisers looking to establish new community and commercial events in Marlborough

9. Recent/Upcoming Large Events Update:

- Saint Clair Vineyard Half Marathon - 11 May
 - As a recipient of funding through Council's Commercial Events Fund a full post-event accountability report will be provided within three months of the event taking place. However in the meantime organisers have reported the following:
 - 1,893 participants: 1,037 - half marathon; 856 - 12k
 - 70% of participants came from outside of Marlborough:
 - 23% North Island; 45% Canterbury, West Coast & Nelson; 1% Otago & Southland; 1% International
 - Based on the above information, this year's event generated a total economic impact to Marlborough's GDP of approx. \$405,000
 - Entries for next year's event on Saturday 10 May 2025 are open now
- Marlborough Book Festival 2024 - 25 to 28 July
 - 2024 will be the Book Festival's 10th anniversary
 - This year's Festival features 23 sessions with 17 authors and will be held at ASB Theatre Marlborough, Marlborough Library and Small Town Winery
 - Tickets are on sale now
- Southern Jam Youth Jazz Festival - 7 to 10 Aug
 - Popular Council-owned annual community event delivered by Pure Events Marlborough showcasing talented young musicians from high schools around the South Island
 - Performances will be held around the Marlborough region - final schedule to be announced
 - Finale Gala Concert will be held at ASB Theatre on Saturday 10 August – a great opportunity to see all participating schools performing with the All Stars Band and Festival judges. Limited tickets available
- Garden Marlborough - 7 to 10 Nov
 - 2024 will be Garden Marlborough's 31st anniversary
 - Organisers recently announced Bayleys Marlborough as their new Principal Sponsor
 - UK-based international lecturer and award-winning designer Annie Guilfoyle will be this year's keynote speaker
 - Tickets on sale from 22 July
- Feast Marlborough 'Friday Night Feast'
 - Feast Marlborough have recently announced that they will not be running Friday Night Feast in 2024 due to financial, timing and resourcing constraints. They will instead look to create smaller activations and work alongside existing Marlborough events that celebrate our region's food and producers. They hope to bring Friday Night Feast back in 2025
 - Council's REA will continue to work alongside the Feast Marlborough Board to provide support and advice

Event Funding

10. Commercial Events Fund

- Following the February Economic, Finance & Community (EFC) Committee meeting, the Commercial Events Fund sub-committee met on 20 May to review the criteria for this fund to ensure it continues to be fit for purpose and meets the needs of the events sector. Council's REA will present an overview of the changes to the EFC Committee
- The revised criteria will be in place for Round 1 of 2024/2025 which opens on Monday 12 August

11. Community Events Fund

- Contestable fund aimed at supporting the delivery of quality, innovative community events that act as catalysts for community well-being and civic pride. Applications are accepted from Marlborough community groups, organisations and individuals

- The fund is open year-round (or until funds are fully allocated) to enable applicants to apply as opportunities arise
- Budget for 2023/2024 was \$28,000. A total of \$16,070 was approved by the decision-making panel as shown below:

Organisation	Event	\$ Requested	Decision
Envirohub Marlborough Charitable Trust	Earth Day - Picnic in the Park	\$5,000	Approved - \$5,000
Independent Applicant	Zimbabwe Independence Celebration	\$1,350	Declined
Independent Applicant	Latino Market	\$2,500	Approved - \$2,000
Independent Applicant	World Refugee Day 2024	\$3000	Approved - \$2,000
Marlborough Migrant Centre	Latin America & Spain Film Festival 2023	\$1,300	Approved - \$1,300
Maternal Mental Wellbeing Marlborough	Mother's Day Celebration 2024	\$3,000	Declined
Pluto Projects Artspace	Music on Market Street	\$2,000	Declined
Pluto Projects Artspace	Pluto Summer Session 2024	\$12,000	Declined
Pluto Projects Artspace	Art Walk + Talk	\$3,000	Declined
Rai Valley A&P Show Assoc.	Rai Valley A&P Show 2024	\$3,000	Approved - \$3,000
Waikawa Bay School PTA	Waikawa Bay School Plant Sale & Family Fun Day	\$770	Approved - \$770
Whitehaven Wines	Whitehaven Matariki Night Market 2024	\$2,000	Approved - \$2,000

12. **Mānawatia te Kahui o Matariki Fund / Marlborough Matariki Event Fund**

- This \$25,000 fund aims to support the community in hosting events that recognise not only Te Ra Aro ki a Matariki, the public holiday, but also the wider Kaupapa and principles of Matariki
- The fund is administered and managed by Council's Project Lead - Arts, Culture and Heritage
- The fund was oversubscribed with ten applications received totalling \$44,150
- Successful applicants are required to provide a post-event accountability report within two months of their events taking place
- The decision-making panel met on 30 April to review the applications. The following decisions were made:

Organisation	Event	\$ Requested	Decision
Linkwater Settlers Incorp.	Matariki	\$2,000	Approved - \$1,000
Marlborough Youth Trust	Matariki - Viewing & Breakfast	\$2,000	Approved - \$2,000
Ngāti Rārua Iwi Trust	Te Umukohukohu Whetu o Ngāti Rārua	\$5,000	Approved - \$4,000
Omaka Marae Incorporated	Lights Over Omaka	\$3,000	Approved - \$3,000
Picton School Parent Group	Matariki Night Walk Picton	\$1,350	Declined
Te Atiawa Manawhenua Ki Te Tau Ihu Trust	Matauranga Matariki	\$4,000	Approved - \$3,000
Te Runanga a Rangitāne o Wairau Trust	Rangitāne Matariki Annual Gathering	\$7,500	Approved - \$4,500
Tokomaru Research Centre	Te Heke Whakangā	\$10,000	Approved - \$2,000
Waikawa Bay School	Waikawa Bay School Free Fair	\$1,500	Approved - \$1,500
Waikawa Marae	Ka Mua, Ka Muri	\$7,800	Approved - 4,000

13. **Sport & Recreation Community Activity Fund**

- This annual fund is open to event organisers or local clubs/organisations to help create small sport and community activities that are of low cost to participants and encourage involvement and physical activity
- The budget for 2023/2024 was \$51,000 (\$30,000 annual budget + carryover). Four applications were received totalling \$37,016.75
- Successful applicants are required to provide a post-event accountability report within three months of their event taking place
- The decision-making panel met on 9 May 2024 to review the applications. The following decisions were made:

Organisation	Event	\$ Requested	Decision
Endeavour Park Pavilion Society	Marlborough Team Challenge 2024	\$6,500	Approved - \$6,500
Graeme Dingle Foundation Marlborough	Wet 'n' Wild Week 2024	\$8,555	Approved - \$8,555
Marlborough Basketball Assoc. Incorp.	Waitohi Rangitahi 3x3 Basketball Tournament 2024	\$6,961.75	Approved - \$6,961.75
Marlborough Performing Arts Competitions Society Incorp.	Marlborough Performing Arts Competitions 2024	\$15,000	Approved - \$15,000

14. **Te Taihu Regional Events Fund (MBIE funding)**

- In September 2020, Government announced a \$50m fund to support the tourism and event sectors in response to Covid-19's impact on international tourism. The fund is intended to

stimulate domestic tourism and travel between regions through the hosting of events with the aim of replacing some of the expenditure usually generated by international visitors

- Marlborough, Nelson and Tasman were allocated \$1.5m for the creation of the Te Taihu Regional Events Fund to facilitate and fund events - \$540,000 of this was allocated to Marlborough
- There is currently \$73,000 available for allocation - any unspent funds by 30 June 2025 will need to be returned to MBIE

15. **Regional Events Promotion Fund (MBIE funding)**

- New fund providing \$5M nationally over two years to support the promotion of regional events to the domestic market
- The fund aims to encourage regional dispersal and increase visitor spend in the regions with a focus on promoting events that take place outside the peak Summer season
- There will be two funding rounds with all decisions made by MBIE - Round 1 has just been completed
- Marlborough submitted applications for five regional events as well as a Spring marketing campaign to be run by Destination Marlborough. Unfortunately the campaign was declined but all five events were approved 100% of their funding requests totalling \$94,825
- Council's REA will manage funding agreements with the successful Marlborough applicants

16. **Quarterly Marlborough Event Guides**

- Work will commence shortly on the Marlborough Spring Guide promoting events and activities taking place between 1 September and 30 November 2024

Author	Samantha Young, Regional Events Advisor
Authoriser	Neil Henry, Manager, Economic Development and Strategic Planning

5. Innovate Marlborough Annual Plan 2024-2025

(The Chair) (Report prepared by Dorien Vermaas)

E101-000-002

Purpose of Report

1. To approve the Innovate Marlborough Annual Plan 2024 – 2025.

Executive Summary

2. The paper presents the Innovate Marlborough Annual Plan for 2024/2025.
3. The economic development team at Council will be running the Innovate Marlborough activation programme to support and stimulate economic sectors, businesses, investors and startup eco-system in the region.
4. The Plan is aligned towards achieving the long-term vision and goals of the Marlborough Economic Wellbeing Strategy.
5. The Plan is deliverable within existing budgets.

RECOMMENDATION

That Council approves the Annual Plan 2024-2025 for the Economic Development Team

Background/Context

6. Council adopted the Marlborough Economic Wellbeing Strategy 2022-2034 two years ago. In July 2023, the first Annual Plan for the Economic Development team was presented to and approved by this committee.
7. The paper presents the Innovate Marlborough Annual Plan for 2024/2025.
8. The economic development team at Council will be running the Innovate Marlborough activation programme to support and stimulate economic sectors, businesses, investors and startup eco-system in the region.
9. The Plan is aligned towards achieving the long-term vision and goals of the Marlborough Economic Wellbeing Strategy.
10. The Plan is deliverable within existing budgets.
11. The Economic Development Team's workstream's focus is on:
 - Understanding and engaging the big economic sectors & drivers for Marlborough – Wine & Viticulture, Aquaculture, Forestry & Wood Processing, Food & Fibre Agri-sector, resulting in a fast-growing Agritech sector.
 - Building strong relationships with economic stakeholders inside the region – the (virtual) eco-system for tech & innovation.
 - Building strong relationships with central government agencies with a focus on regional awareness, collaboration and investment.
 - Supporting and cultivating a vibrant eco-system for startups, tech and innovation in Marlborough
 - Building an energetic and stimulating activation programme that is supported and frequented by Marlborough businesses, investors, business services providers, industry bodies, research institutes and innovators.
 - Telling the Marlborough Story through a lens of business, tech and innovation

Assessment/Analysis

Option One – Adopt the Innovate Marlborough Annual Plan 2024-2025

12. The recommendation is that the Annual Plan is adopted:

Advantages

13. it creates transparency within Council and region
14. creates context, understanding of the long term goals and overview.
15. allows readers to better understand the important role and influence of the ED Team
16. Makes it possible to be more agile in working with business sectors.

Disadvantages

17. None

Option Two – do not adopt the Annual Plan

Advantages

18. None

Disadvantages

19. Less transparency of the activities of the economic development team

Next steps

20. If approved, the 2024/2025 Innovate Marlborough Annual Plan will be implemented by the economic development team. Regular reports will be provided to this committee, and an Annual Report will be produced and presented after the end of the financial year.

Presentation

A short presentation will be given by Dorien Vermaas (10 minutes).

Attachment

Attachment 1 – Innovate Marlborough Annual Plan 2024-2025

Page [21]

Author	Dorien Vermaas, Economic Development Portfolio Manager
Authoriser	Neil Henry, Manager, Strategic Planning and Economic Development

Summary of decision-making considerations			
Fit with purpose of local government			
The proposal enables democratic local decision-making and action by, and on behalf of communities and relates to providing a public service and it is considered good-quality and cost effective.			
Fit with Council policies and strategies			
	<i>Contributes</i>	<i>Detracts</i>	<i>Not applicable</i>
LTP / Annual Plan	X	<input type="checkbox"/>	<input type="checkbox"/>
Financial Strategy	<input type="checkbox"/>	<input type="checkbox"/>	X
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	X
Social well-being	X	<input type="checkbox"/>	<input type="checkbox"/>
Economic development	X	<input type="checkbox"/>	<input type="checkbox"/>
Environment & RMA Plans	<input type="checkbox"/>	<input type="checkbox"/>	X
Arts & Culture	X	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters	<input type="checkbox"/>	<input type="checkbox"/>	X
Land transport	<input type="checkbox"/>	<input type="checkbox"/>	X
Parks and reserves	<input type="checkbox"/>	<input type="checkbox"/>	X
This proposal contributes to the economic development activities of Council and the region			
Nature of the decision to be made			
The options do not involve a significant decision in relation to land or a body of water.			
Financial considerations			
The projects contained in the Annual Plan have been budgeted for in economic development 2024-2025 budgets.			
Significance			
The decision is considered of low significance under Council's Significance and Engagement Policy.			
Engagement			
Engagement has occurred with stakeholders as part of the Marlborough Economic Wellbeing Strategy 2022-2032, and many of the projects in the Plan are delivered in partnership with stakeholders.			
Risks: Legal / Health & Safety etc			
There are no known significant risks or legal implications as <i>[describe why]</i> .			
Climate Change Implications			
There are no known climate change implications to this decision.			

2024 - 2025

Innovate Marlborough ANNUAL PLAN





Annual Plan

Economic Development Team MDC

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1. Introduction

This is the second consecutive year for the Economic Development Team at MDC to present Council with an annual plan.

The work-programme for Innovate Marlborough finds its base in the Marlborough Economic Wellbeing Strategy '22-'32, launched in November 2022.

Following last years' achievements and finalizing Phase I of the regional Tech & Innovation Economic Development Journey this plan will provide insights into Phase II and how the Economic Development Team plans to achieve implementing the next steps for the region as set out in the Marlborough Economic Wellbeing Strategy.

Reflecting on Phase I of the Innovation journey it was pleasing to find that all but one of the activation KPI's as set out in last years' plan were achieved successfully. Additionally, five out of the nine Key projects were delivered with success as well. The remaining four key projects have been progressed to the next stage of engagement and support – adapted if necessary to the needs identified in the market.

Under the Innovate Marlborough umbrella a significant number of sizeable projects were delivered for the region last year. These projects have moved the dial for the regional economy and cemented the profile of Marlborough as an emerging Agritech region in NZ:

- Successful delivery of inaugural international WINEPRO Trade Show for New Zealand, with a successful conference programme attached to it – in partnership with key-stakeholders:
 - Wine Marlborough
 - Expertise Events
- Launch of the new MarlboroughNZ website, including a brand refresh and the introduction of new social media channels – in collaboration with Destination Marlborough.
- Successful launch of the Collaboration, Innovation & Transformation -programme (CIT) – a refreshed follow up on the award-winning Smart+Connected Programme
- Securing a home for the Marlborough Tech & Innovation Hub and progressing the milestones for completion in the next few months
- Growing the eco-system and momentum for Tech & Innovation in the region by delivering a successful activation programme aspiring and supporting the eco-system of Marlborough businesses, investors, business services providers, industry bodies, research and educational institutes in the region.

Innovate Marlborough is now ready for Phase II of the Innovation Journey: Measure, Adapt and Implement, so the economy in the region can innovate better and faster whilst aiming for a higher productivity and stronger resilience.

2. What is Innovate Marlborough, what they do and who are partners

a. What?

Innovate Marlborough is short for the work programme delivered by the Economic Development Team at MDC.

The Economic Development team also manages the Screen Marlborough regional Film Office for the region. The Annual Plan for Screen Marlborough including and KPIs will be presented separately.

b. What they do

Innovate Marlborough relates to the delivery of the services driving economic activity, expansion and innovation as described in the Marlborough Economic Wellbeing Strategy '22 – '23.

The work programme is categorised under four pillars:

- Economic Leadership, Vision and Intelligence
- Tech & Innovation, R&D
- Business Capability, and Talent Development
- Investment & Talent attraction, including Storytelling

c. Who they partner with

In order to deliver the Innovate Marlborough programme it is important to realise that the Economic Development team collaborates with a network of strategic partners in the region to deliver on goals as set out in the MEWS.

Business Trust Marlborough delivery of advice and support to small and medium enterprises (SME's) and business mentor matches in the region.

The **Marlborough Chamber of Commerce** delivers the Regional Business Partner Programme under contract with MBIE and Callaghan Innovation. The Chamber carries out the Business confidence survey twice per annum and it has been running the Tech Meetups in collaboration with Innovate Marlborough. The Chamber also collaborates with Innovate Marlborough on the #WeLoveitHere talent attraction campaign.

Angel Investors Marlborough runs angel investment engagement for startups. It also runs the [startup Aotearoa](#) programme for Marlborough and the Top of the South, a welcome addition for startup support and advice in the region.

Destination Marlborough is a strategic partner for the branding and storytelling for Marlborough through the MarlboroughNZ website, talent attraction campaigns, business events and DM's own destination attraction campaigns.

Marlborough Research Centre contributes to our R&D agenda by connecting and seed funding locally based industry initiated and supported research (supported by research agencies such as **Plant and Food** and **Bragato Research Institute**). Innovate Marlborough collaborates with MRC through regular catch ups about ongoing and new R&D projects as well as for the use of their space for regional business service provider meetings, startup weekends and cross industry events such as TechWeek, Innovation Days and Startup Weekends.

NMIT is an important partner for capability training for Marlborough's economic sectors and has been crucial in the development of further economic development of flight training school in the region together with AirNZ and Airbus.

Innovate Marlborough also partners closely with **Central Government Agencies** such as Kanoa/RIF Investment team, Callaghan Innovation, NZTE, MPI, MSD, MBIE and NZFC to connect and support infrastructure and future development initiatives for the region.

Finally, there is close engagement with regional **Industry Associations**, including **Wine Marlborough, Marine Farming Association (MFA)** and the **Top of the South Wood Council** for Economic Leadership. Innovate Marlborough offers a strong framework for the Industry Tech and Innovation agenda in the region in conjunction with the industry associations.

These various partners in the wider regional 'virtual' Economic Development team may find programme funding through Council to varying degrees, (ie, Business Trust, Destination Marlborough) or may be self-funded via industry levies or central government support. They all contribute to economic prosperity in the region and Innovate Marlborough plays a vital role in connecting the different players for mutual benefits and collaboration.

d. What Innovate Marlborough doesn't do

It's equally important to realize what is excluded from the Innovate Marlborough programme:

- Tourism and Visitor attraction, which is the responsibility of Destination Marlborough (DM)
- Destination Management Plan which was developed by DM
- Regional Events, delivered by Marlborough District Council's Regional Events Advisor
- Business Events such as Conferences, also delivered through Destination Marlborough
- Retail and CBD development, delivered by other Council departments and private sector

The economic development team at MDC collaborates intensely with the other teams within Marlborough District Council and at Destination Marlborough to make sure plans are aligned.

3. Long term vision and goals

Innovate Marlborough's vision is articulated in the Marlborough Economic Wellbeing Strategy:

***'For Marlborough to have a thriving economy
with a flourishing environment and vibrant communities'.***

To achieve this vision three long term goals have been identified:

1. For Marlborough to be a recognised leader in Agritech solutions in Australasia – specifically in Marlborough's leading economic sectors of Wine & Viticulture, Aquaculture/Blue Economy and Forestry.
2. Accelerated cross-collaboration between various industry sectors, businesses and economic stakeholders to achieve efficiencies and increased productivity through technology and innovation.
3. Telling the Marlborough stories of Business, Tech & Innovation to attract investment, businesses and talent to the region.

In order to achieve the Economic wellbeing aspects of these goals the programme focuses on the following:

GOAL 1: Be a recognised leader in Agritech solutions in Australasia

- a. Continue to develop the eco-system for economic and regional development support, science, tech and innovation
- b. Complete the Tech & Innovation Hub journey and build businesses
- c. Continue and intensify the attraction and investment Agritech activities in the region
- d. Collaborate with worldwide leading universities/labs/regions/institutions on mapping

GOAL 2: Accelerate cross-collaboration

Continue building on the work to establish cross-industry collaboration and innovation

- a. Execute and promote the new CIT- programme
- b. Innovation Days, Tech Week, Startup Weekends & inspiring speaker events and delivering the activation programme for the region
- c. Further unlock the power of relationships between the R&D, Industry & Government including industry development plans
- d. Identify and promote new collaborative industry projects

Support the region in its journey of sustainability and economic wellbeing outcomes

- a. Continued support for sustainability, circular economy and wellbeing journey for the region, including initiatives across industries and other teams within council
- b. Support awareness and education on sustainability and wellbeing frameworks in the region
- c. Exploring a mission-based approach to economic development; the next step up from sector-based economic development. This approach is gaining momentum due to the shared problems/challenges industries face – it also creates opportunities for finding shared solutions.

Continue to unlock the potential of cross internal & external collaboration on potential infrastructure projects:

- i. Collaboration with iwi
- ii. Water
- iii. Circularity & Waste, renewable resources
- iv. Energy
- v. Big Data
- vi. Economics within planetary boundaries

GOAL 3: Telling the Marlborough Story

Continue to build a comms and marketing strategy for storytelling of the Marlborough business and tech and innovation stories

- a. Optimizing the new brand values validation piece to add and refresh the MEWS
- b. Further develop a Comms strategy for the refreshed Marlborough Brand
- c. Further develop (social media) channels to tell the stories of the region

4. Measuring success

Moving into Phase II of the MEWS implementation, there are new mechanisms for delivery in place and seven key cross-industry projects and a series of activation measures have been identified and recommended:

The ED team will be measuring success by delivering key project milestones and maintaining (or improving) programme activation levels for these key programmes.

Year	Qualitative KPIs: Key Projects	
24/25	Investigate and validate a new robotics group for the region	1
24/25	Launch Marlborough Tech & Innovation Hub and implement management contract	1
24/25	Deliver Activation Programmes as outlined below	1
24/25	Further develop Marlborough Food Collective Support Programme	1
24/25	Validate Marlborough Agritech presence at Field Days	1
24/25	Maintain and further develop MarlboroughNZ storytelling for business, talent and investment attraction	1
24/25	Start reviewing and updating Marlborough Economic Wellbeing Strategy	1
24/25	Assessment with industry and Kanoa for potential infrastructure projects (ie, water/energy)	1

Innovate Marlborough endeavours to maintain the activation levels outlined below. These will be managed fluidly over the course of the year as we react to attendance levels, survey feedback, emerging new priorities and budget allocations.

Quantitative KPIs: Activation Measures		
Leadership	Innovate Marlborough breakfast-series	4 p.a.
Leadership	Infometrics Reports	4 p.a.
Leadership	Business Confidence Survey	2 p.a.
Leadership	Support the roll-out of the leaderful Marlborough programme	1 cohort
Leadership	Sister Region Initiative	1 p.a.
Tech and Innovation	Start-up weekend (or innovation hack)	1 p.a.
Tech and Innovation	Techweek (various events)	1 p.a.
Tech and Innovation	Marlborough Innovation Day	1 p.a.
Tech and Innovation	Actively manage Tech & Innovation Hub contract	1

Quantitative KPIs: Activation Measures		
Business Capability	CIT-programme	max 5 groups p.a.
Business Capability	Business Trust SME support and mentor matches	maintain existing levels
Business Capability	Business community meetups, ie, startup, food, tech, design, screen	maintain existing levels
Storytelling	Innovate Marlborough Newsletters	4 p.a.
Storytelling	(Social) media campaign	1 p.a.
Storytelling	Business awards nights (with partners)	1 p.a.

In addition to the project milestones and activation measures above, metrics will be tracked which indicate how the region is performing in key areas. These metrics are likely impacted by factors outside of MDC's control. The Economic Development team has a role to monitor and influence these indicators, however they don't necessarily measure the performance of Marlborough against them.

INDICATORS		
Relative GDP Growth	As measured by Stats NZ	Annual
Economic Development Stakeholder Sentiment Survey	Survey to be designed	Bi-annual and post event 'pulse' surveys
Population growth by demographic	As measured by Stats NZ	Annual
Employment Rates	As measured by Stats NZ	Annual
Inward investment levels	Including central government funding secured, investment into Marlborough based start-ups and Marlborough RBP funding disbursed	Case studies
Business Confidence Survey	As conducted by Marlborough Chamber of Commerce	Bi-annual
Sentiment Survey stakeholders	Net Promotor Score	≥ 7

Our stakeholder sentiment survey is to be designed but will include:

- **'Pulse'** surveys after key events with a target score of >70% (i.e. Eventbrite Innovation Day was 4.7 out of 5 = 94%)
- **Stakeholders' sentiment survey** for main stakeholders for Economic Wellbeing in the region with participants including:
 - Chamber of Commerce
 - Business Trust Marlborough
 - Angel Investors Marlborough
 - Wine Marlborough
 - MFA
 - Top of South Wood Council
 - NZ Wine Centre
 - Bragato Research Institute
 - Sanford Bioactive
 - Callaghan Innovation
 - NZTE

The survey will be conducted once per annum asking the Innovate Marlborough newsletter database (>500 contacts) for satisfaction ratings on activation programme.

The survey may also consist of open questions for feedback on:

- Collaboration
- Relevance/feedback on existing and new projects
- New ideas
- Importance for economic wellbeing for the region
- Any other business

5. Conclusion

In summary Innovate Marlborough has created an agenda to continue the energy and excitement that's been initiated for Phase II of the MEWS.

Phase II requires the region to:

- execute on the key projects underway
- maintain the busy activity levels as set out in this years' activation programmes.
- celebrate more vocally the work being done across the region, keep telling the stories and
- continue to co-design new strategies to maintain relevant, innovative, and future focused thinking for the region.

Innovate Marlborough has an ambitious agenda (with limited budget) which will challenge the region to think creatively and collaborate even more closely to leverage shared resources in pursuit of achieving the shared vision and goals for Marlborough.

6. Appendix A - Strategy on a Page

STRATEGY ON A PAGE

2024 – 2025

Innovate Marlborough

Vision

Vision A thriving economy balanced with a flourishing environment and vibrant communities

Goals

1. Recognised leader in Agritech solutions in Australasia
2. Accelerated cross-industry collaboration, driving wellbeing and productivity through tech and innovation
3. Telling the Marlborough Story to attract talent, investment and businesses to the region

Strategic Pillars

Leadership – for the regional economy

Transformation – Through tech, innovation and R&D

Business Capability – and talent development

Storytelling – for promoting the region and investment & talent attraction

Key Projects

1. Launch Marlborough Tech & Innovation Hub & manage the contract
2. Investigate and validate new Robotics CIT- group for the region
3. Delivery of the activation programme below
4. Further develop Marlborough Food Collective support programme
5. Validate Marlborough Agritech presence at Field Days
6. Further roll-out the MarlboroughNZ story, brand and platform, incl. a comms strategy
7. Start reviewing & updating the MEWS
8. Assessment with industry & Kanoa for potential investment/infrastructure projects

Activation Programme

Leadership

- Quarterly Marlborough breakfast-series
- Manage Screen Marlborough, the regional Film office
- Quarterly infometrics reports
- Half yearly business confidence surveys
- Support further roll-out of the Leaderful Marlborough Programme
- Sister Region Initiative

Tech & Innovation

- Startup weekend
- TechWeek
- Marlborough Innovation Day
- Actively manage Tech & Innovation Hub contract

Business and workforce capability

- Active CIT-groups
- Business Trust SME support & mentor programme
- Business community meetups: startup, food, tech, design, screen

Storytelling

- Annual (social) media campaign
- Quarterly newsletters
- Annual business Awards

Partnership



- Research & Education Partners
- Industry Associations
- Kanoa /central government agencies

*In addition to our performance measures above, we'll track metrics which indicate how the region is performing in key areas, but which are often impacted by factors outside of our control. As the FDI, we have a role to monitor and influence these indicators. However, we don't necessarily measure the performance of our team against them.

Vision A thriving economy balanced with a flourishing environment and vibrant communities

Goals

- Recognised leader in Agritech solutions in Australasia
- Accelerated cross-industry collaboration, driving wellbeing and productivity through tech and innovation
- Telling the Marlborough Story to attract talent, investment and businesses to the region

Strategic Pillars

Leadership
 For our regional economy

Transformation
 Through tech, innovation & R&D

Business Capability
 and talent development

Storytelling – for promoting the region and investment & talent attraction

Key Projects

1. Launch Marlborough Tech & Innovation Hub & manage the contract
2. Investigate and validate new Robotics CIT- group for the region
3. Delivery of the activation programme below
4. Further develop Marlborough Food Collective support programme
5. Validate Marlborough Agritech presence at Field Days
6. Further roll-out the MarlboroughNZ story, brand and platform, incl. a comms strategy
7. Start reviewing & updating the MEWS
8. Assessment with industry & Kanoa for potential investment/infrastructure projects

Activation Programme

Leadership programme

- Quarterly Marlborough breakfast-series
- Manage Screen Marlborough, the regional Film office
- Quarterly infometrics report
- Half yearly business confidence survey
- Support further roll-out of the Leaderful Marlborough Programme
- Sister Region Initiative

Tech & Innovation

- Startup weekend
- TechWeek
- Marlborough Innovation Day
- Actively manage Tech & Innovation Hub contract

Business and workforce capability

- Active CIT-groups
- Business Trust SME support & mentor programme
- Business community meetups: startup, food, tech, design, screen

Storytelling

- Annual (social) media campaign
- Quarterly newsletters
- Annual business Awards

Partnership



- Research & Education Partners, Kanoa /central government agencies, Industry Associations

*In addition to our performance measures above, we'll track metrics which indicate how the region is performing in key areas, but which are often impacted by factors outside of our control. As the EDT, we have a role to monitor and influence these indicators. However, we don't necessarily measure the performance of our team against them.

7. Appendix B - Marlborough Economic Wellbeing Strategy

See the Marlborough Economic Wellbeing Strategy on Council's Website

<https://www.marlborough.govt.nz/your-council/marlborough-smart-and-connected/marlborough-economic-wellbeing-strategy-2021-2031>

6. Economic Development Update

(The Chair) (Report prepared by Dorien Vermaas and Mark Unwin)

E100-010-01

Purpose of Report

1. To provide an update on the activities and achievement of Annual KPI's of Council's Economic Development team between EFC between 19 March 2024 and 10 July 2024.

Executive Summary

2. Leadership Pillar

- a) Quarterly Infometrics Report- the quarterly report for quarter 1 of 2024 was published in May. The report is available on the Council website.
- b) CEO's in Marlborough series with Sam Stubbs was held on 27th March at Lansdowne Hub. It was a well-attended meeting with over 60 people involved in Housing, the meeting was interrupted by a medical emergency and rescheduled till 27 June.

3. Transformation through Tech & Innovation Pillar

- a) Marlborough Tech and Innovation Hub has been confirmed to be located at the top floor of the old Library on Arthur Street. The team is working on the next phase of the project aiming for an opening in October 2024. This includes fitout for the hub and preparing the management contract for the Hub.
- b) Marlborough participated in the national TechWeek from 20 – 24th May with over 300 participants spread over 7 events in the region.
- c) A successful Marlborough Startup Weekend took place on 14, 15 & 16th June with over 30 aspiring startup entrepreneurs working with mentors & investors on building businesses.

4. Business & Workforce capability

- a) CIT- Industry groups continue to hold regular meetings and work on collaborative projects.
- b) Business Trust Marlborough and the Chamber of Commerce business community meetups continue.
- c) Marlborough Food Producers Collective - The ED-team supported a group of 8 Producers from Marlborough to participate at the Christchurch FoodShow from 5 – 7 April, it was the first time such a cohort represented the region at the event and was a success for all businesses involved.
- d) Inspiring Speaker series event held with Nick Petrie on resilient leadership in May – this was organised in collaboration with Wine Marlborough and their labour & workforce steering committee.

5. Storytelling Pillar

- a) WinePro was held from 25th June – 27th June at Stadium 2000, Blenheim. The Final report is being drafted but initial numbers show the event was hugely successful.

6. Screen Marlborough

- a) Screen Marlborough has collaborated with the Sawmill Studios on a competition for film makers to produce short movies at the Sawmill Studios.
- b) Screen Marlborough has finished the Showreel for Marlborough – to display on the website and attract (inter) national producers to the region.

- c) Screen Marlborough has provided service to 3 more production-enquiries in the region. One further enquiry was referred to Nelson/Tasman region for permitting.

RECOMMENDATION

That the information be received.

Innovate Marlborough Report

7. Annual Plan 2024/25 and Annual Report 2023/24

- a) The 2024/25 Annual Plan for the ED Team is being considered elsewhere on this agenda.
- b) The Annual Report of the 2023/24 year will be presented at the next committee meeting. General updates on recent activities are included in this report.

Leadership for the regional economy

8. Infometrics Economic Data

The latest quarterly report (quarter 1 2024) was published in May. It can be viewed via the following link: <https://www.marlborough.govt.nz/about-marlborough/infometrics-economic-and-community-data>

9. CEO's in Marlborough breakfast series

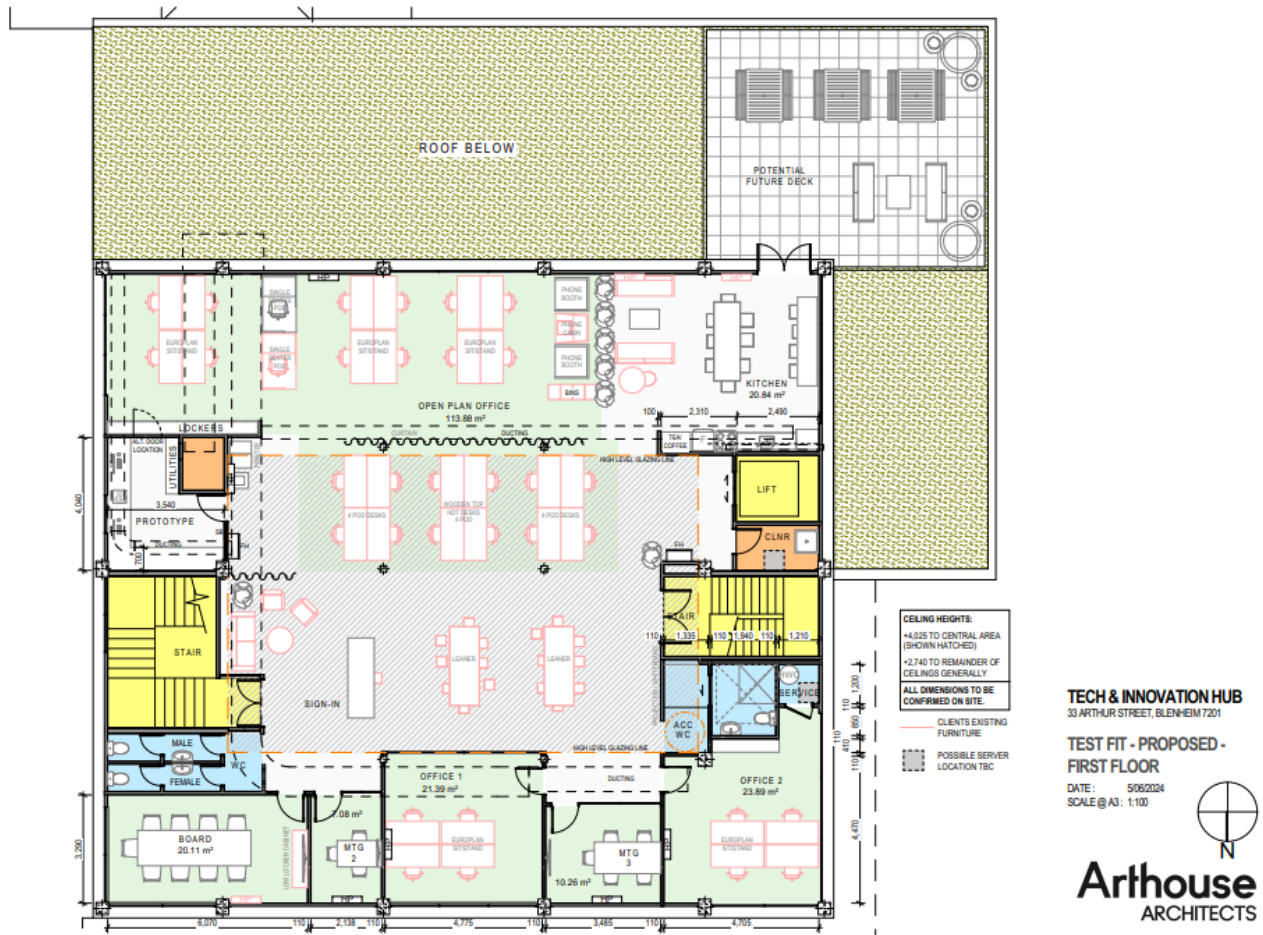
CEO Series with Sam Stubbs was held on 27th March at Lansdowne Hub, Blenheim. It was well attended meeting with over 60 people involved in housing. The meeting was unfortunately interrupted by a medical emergency and the meeting was rescheduled for 27th June.



Transformation through Tech, Innovation, R&D

10. Marlborough Tech & Innovation Hub

- a) Marlborough Tech and Innovation Hub has been confirmed to be located at the top floor of the old Library on Arthur Street. The team is working on the next phase of the project aiming for an opening in October 2024. This includes fitout for the hub and preparing the management contract for the Hub. Arthouse Architects have completed the initial design.



11. **TechWeek**

- a) TechWeek took place from 20th – 24th May and hosted 300+ people during 7 different events in the region.
- b) The ED Team organised an innovation workshop with Brett Holland from CreativeHQ, Wellington’s innovation agency running business incubators, accelerators and innovation summits. The event attracted 25 business leaders from across Marlborough’s business ecosystem. This event was a teaser to test our future innovation workshop and capability growing in the region. The reactions to the workshop were overwhelmingly positive and hadn’t been done in Marlborough before.



12. **Marlborough Start-Up weekend**

- a) A successful Marlborough Startup Weekend took place on 14, 15 & 16th June with over 30 aspiring startup entrepreneurs working with mentors & investors on building businesses.

Business Capability and talent development

13. **Winter Speaker Series –Inspiring Speakers - Grow Perform Sustain workshop**

- a) Nick Petrie ran a workshop which was about the practical steps people take to perform sustainably at a high level including interviewing 3 high performing Marlborough business people May 15th at Lansdowne for 40 people

14. **Business Trust Marlborough (BTM)**

- a) **Activities continue:**
 - i) Business mentor matches & SME business support
 - ii) Supporting the community build of alumni of the startup weekends & startup community

15. **Future of Work 2024**

- a) Future Of Work event was held on Wednesday 24 June at the ASB Theatre and Marlborough Events Centre
- b) The event was bigger and better this year with over 2f000 students attending from Marlborough Boys and Girls Colleges, Queen Charlotte College, Richmond View School and Rai Valley Area School. 60 businesses were represented.
- c) The project was supported by the Economic Development Team in collaboration with Community Partnerships Team and further details about the attendance and success will be presented at the next Committee meeting.

16. **Marlborough Food Producers Collective**

- a) ED Team has been working on building a collective of like-minded and similar sized Marlborough Food Producers who are interested in expanding their business outside of the region into other regions.
- b) The ED-team supported a group of 8 Producers from Marlborough to participate at the Christchurch FoodShow from 5 – 7 April, it was the first time such a cohort represented the region at the event and was a success for all businesses involved.



17. CIT- Groups

- a) 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 are:
 - Aquaculture
 - Forestry and Wood Sector
 - Labour & Skills
 - Aviation & Aerospace
 - Circular wine
 - The ED team is currently also working with industry to assess a collaboration in the robotics and AI vision space.

18. Aquaculture

- a) Brendon Burns stepped down on 1st April as the Chair of the Aquaculture CIT-group after chairing the group for 6 years.
- b) The meeting for June was cancelled due to time pressure for the industry and environment court related hearings and meetings.
- c) The group is interested to continue with the CIT-programme and continue with industry and Council engagement through the CIT-meeting and the half-yearly all-of-council meeting.
- d) Moananui in Nelson is working on a national approach for building a 'blue ocean' economy cluster programme. The ED Team and representatives of the Marlborough and top of the South blue economy-industry participated in the Blue Economy Innovation Day in Nelson on 11th April 2024.
- e) The next meeting for the Aquaculture CIT-group is on 14th August 2024.

19. Labour & Skills

- a) Liz Webb continues as Chair for the Labour & Skills CIT group.
- b) The previous meeting was held on 21st June reviewing potential projects for the region opportunities for collaboration.
- c) Jennifer Beatson, Regional Public Service Director from MSD travelled from Nelson to attend the meeting.
- d) Jennifer will also join the upcoming regional business service providers meeting on 1st August.
- e) The next meeting is scheduled for 17 April 2024

20. Aviation & Aerospace

- a) The CIT Aviation and Aerospace meeting took place on 23rd April 2024 at the Omaka Cafe
- b) Well-attended meeting with announcement of the Air New Zealand, Marlborough Airport electrification programme
- c) Prospective new projects were chosen to progress.
 - The Marlborough Chamber of Commerce and NMIT are proposing to undertake an analysis of the current and future workforce and skills requirements in the Aviation and Aerospace Sectors in Marlborough.
 - Build a showreel/website to highlight Marlborough's aerospace capabilities and demonstrate its current business and growth potential including the new land beside Omaka, Done in conjunction with Bayleys and Robinson Construction

- Develop, build and encourage Marlborough based training for electrified Flight working with NZDF, NMIT, AIRNZ, the aeroclub and electric Air.
- Develop a program to supporting Airbus and ensuring its ongoing success.

d) The next meeting is due to be held at Woodbourne Airport

e) The group Chair is Matt Kerr

21. Forestry and Wood Sector

a) The Forestry & Wood CIT-meeting was held on 5th June '24.

b) The group has lodged an application for funding towards a project – the application project looks encouraging and positive however the co-funding still needs to be addressed.

c) Tim Hinton continues to Chair this group. Tim heads up the operations for PFOlsen in the region.

d) The next meeting is scheduled for 8th August '24.

22. Circular Wine

The CIT Circular meeting was held on 1st May 2024

a) MDC has approved CIT project funding alongside industry contribution for the following projects:

- *Establishment of a visual identity and website (consistent with Marlborough and Marlborough Wine branding) to help tell the story and build wider engagement.*
- *Establishment of a CW information and communication platform which includes newsletters, industry updates, social posts and access to a shared drive of material.*
- *Launch event targeting the recruitment of an additional 50 participants in the CW network.*
- *Formation of three working groups to drive the three key outcomes of the group.*
- *Scoping of a systems map and potential digital platform to map and measure baseline and progress.*

b) The Group Chair is Jim White, Cloudy Bay

c) Next Meeting is planned for 11th July 2024



Storytelling to attract investment & talent

23. Innovate Marlborough newsletter was sent out in June to 555 recipients and was opened 584 times with 6.2% clicks per unique open.

24. Innovate Marlborough LinkedIn page was launched and has gained 247 followers and gains a great number of reactions to various posts on Agritech, event invitations and awards – it proves to be a great tool for sharing the business stories and successes of Marlborough

25. **WinePro**

- a) WinePro was held from 25th June – 27th June at Stadium 2000, Blenheim
- b) The Final report is being drafted but initial numbers show the event was hugely successful.
 - i) 100 exhibitor companies with 3 to 4 people per company
 - ii) 2,000 people registered with 1700 through the door not including exhibitors.
 - iii) Conference attendance was 290 sessions (Including 56 complimentary for speakers and media)
 - iv) VIP Programme hosted 12 people including embassy staff from Netherlands and UK and introduced the Minister to Cloudy Bay, MRC, BRI and Experimental Future Vineyard
 - v) Subway at the Stadium indicated that the week when WinePro and a sports event was held was the biggest in twenty years it's been open.



WinePro | This report was generated using a trial account.

Date range: 9 Jun 2024 - 9 Jul 2024

Summary of mentions





Screen Marlborough

26. Screen Marlborough

- a) Screen Marlborough has finished the Showreel for Marlborough – to display on the website and attract (inter) national producers to the region.
- b) Screen Marlborough continues to participate in the monthly meetings with the Sawmill Creative Society
- c) The monthly film makers meetings are continuing to take place
- d) The five short films that won the Sawmill Studios/Screen Marlborough grant have finished shooting the films and are in post production phase – a special screening night will be held in the next few months.
- e) Monthly meetings with regional film offices continue to be held – the regional film offices have jointly applied through the NZFC for a Film Directors capability growing fund of \$ 600K to be shared between the regions
- f) Screen Marlborough continues to work in the Screen Attraction working group with Auckland, Christchurch and Wellington
- g) Screen Marlborough has provided service to 3 more production-enquiries in the region. One further enquiry was referred to Nelson/Tasman region for permitting.
- h) A separate Annual plan and report for Screen Marlborough will be presented at the next meeting

Next Steps

27. To continue with the delivery of the projects & actions as presented & approved Innovate Marlborough Annual Plan
28. To continue meeting the desired outcomes and KPI's for economic wellbeing for the region

Authors	Dorien Vermaas, Economic Development Portfolio Manager
Authoriser	Neil Henry, Manager, Economic Development and Strategic Planning

7. MDC Youth Council Plan 2024

(The Mayor) (Report prepared by Jodie Griffiths)

C150-002-018-01

Purpose of Report

1. Advise Council of the goals and objectives of the 2024 Youth Council.

Executive Summary

2. Receive and accept the 2024 Youth Council plan as presented.

RECOMMENDATION

That Council approve and adopt the Youth Council Plan for 2024

Background/Context

3. The Youth Council was established as a mechanism to communicate and gain participation by young people in civic and community activities.
4. The Youth Council develops their plan each year with actions identified for implementation to achieve positive outcomes for young people in the community.
5. There are twenty one students selected as youth councillors representing Marlborough Girls and Boys Colleges, Queen Charlotte College, and Richmond View School.
6. Approximately ten meetings are held each year, with additional time attributed to subgroups and youth projects and activities. Mayor Taylor and Councillors Burgess and Rosene attend the full meetings.
7. The plan is supported by an annual budget of \$60,000 for delivery of youth services.

The Plan

8. The members of this year's Youth Council identify the areas they believe are important to the youth of Marlborough. These include some ongoing work as well as new projects.
9. Full details are contained in the attached plan. Some of the highlights include:
 - Ongoing engagement through social media platforms and surveys to colleges.
 - Adding to the number of youth events designed and hosted by Youth Council
 - Getting involved with Council and community initiatives such as Welcoming Communities, Paint the Town Pink, and Pride Festival.
 - Raising the profile of Youth Council and the support available via school notices and communication.
10. Engagement in wider Council matters. The Mayor and Councillors are reporting to Youth Council on the key areas effected Council, at each meeting. Youth Council will therefore be better placed to be consulted on any relevant issues.

Attachment

Attachment 1 - MDC Youth Council Plan 2024

page [42]

Author	Jodie Griffiths, Community Partnerships Advisor
Authoriser	Dean Heiford, Manager Economic, Community & Support Services

Marlborough Youth Council Action Plan 2024

Youth Voice - youth views are valued and listened to.
<ul style="list-style-type: none">• Youth Council representatives promote who they are, allowing young people to raise their issues via Youth Council, as well as proactively gain wider input on issues raised through their school and other networks.• Through school notices and social media make youth more aware of Youth Council’s purpose and what is available via Youth Council support
<ul style="list-style-type: none">• Provide comment and input toward Council’s Long Term Plan submission’s received, on youth related topics.
<ul style="list-style-type: none">• Use Google Form surveys to capture youth voice from college students on specific topics, projects; gaining youth input beyond the views of Marlborough Youth Council
Leadership - opportunities for personal growth and community participation
<ul style="list-style-type: none">• Youth Leadership opportunities are promoted to young people – eg UN Youth
<ul style="list-style-type: none">• Participation in opportunities given to Youth Council members such as training, leadership conferences and Council celebrations
Events & Activities – regular youth events are supported
<ul style="list-style-type: none">• Funding made available for a range of youth focus events.• Continue support for CACTUS programmes and PCT activities.
<ul style="list-style-type: none">• Partner with the Millennium Art Gallery + Folio youth exhibition• Marlborough Mural – get ideas from youth “What does Marlborough mean to you” to create a design and undertake a mural• Partnership with the ASB Theatre & Youth Council to subsidise youth productions/performances.
<ul style="list-style-type: none">• Participate in and support collaborative approaches between organisations to create events for Marlborough youth:<ul style="list-style-type: none">○ Youth Week event○ Support Pink Shirt Day within the schools and Paint the Town Pink○ Matariki event partnering with the Te Kahu o Waipuna

- Pride Community Day
- Welcoming Week – Youth Sports Day
- Outdoor Movie Night

Youth Achievement – showcase young people and their achievements

- Financial support given to youth chosen to represent at a national or international level, under the policy for supporting youth in need.
- Youth Council to promote positive stories about local youth utilising Youth Council social media tools, profiling the positive contribution young people make in our community.
 - Make a nomination to the Marlborough Volunteer Awards
 - Share profiles of Marlborough young people succeeding, several times per month

Education & Training – opportunities for career development

- Involvement with the Future of Work Conference

Environment – think and act sustainably

- Encourage youth participation in environmental issues and consideration given when approving Youth Funding and planning events.
- Youth Council to follow Council actions and practises aimed to reduce impact and enhance the environment.

Youth Health, safety & wellbeing – promotion of youth services & safety/wellbeing support

- Promote health services to youth via social media
- Investigate additional support in schools for mental health and wellbeing (such as speakers, real life stories & tools/apps/podcasts)
 - Explore helpful speaker sessions to be held at school

8. Small Townships Programme Sub-Committee

(Clr Faults)

D050-001-S03

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

RECOMMENDATION

That the Minutes of the Small Townships Programme Sub-Committee meeting held on 25 June 2024 be ratified.

**Minutes of a meeting of the SMALL TOWNSHIPS PROGRAMME SUB-COMMITTEE,
held in the Committee Room, Seymour Street, Blenheim on 25 JUNE 2024,
which commenced at 1.30 pm**

Present

Cirs B A Fauls (Chairperson), S R W Adams, S J Arbuckle and B J Minehan.

In Attendance

Jane Tito (Parks & Open Spaces Manager), Heather Graham (Small Townships Programme Project Manager), Steve Murrin (Marlborough Roads Manager) and Leanne Thomason (Marlborough District Council Secretary).

Apologies

Cirs Fauls/Minehan

That the apology from Jamie Lyall (Property and Community Facilities Manager) and Amanda Smith (Marlborough Roads) be noted.

Carried.

1. Small Townships Programme Sub-Committee Minutes

Cirs Fauls/Minehan

The Minutes of the Small Townships Programme Sub-Committee meeting held on 21 February 2024 be confirmed as a true and correct record.

Carried.

Matters arising and Action Items

Action

	Description	Comments
1.	Confirm Canvastown streetlight project costs and present to the Sub-Committee for their consideration.	Complete
2.	Provide CPF information and application forms to Councillors Minehan and Arbuckle.	Complete
3.	Liaise with community and NZTA regarding the Marama Road bank and report back.	Pending

2. Progress Report

Ms Graham provided members with the following update on the Small Townships Programme including progress on projects funded through the Community Projects Fund.

Small Townships - Updates

Canvastown

Carpark and Streetscape

The completion of this project fulfils most of the work identified by the township planning process in 2017.

Key outcomes of the car park and streetscape project include:

- Speed limit reduction from 100kph to 50kph in the main township.
- Rationalisation of line marking including flush medium.
- Informal pedestrian crossing demarcation.
- Street lighting, that targets pedestrian crossing and greenspace.
- Mobility and accessibility improvement through dedicated parking and improved footpath surfacing.
- Improved parking.
- Extension of streetscape area.
- Improved link to stormwater systems.

Final costs

The approach needed to be amended on the following items during the project. These variations were covered through the contract contingency sum plus a 4% increase on the physical works budget. Professional fees incurred throughout the project are in addition to the project's physical works and equate to 5% of the total budget.

- Street light cabling.
- Streetlight and installation.
- Emergency access ramp.
- Block work.
- Block cap.
- Barrier fencing.

Item	Amount
Professional Fee's	\$18,000
Physical works	\$378,000
Total	\$396,000



Figure 1 Canvastown Streetscape and Carpark - Before



Figure 2 Canvastown Streetscape and Carpark - After

Gateway Signage

Discussions to find agreement on the community tagline for the gateway signs continue with Ngati Kuia and the Canvastown Residents Association.

In keeping with an approach opted for in other communities, a unique tagline is proposed for each of the two gateway signs. Below is the current approach being discussed.



Figure 3 Canvastown Gateway sign – Marae



Figure 4 Canvastown Gateway sign – Awa

Further Update:

Carparks

- Professional fees were kept to a minimum on the Canvastown Streetscape and carpark with a good result.
- Acknowledgment was given to Marlborough Roads for the speed management plans and the design and consultation processes.

Gateway signs

- Consultation on the Canvastown Gateway sign has taken longer than originally planned but this has allowed time to build rapport and understanding between all parties. Two tag lines have now been developed. These are Heart of the Whakamarino and Where Nature Meets Community.
- Please note that Whakamarino is the correct spelling.

Grovetown

Vickerman Street Project

Further assessment of the Vickerman Street area from Humfrey Street to the southern school boundary has highlighted the need for a strong pedestrian safety approach to any work undertaken in the area.

- a) Background
 - i) Vickerman Street has a wide road carriageway with little delineation between pedestrian and vehicle use. The net effect of this is higher vehicle speeds.
 - ii) Traffic Calming on Vickerman Street was identified as a proposed action through the Growing Marlborough Strategy.
 - iii) This was further supported through the Small Townships Programme community consultation process, during which the community shared concerns regarding pedestrian safety particularly at the Vickerman/Fell Street intersection.
 - iv) Councillors were informed, in April, of the opportunity to prioritise this project to make the most of Marlborough Road's remaining capacity in the Central Govt Funding Low-Cost Low-Risk Safety budget.
 - v) Since then, Small Townships has prioritised the planning and consultation of this project with internal and external stakeholders.

b) Approach

- i) The finalised design, as seen below, includes 3 key approaches, kerb and channel footpaths, and kerb buildouts.
- ii) First and foremost, kerbs and channels collect water. However, they are also useful elements in traffic management as they guide traffic by separating the roadway from the footpath or verge. This ensures that pedestrians and vehicles do not mix, which reduces the risk of accidents.
- iii) Kerbs and channels also identify where drivers should park within the road corridor. This further narrows the road, clearly indicates when the area is busy and encourages appropriate speeds.
- iv) Kerb buildouts narrow the road at key locations, assisting pedestrians to cross the carriageway safely.

c) Scheduling

- i) A site survey was undertaken in April, and consultation with Marlborough Roads was completed in May.
- ii) The contract of works has been awarded based on recent competitive pricing. During this time, the contractor's pricing for footpaths and kerb and channels was the lowest of the tendered prices.
- iii) The project has been costed at \$330,000, and a start date of 17 June is scheduled to meet Marlborough Roads deadlines.

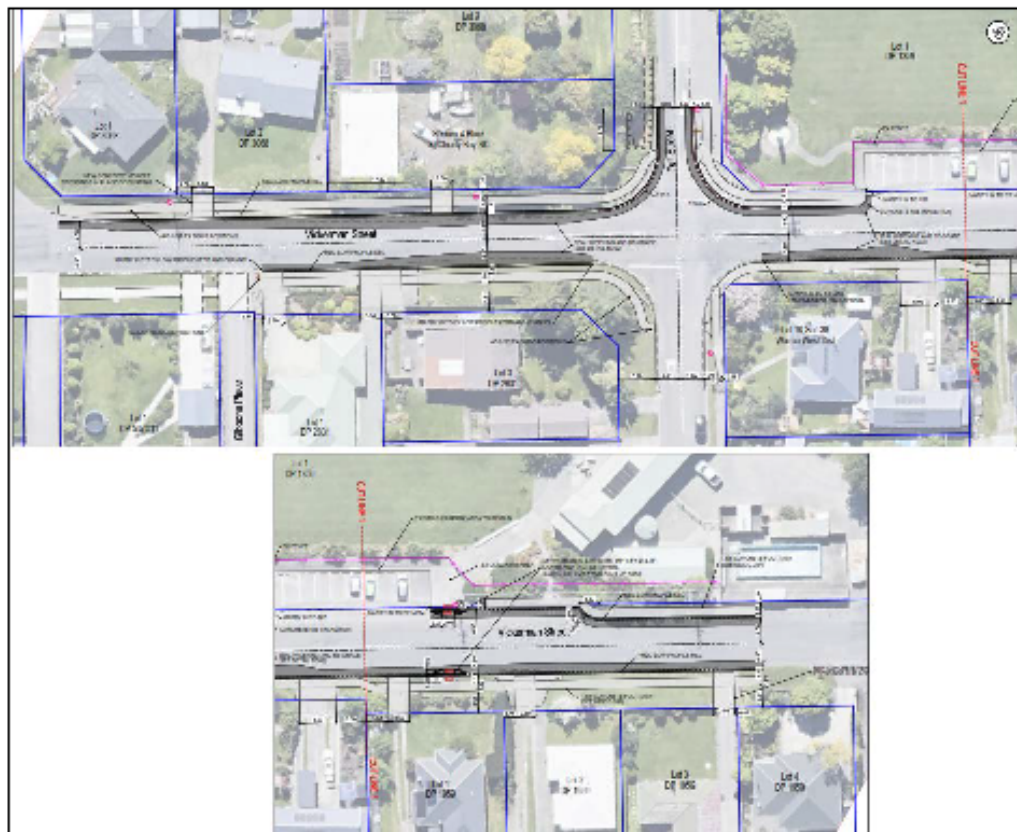


Figure 5 Grovetown Pedestrian Safety Improvements - Finalised Design

Further Update:

- Feedback from residents during consultation has been positive.
- Work commenced 17 June.

Havelock

Bus Shelters

This project is now complete. It has been good to see the bus shelters being used at both sites, and positive feedback has been received from the community particularly the Havelock Community Association and Havelock Lions.

Due to delays in the approval of the corridor access, a number of scheduling issues needed to be managed. These issues along with; installation changes, TMP requirements, and installation of tactile and shelter spec changes caused cost escalation, increasing the draw on the Small Townships Carryover budget by \$7,148.

Ōkiwi Bay

Township Plan

The plan has been shared with the Okiwi Bay Residents Association (OBRA) and can be accessed via the MDC website.

Ruataniwha Stream Bridge

Following on from the approval of funds for the Ruataniwha stream bridge, Okiwi Bay Ltd and the Council have successfully completed the process of vesting the land with the Council. Many thanks to Parks and Open Spaces and the Consent team for their work on this.

Council has also granted OBRA a fee waiver to cover the bridge resource consent process costs.

Future Projects

In collaboration with Parks and Open Spaces, Small Townships is currently investigating two other priority projects which are the teen area and the boardwalk. These are for consideration by the Sub-Committee and OBRA.

Further Update:

- Ms Graham confirmed that OBRA has lodged the resource consent.
- Boardwalk — Parks and Open Spaces has completed some work to remove blackberries. The completion of further work will depend on the budget.

Port Underwood

Horahora Kāhahu Lookout

Te Rūnanga o Rangitāne o Wairau, Ngāti Rārua attended a meeting to discuss the project's approach and outcomes. Ngāti Toa Rangatira were not able to attend, but Iwi will seek their engagement with the project.

The discussion was constructive, and Iwi have planned a site visit to further discuss their collective approach to this project.

A point of interest was the discussion of a walking easement that links to the top of Rahotia. Further investigation shows that this easement enters and exits the Port Underwood Road summit.

The next steps are undertaking a site assessment with Marlborough Roads, and then liaising with the landowner to formalise private land use.

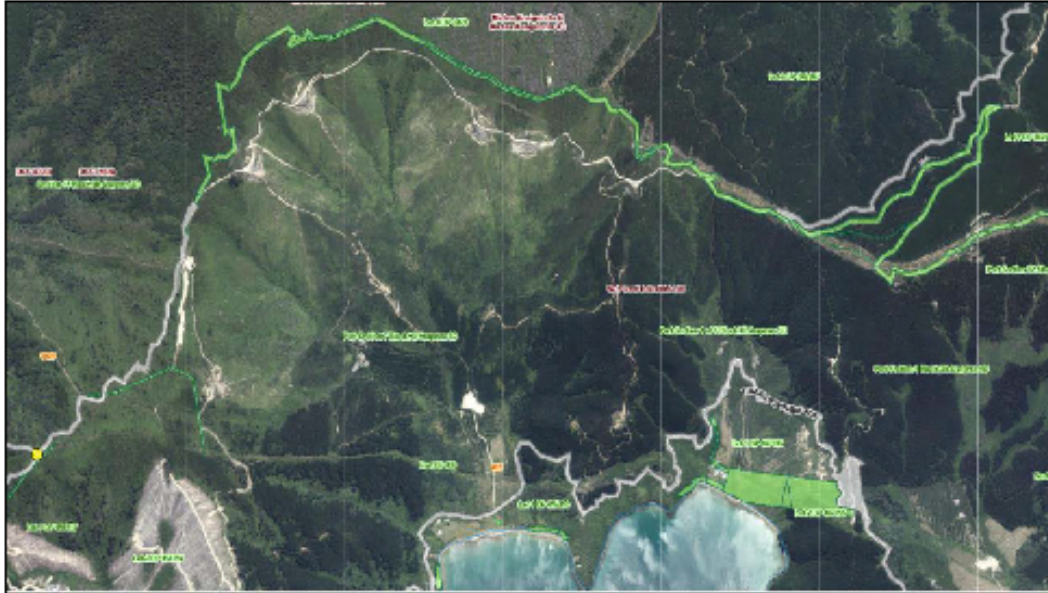


Figure 6 Port Underwood - location of summit (yellow) walking easement (green)

Further Update:

- Iwi, Marlborough Roads and the project engineer, have undertaken site visits.
- Acknowledgement was given to the importance of the design of this area. This is to ensure current road use continues.

Rārangi

Pipitea Drive

This project is now complete.

The Local Menz Shed further enhanced the project by designing a replacement sign using wood previously provided by the Council, from the old echo site.

The useability and aesthetics of the area are much improved.
The final cost of the project was \$6,700.

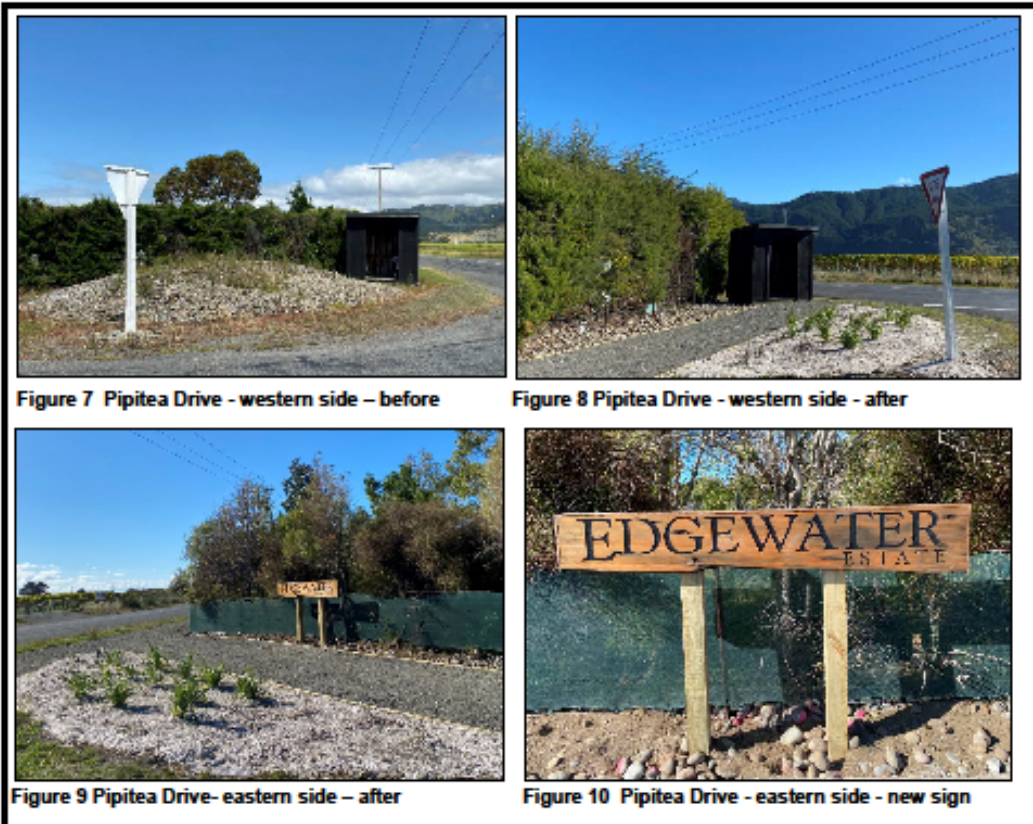


Figure 7 Pipitea Drive - western side – before

Figure 8 Pipitea Drive - western side - after

Figure 9 Pipitea Drive- eastern side – after

Figure 10 Pipitea Drive - eastern side - new sign

Community Hall Outdoor Area

In August 2023, Small Townships facilitated a planning meeting with the Rarangi Residents Association, the Department of Conservation, and Rarangi Fire and Emergency to begin planning for further development of the outdoor community space located at the Rarangi community hall/FENZ building.

The information gathered from this meeting, along with initial feedback from Iwi and Parks and Open Spaces, formed the basis of the draft landscape plan developed by Kūmānu.

The draft plan was presented to all stakeholders, and minor additions and alterations were requested.

The plan has now been amended and includes the following key elements:

- Improved pedestrian access from carpark to recreation area.
- Decking and ramp to support accessibility into the main building and connecting to the recreation area.
- Relocation of the community Little Library.
- Outdoor BBQ area at the rear of the main building.
- Revised fenced Junior Play Space.
- Additional planting.
- Pétanque court.
- Revised access to playground/pump track area.
- Seating.

The community has been waiting to undertake both the library relocation and the outdoor BBQ area. Now that there is agreement on the location of these, Small Townships is supporting the progress of these projects while undertaking costings for the wider project.



Figure 12 Renwick Heritage Hub - Concept design

Gateway Sign

A car accident, in February, caused irreparable damage to the western entrance gateway sign in Renwick. This has now been reinstated.

Further Update:

- In response to a query on signage design, Ms Graham confirmed it will be constructed of Corten Steel. This material is in keeping with current streetscape furniture and is robust and low maintenance.

Seddon

Tui to Town Garden

Council is waiting for the area's valuation to be completed. This will further inform discussions about the viability of entering into a lease agreement for this area.

Footpath and parking Newcome Street and associated area

Initial discussions with Marlborough Roads and the Assets and Services team have been undertaken.

Further Update:

- Tui to Town — this was considered to be of great recreational value. Potential maintenance obligations have been costed and are minor.
- Projects in Newcome Street, and its associated area, will require engagement with Marlborough Roads and the Assets and Services team. Ms Graham will report progress at the next meeting.

Spring Creek

Pedestrian Safety improvements

In April, the Subcommittee was informed of the opportunity to finance this project using the remaining capacity of the Marlborough Roads Central Govt Low-Cost Low-Risk Safety Budget.

This made the proposed increase of footpath area, from the corner of Goulard/Ferry Road to the corner of Frederick Street/Ferry Road, affordable. This also gave scope for the addition of a pedestrian refuge at the existing Spring Creek School kea crossing.

This project is nearing completion, and those footpath sections that are already open are being used well by the community.

While speed outside the school gate has been an ongoing concern for Spring Creek School, feedback suggests a notable reduction since work was completed.

Small Townships has also suggested a further safety measure the school could take. This is in terms of the installation of a double gate system. Many schools have taken this approach to reduce the risk of children accessing the road from school unattended.

Ward

Hall/Heritage Centre – greenspace development

An initial planning meeting is scheduled to discuss this project's scope with community representatives. This is with a view to completing this work to coincide with the opening of the Flaxbourne Heritage Centre.

Flaxbourne Heritage Centre – signage

Small townships are currently supporting the Flaxbourne Heritage Centre committee in engagement with NZTA regarding signage installation.

Community Projects Fund - Current Projects

Anakiwa/Tirimoana

Baxters Beach

This has been a great collaborative project, with multiple departments offering financial support, advice, and guidance. The net result of which, is the expenditure required from Small Townships, was kept to a minimal \$2,180.

Item	Department
Plants	Environmental Science
Plant guards and stakes	Small Townships
Path	Small Townships
Table/bench seats	Parks and Open Spaces
Dump Fee's	Community Development
Labour	Community



Figure 13 Baxters Beach - Community planting day

Tirimoana Stream Enhancement and Repair

This project included a request for remedial work to the stream bank, tree removal, and plantings. These requests have been further researched, and the outcomes are provided below.

a) Remedial work to stream bank:

An assessment of the stability of the stream bank has been undertaken by our Senior Rivers Technical Engineer. The outcome is that the stream bank is considered stable and does not need remedial work. Advice is that the site continues to be monitored, and that the approach be reassessed if changes to the stream bank are identified.

b) Tree removal:

The decision to remove trees is managed through the MDC Tree Policy, the Reserve Management Plan, and the Resource Management Plan. Council also needs to consider, and apply a range of statutes, plans, policies and other strategies or programmes when managing trees. Being a non-native species does not, in itself, meet the criteria set out in these guiding documents. Therefore, the advice is not to remove any trees at this time.

c) Fallen trees:

The area would benefit from the removal of a few fallen trees.

d) Planting

The area would also benefit from additional planting.

The remaining funds, initially allocated to the Tirimoana path project, will be used to plant and remove fallen trees.

Summary

Three projects have been completed in the Anakiwa/Tirimoana area using the Community Project Fund allocation of \$24,000.

Ward

Shearing Pens – Ward Domain

The Shearing Pen Project was completed in time for the Flaxbourne A&P show.

Feedback from the Flaxbourne Settlers Association (FSA) has been positive, and the result is a well-built, practical, safer shearing area.

The FSA reports that shearing competition organisers have inquired about the new facility, and it is hoped that the community will be able to host events in the future.

The FSA estimates that the project required 317 labour hours over 8 days. This suggests that the value of donated labour, and meals that were provided to those working by the community and local businesses, have saved the community \$13,000.

Businesses supplied materials at cost plus 10%. However, the project's final cost was \$12,620. The FSA is requesting that Small Townships extend their funding contribution to cover the cost overrun of \$2,620. This will need to be considered by the Sub Committee.



**Figure 14 Ward Domain,
New Sheep Pens**

**Figure 15 Ward Domain
New Sheep Pens**

Further Update:

- Members considered the FSA's request for further funds to cover the project overspend. It was noted that the FSA has not yet organised funding from other sources, including the A&P Committee. It was also noted that the sub-committee had provided a contingency as part of the grant received by FSA.
- The Small Townships Programme Sub-Committee recommends that the FSA seek the overspent amount of \$2,600 from alternative sources.

Torea Sounds

Following the installation of a new flagpole, at the Torea Sound Soldiers Memorial (which was erected by Parks and Open Spaces) a short notice request for the supply of a New Zealand flag (for use at this year's ANZAC memorial service) was received from the Kenepuru community. This was supplied at a cost of \$99. The community had a great turnout for the service. Many thanks to Parks and Open Spaces for the new flagpole, it looks great!



Figure 16 Torea Bay
New Flag and Flagpole

Figure 17 Torea Bay
ANZAC Service

Other Projects

Chorus Cabinet Art

Artists have now completed seven of the eight allocated cabinets. Unfortunately, the artist that was going to complete the remaining cabinet, located on Old Renwick Road, has withdrawn. The weather at this time of year is not conducive to undertaking outdoor artwork. Therefore, it has been decided not to proceed with this cabinet.

Chorus has advised that, following a business reorganisation, the delivery of the Cabinet Art initiative is being reviewed. It is not clear what this will mean for the programme going forward. We can expect an update by the end of June.

Further Update:

- Chorus has confirmed the programme will continue in the regions that have Council Support and management. The sub-committee confirmed Council's interest in continuing to resource this programme through Small Townships.

3. New Projects – Community Projects Fund

Ms Graham noted that the purpose of the report was to present community fund applications to the sub-committee for consideration and approval.

The Small Townships Programme – Community Project Fund has an annual budget of \$75,000 and applications can be received and presented to the Committee throughout the year.

A total of \$53,793 of the 23/24 annual budget has been allocated to date, leaving a remaining budget of \$21,207.

Project	Amount
Anakiwa/Tirimoana Tirimoana Path, Baxters Beach and Tirimoana Stream	\$24,000
Ward Shearing pens	\$10,000
Duncan Bay Jetty Repairs	\$17,700
Wairau Valley Picnic tables	\$2,093
Total	\$53,793

There is a total of 4 applications for the sub-committee to consider this quarter.

The applications were attached to the agenda for members' information.

Members were advised that as the requests are greater than the remaining budget, there is capacity to allocate funds from the Small Townships Programme carryover reserves or individual townships' current budget allocations.

The below table summarises the requests and the suggested allocation for the subcommittee's consideration:

Project	Total Cost	Requested Amount	Allocation Amount	Fund
The Whale Trail Awatere Bridge Beautification	73,000	33,000	25,000	Carryover Reserve
Grovetown Lagoon Kura Outdoor Meeting Structure	98,000	80,000	25,000	Carryover Reserve
Okiwi Bay Recreation Trust Cycle/Walkway Signage	4,800	4,800	4,800	CPF
Duncan Bay Jetty Repairs	15,710	15,710	8,000	CPF
Total Allocation	191,510	133,510	62,800	

Further Update:

- Advertising of the fund was discussed, and the closing date for the next round of applications is 18 September 2024. The members requested that the fund continues to be well advertised to potential recipients.

Community Project Fund Applications

1. Applicant – The Whale Trail

Project - Awatere Bridge Beatification

Ms Graham summarised the application, noting that the area is showing strong user numbers and has community support from the Seddon Lions, who are working with The Whale Trail on the project.

It was noted that the project aligns well with the STP criteria.

The project's total cost is quoted as \$73,000, with a \$33,000 contribution requested from the Small Townships Programme. The Council would not incur any ongoing maintenance obligations.

The members discussed funding mechanisms and agreed that, given that a number of township plan priority projects in the Seddon area have not yet been fully costed, funds should be allocated for this project from the Small Townships Carryover Reserves.

Cllrs Faulls/Arbuckle

That the Small Townships Programme Sub-Committee provide financial support to The Whale Trail of \$25,000 for the Awatere Bridge beautification project from Small Townships Programme Carryover Reserves.

Carried.

2. Applicant - Te Whanau Hou Grovetown Lagoon

Project – Kura outdoor meeting structure

The Kura project includes the installation of a shade and seating structure to offer a space for outdoor meetings and gatherings.

The project is well aligned with the Small Townships Programme assessment criteria with a score of 26/30.

The group has a successful history of completing projects that protect the ecological value and enhance the area's recreational use.

It would be expected that the appropriate permissions will be obtained when undertaking the work.

Given that the priority projects for the Grovetown area are still in the early stages of delivery, it is suggested that funds are allocated from the Small Townships Programme carryover reserves.

Members discussed the request and noted the popularity of the area with the successful completion of past projects.

Cirs Faulls/Adams

That the Small Townships Programme Sub-Committee provide financial support to Te Whānau Hou Grovetown Lagoon of \$25,000 for the construction of "Kura" outdoor meeting structure from Small Townships Programme Carryover Reserves.

Carried.

ATTENDANCE: Clr Minehan declared a conflict of interest and did not take part in discussion nor vote on the above application.

3. Applicant - Okiwi Bay Recreation Trust

Project - Cycle/Walkway Signage

The Trust's application includes a concept plan showing the approach to the track entrance.

The main signage is expected to include the trail name, trust logo, contact details, and rules of access and use. Exit and rider dismount signs will also be installed.

Parks and Open Spaces have highlighted they wish to be involved in the sign-off of the signage prior to installation.

The signage project is part of a large track development project being led by the Trust. The request fits well with the Small Townships Programme criteria, with a score of 27/30.

Members discussed the application and noted that the request for funds was low considering the large amount of work to be undertaken by the Trust.

Councillor Adams suggests building a small contingency into the grant.

Cirs Faulls/Mineham

That the Small Townships Programme Sub-Committee provide financial support to Ōkiwi Bay Recreation Trust of \$5,500 for the development and installation of signage from Small Townships Programme Community Project Fund.

Carried.

4. Applicant – Tennyson Inlet Boat Club and Duncan Bay Residents Association

Project – Repairs to Duncan Bay Jetty Stairs

Regular maintenance inspections have highlighted that the steps at the Duncan Bay Jetty require replacement. It is suggested that the best approach is to pre-manufacture replacement steps to match the existing ones.

While the project meets the Small Townships Programme assessment criteria, it is suggested that the current request is assessed with the consideration of the past funding support provided.

The Small Townships Programme has approved funds for Tennyson Inlet Boat Club and Duncan Bay Residents Association on two previous occasions. The projects supported were the Duncan Bay Boat Turning Area, and repairs to the Duncan Bay Jetty. This is a combined total of \$49,000 provided.

It was noted that the Council's Jetties Policy states that it is the responsibility of the community to maintain jetty facilities.

Members discussed the application and have requested the following information:

- Jetty's precise location (in relation to the other wharf).
- Current financial information of the organisations
- Confirmation of the ownership of the jetty.
- Confirmation that the Jetties Policy 2010 is the current version.

Members agreed to make a final decision via email once the additional information has been received and considered.

4. Financial Report

Ms Graham presented the Small Townships Programme financial report for the period ended 31 May 2024.

Clr Faulks acknowledged the support received from Marlborough Roads for key projects.

Clrs Faulks/Minehan
That the report be received.

Carried

5. General Business

1. **D'Urville Island Signage** — Clr Faulks updated the Committee on the proposed signage project that is currently being discussed by the D'Urville Island Residents Association. They have been advised that they could apply to the Small Townships Community Fund for this project if they wished.
2. **Penzance Bay** — residents of the Bay have approached Clr Faulks inquiring whether it would be possible for their Bay to have a flag and flagpole (for ANZAC Day services) similar to the one recently installed at Portage.
3. **Linkwater** — Small Townships has been approached by a Linkwater resident and business owner to discuss the opportunity for Linkwater to be prioritised by Small Townships. Ms Graham will report back on future townships at the next meeting.
4. **Okiwi Bay** — The erosion issue at the western end of the bay was discussed, and it has been raised with both Marlborough Roads and Council's Rivers department.
5. **Elaine Bay Launching Ramp** — the ramp was damaged during a storm event. Ownership is unknown. Repairs have been estimated at approximately \$15,000 this does not include the Resource Consent costs. Clr Faulks to liaise with the community, and will refer them to Small Townships, as well as other Council departments for support.
6. **Walking/Cycling Strategy** — Marlborough Roads staff are currently working on this, and Small Townships has been asked for input and comments. Ms Graham will report on this at the next meeting.

Action

	Description	Person Responsible	Date Required
1.	Small Townships to provide as-built plans for Spring Creek and Grovetown pedestrian safety projects to Marlborough Roads	Heather Graham	As soon as practical
2.	New Townships	Heather Graham	Next meeting

There being no further business and the meeting closed at 3.21 pm.
Record No. 24172640

9. Financial Report for Council – Period Ended 31 May 2024

(The Chair) (Report prepared by Tessa Dever)

F275-001-01

Purpose of Report

- To present the Financial Report for Council for the period ending 31 May 2024.

Executive Summary

- The Financial Report for Council from 1 July 2023 to 31 May 2024 is presented below. Additional information is given on variances at an activity level later in this report.

In previous reports depreciation has 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, consistent with other unfunded depreciation in arriving at the below result.

Revenue and Operational Expenditure

(in millions)	1 July to 31 May 2024			Whole year		
	Actual	Budget		Forecast	Budget	
Surplus/(Deficit)	(\$0.5)	(\$1.2)	✓ (\$0.7)	\$2.6	(\$8.4)	✓ \$11.0
Income	\$147.3	\$150.9	✗ (\$3.6)	\$145.2	\$166.7	✗ (\$21.5)
Expenditure	\$147.8	\$152.1	✓ (\$4.3)	\$142.6	\$175.1	✓ (\$32.5)

Major variances between actual and budget:

- 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.
- Interest expenses are lower than anticipated due to the savings, deferrals and delays in past capital expenditure programmes resulting in less external borrowings.

Capital Expenditure

(in millions)	1 July to 29 Feb 2024			Whole year		
	Actual	Budget		Forecast	Funded	
Capex	\$53.8	\$112.5	✘ (\$58.7)	\$79.4	\$122.7	✘ (\$43.3)

Capital expenditure progress is impacted by many reasons including finalising community consultation, obtaining land access, obtaining resource consents, the availability of external professional expertise and receiving an acceptable contract price and contractor availability. To achieve this a capex program of \$122.6M has been planned including \$16.6M of carryovers from previous financial years. This ensures that multiple projects can continue to progress.

RECOMMENDATION

That Council receive the Financial Report for the period ending 31 May 2024.

Income and Expenditure Statement

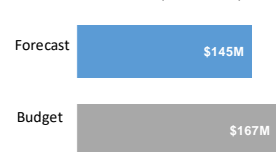


Income (\$'000's)	1 July 2023 to 31 May 2024				Notes	Whole Year			
	Actual	Budget	Variance			Forecast	Budget	Variance	
Rates	79,491	79,202	288	0%		87,433	87,177	256	0%
-less remissions	(590)	(495)	(94)	19%		(595)	(501)	(94)	19%
Rates	78,901	78,707	194	0%		86,838	86,676	162	0%
Rates penalty income	325	289	36	12%		351	315	36	11%
Total Rates	79,226	78,996	230	0%		87,189	86,991	198	0%
Other Income									
Dividends	2,969	3,915	(946)	-24%	3a.	2,970	3,916	(946)	-24%
Interest Revenue (external)	4,930	6,579	(1,649)	-25%	3b.	5,529	7,178	(1,649)	-23%
Petroleum Tax	365	380	(16)	-4%		399	415	(16)	-4%
Gain on Sale of Fixed Assets	0	-	0	-		0	-	0	-
Marlborough Regional Forestry	-	-	-	-		-	-	-	-
Property and Other Revenue	4,806	3,584	1,222	34%	3c.	5,242	4,021	1,222	30%
Total Other Income	13,070	14,459	(1,389)	-10%		14,140	15,529	(1,389)	-9%
Activity Income									
People									
Democratic Process	24	223	(200)	-89%		75	275	(200)	-73%
Culture and Heritage	193	145	48	33%		206	158	48	31%
Housing for Seniors	1,737	1,699	38	2%		1,892	1,854	38	2%
Community Support	726	714	12	2%		779	767	12	2%
Library Services	378	464	(86)	-18%		386	472	(86)	-18%
Emergency Management	1,107	309	798	258%	3d.	1,178	355	823	232%
Community Facilities	8,479	6,541	1,938	30%	3e.	8,947	6,828	2,120	31%
Roads and Footpaths	30,818	58,713	(27,894)	-48%	3f.	36,873	64,050	(27,177)	-42%
Flood Protection and Control Works	5,314	6,172	(859)	-14%	3g.	5,756	6,614	(859)	-13%
Sewerage	4,181	4,665	(484)	-10%	3h.	5,207	5,691	(484)	-9%
Stormwater Drainage	506	1,071	(566)	-53%	3i.	603	1,169	(566)	-48%
Water Supply	1,310	1,449	(139)	-10%		1,441	1,581	(139)	-9%
Solid Waste Management	13,707	12,697	1,010	8%	3j.	15,052	14,016	1,035	7%
Environmental									
Environmental Policy	238	587	(349)	-59%	3k.	368	718	(349)	-49%
Environmental Science and Monitoring	4,995	2,740	2,255	82%	3l.	6,777	3,650	3,126	86%
Environmental Protection	1,392	1,116	275	25%	3m.	1,402	1,127	275	24%
Resource Consents	1,676	1,806	(130)	-7%		1,835	1,971	(136)	-7%
Regulatory									
Building Control	3,474	3,525	(52)	-1%		3,794	3,846	(52)	-1%
Environmental Health	443	401	42	10%		476	438	38	9%
Biosecurity	2,246	684	1,561	228%	3n.	2,253	747	1,506	202%
Animal Control	765	670	95	14%		775	686	89	13%
Harbours	1,012	763	249	33%		1,009	760	249	33%
Regional Development	2,915	2,232	683	31%	3o.	3,125	2,442	683	28%
Total Activity Income	87,636	109,389	(21,754)	-20%		100,210	120,214	(20,004)	-17%
Total MDC Income	179,932	202,844	(22,913)	-11%		201,539	222,734	(21,195)	-10%
Total revenue which is non-cash or tied to a reserve or to fund capex	(32,644)	(51,930)	19,285	-37%		(56,264)	(55,994)	(270)	0%
Total MDC Operating Income	147,288	150,915	(3,627)	-2%		145,276	166,741	(21,465)	-13%

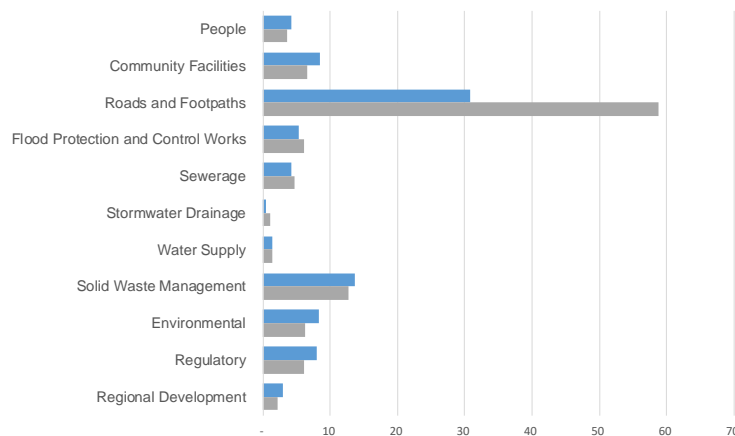
1 July 2023 to 31 May 2024
(in millions)



Whole Year (in millions)



Actual vs Budget by Activity Group (in millions)



3. Comments are provided below on variances greater than \$250,000:
- a. Dividends is behind budget due to reduced dividend projections from Port Marlborough.
 - b. External Interest Revenue is behind budget due to MDCH debt being lower than forecast due to continued delays and subsequent cancellation of the iReX project impacting draw downs and will for future periods be offset by increased income from elevated amounts on term deposit.
 - c. Property and Other Revenue is ahead of budget due to:
 - i. The Affordable Water Reform Council Transition Support Package Funding previously received has been transferred from revenue in advance. This is offset by expenditure in 4p below.
 - ii. The receipt of funds \$0.6M from NEMA for damage sustained during the 2016 Kaikoura Earthquake. These funds will be transferred to the emergency events reserve which has funded the repairs.

This is offset by lower than anticipated Better Off Funding with delays in projects in the IT and Rivers administration areas.
 - d. Emergency Management is ahead of budget due to the receipt of subsidies from Waka Kotahi for the Marlborough Sounds Future Access Study and other response and welfare costs.

This is offset by expenditure incurred in 4d below and lower than anticipated receipt of Better Off Funding.
 - e. Community Facilities is ahead of budget due to:
 - i. Higher than anticipated grants received for College Park surrender and Hockey Turf Relocation.
 - ii. Receipt of Insurance claim for 2022 flood damage repairs at the Okiwi Bay Hall.
 - iii. Receipt of Tourism Infrastructure Funding for public conveniences construction.
 - iv. Gain on sale of land at McArtney Street, previously part of Horton Park.
 - f. Roads and Footpaths income is below budget due to lower than anticipated Waka Kotahi subsidy received for emergency reinstatement works. The full emergency reinstatement program approved by Waka Kotahi as at 30 June 2023 was budgeted to be completed this year with some expected to continue into future years. The general subsidised roading program is expected to come in on budget. See 4f below for further information.
 - g. Flood Protection and Control Works is behind budget due to:
 - i. Lower than anticipated sales from Pukaka Quarry due to development work at Pukaka Quarry extension
 - ii. Delays in finalising insurance claims for flood damage

This is offset by:
 - iii. Grants received for the Wairau River Flood Protection Scheme under the Shovel Ready Funding scheme. The funding has been extended past the original deadline and capital expenditure is continuing to be incurred to utilise these funds.
 - iv. Timing of property rental income for the river leases which was received at the beginning of the financial year.
 - h. Sewerage is behind budget due to lower than anticipated development contributions from subdivisions due to reduced property development activity.
 - i. Stormwater Drainage is behind budget due to lower than anticipated development contributions from subdivisions. The development contributions budget has been reviewed as part of the 2024-34 Long Term Plan as trends from developers are to install retention ponds which reduce the flow capacity needed and therefore reduce the demand on Council infrastructure.
 - j. Solid Waste management is ahead of budget due to

- i. Higher than anticipated dump fees.
- ii. Higher than anticipated waste levy grant received.
- k. Environmental Policy is behind budget due to the timing of Better Off Funding for the rezoning variations to the proposed Marlborough Environment Plan (PMEP), giving effect to the National Policy Statement for Freshwater Management and giving effect to Te Mana o te Wai.
This is offset by lower than anticipated expenditure in 4l below.
- l. Environmental Science and Monitoring is ahead of budget due to central government funding received from Jobs for Nature including the Te Hoiere program. This is offset by additional expenditure shown in 4m below.
- m. Environmental Protection is ahead of budget due to higher than anticipated monitoring charges.
- n. Biosecurity is ahead of budget due to the additional unbudgeted grant received for the National Wilding Conifer Control Programme. This is offset by additional expenditure in 4m below.
- o. Regional development is ahead of budget due to Kanoa writing off the \$0.6M loan for the Flaxbourne Irrigation Scheme. In accordance with accounting standards Council has recognised this as revenue in the current year noting this is tied to the Flaxbourne Irrigation account.

Expenditure	1 July 2023 to 31 May 2024				Notes	Whole Year			
	Actual	Budget	Variance			Forecast	Budget	Variance	
Activity Expenditure									
People									
Democratic Process	3,615	4,194	(579)	-14%	4a.	4,121	4,575	(454)	-10%
Culture and Heritage	1,778	1,738	39	2%		1,870	1,831	39	2%
Housing for Seniors	2,027	1,811	216	12%		2,138	1,922	216	11%
Community Support	2,454	3,078	(624)	-20%	4b.	2,765	3,431	(665)	-19%
Library Services	4,900	4,421	480	11%	4c.	5,147	4,667	480	10%
Emergency Management	1,930	905	1,025	113%	4d.	2,031	988	1,043	106%
Community Facilities	16,694	15,748	946	6%	4e.	18,243	17,283	960	6%
Roads and Footpaths	45,737	58,078	(12,341)	-21%	4f.	30,677	62,591	(31,914)	-51%
Flood Protection and Control Works	6,909	10,468	(3,560)	-34%	4g.	7,817	11,377	(3,560)	-31%
Sewerage	20,279	11,974	8,305	69%	4h.	21,869	13,545	8,324	61%
Stormwater Drainage	3,968	2,729	1,239	45%	4i.	4,379	3,141	1,239	39%
Water Supply	12,971	10,951	2,019	18%	4j.	14,272	12,253	2,019	16%
Solid Waste Management	17,109	16,548	561	3%	4k.	18,655	18,017	638	4%
Environmental									
Environmental Policy	1,889	2,852	(963)	-34%	4l.	2,149	3,111	(963)	-31%
Environmental Science and Monitoring	9,676	8,569	1,108	13%	4m.	12,118	10,323	1,795	17%
Environmental Protection	1,877	2,369	(492)	-21%	4n.	2,089	2,582	(493)	-19%
Resource Consents	2,670	3,615	(944)	-26%	4o.	3,007	3,951	(945)	-24%
Regulatory									
Building Control	4,437	4,818	(381)	-8%	4p.	4,905	5,258	(352)	-7%
Environmental Health	743	813	(70)	-9%		809	880	(70)	-8%
Biosecurity	3,505	2,478	1,027	41%	4q.	3,980	2,697	1,283	48%
Animal Control	778	821	(43)	-5%		853	896	(43)	-5%
Harbours	2,364	2,039	325	16%	4r.	2,533	2,208	325	15%
Regional Development	6,505	6,636	(131)	-2%		6,995	7,122	(127)	-2%
Total Activity Expenditure	174,816	177,653	(2,837)	-2%		173,424	194,648	(21,224)	-11%
Less Internal Interest	(5,898)	(6,798)	900	-13%	4s.	(6,516)	(7,416)	900	-12%
	168,918	170,855	(1,937)	-1%		166,907	187,232	(20,324)	-11%
Other expenditure									
Interest expense (external)	7,685	10,733	(3,049)	-28%	4s.	8,660	11,709	(3,049)	-26%
Property and other expenditure	5,674	4,233	1,441	34%	4t.	5,514	4,160	1,354	33%
Total other expenditure	13,358	14,966	(1,608)	-11%		14,175	15,869	(1,694)	-11%
Total MDC expenditure	182,276	185,820	(3,544)	-2%		181,082	203,101	(22,019)	-11%
Total expenditure which is non-cash or reserve funded	(34,489)	(33,702)	(787)	2%		(38,447)	(27,963)	(10,484)	37%
Total MDC operating expenditure	147,787	152,118	(4,331)	-3%		142,635	175,138	(32,503)	-19%
Operating SURPLUS	(499)	(1,203)	704	-59%		2,641	(8,397)	11,038	-131%

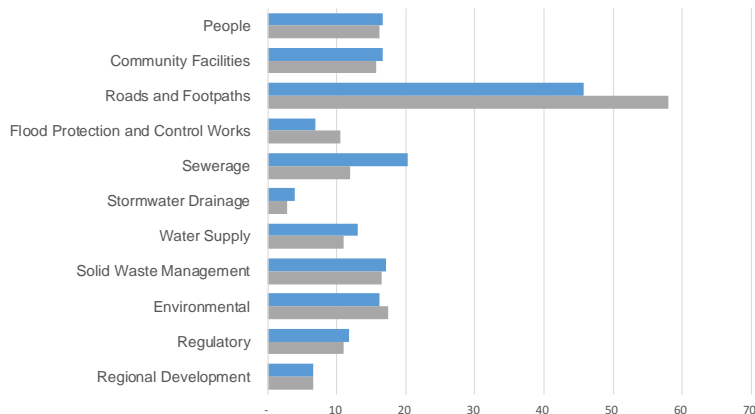
1 July 2023 to 31 May 2024
(in millions)



Whole Year (in millions)



Actual vs Budget by Activity Group (in millions)



4. Comments are provided below on variances greater than \$250,000:
- a. Democratic Process is behind budget due to:
 - i. Delays in Better Off Funding projects and salaries with the vacancy in the Kaihautū position. The Kaihautū position is now filled and a cadet has now started as of the end of April as part of one of these projects.
 - ii. The timing of the invoice for audit fees relating to the Long-Term Plan. It is expected that these will come in at or over budget.
 - b. Community Support is behind budget due to:
 - i. Lower than anticipated Energy Efficiency funding applications received. The forecast has been adjusted for the closing of the scheme to new applications.
 - ii. Slower than anticipated drawdown on community event subsidies.
 - c. Library Services is ahead of budget due to costs associated with the new Marlborough Library including insurance, depreciation, interest and cleaning.
 - d. Emergency Management is ahead of budget due to costs associated with the Marlborough Sounds Future Access Study and other response and welfare costs.
This is largely offset by income received in 3d.
 - e. Community Facilities
 - i. Depreciation costs for the Blenheim swimming pool.
 - ii. Repair costs at Okiwi Bay hall which are offset by revenue in 3e above.
This is offset by delays in the grant payable to Flaxbourne Hall
 - f. Roads and Footpaths is below budget due to roading reinstatement expenditure relating to the impacts of the August 2022 flood event being slower than anticipated. In the 2023/24 year \$21.6M has been spent on the July 2021 and August 2022 events.
Forecast is expected to be less than budget at year end with accounting entries to be completed to transfer the majority of the repair work completed to date from operational expense to capital expenditure. This is in alignment with the allocation and timing of expenditure in the Long Term Plan. This will reverse part of the impairment booked in the prior year.
 - g. Flood Protection and Control Works is below budget due to lower than anticipated flood damage repair costs with works still to be completed on a number of key projects.
This is offset by increased depreciation costs as a result of valuation movements.
 - h. Sewerage forecast is ahead of budget due to:
 - i. The expected costs associated with stage one of sludge removal from the Picton oxidation ponds.
 - ii. Higher than anticipated depreciation costs following the valuation.
 - i. Stormwater is ahead of budget due to higher than anticipated depreciation costs following the valuation.
 - j. Water supply is ahead of budget due to higher than anticipated depreciation costs following the valuation.
 - k. Solid Waste Management is ahead of budget due to higher than anticipated contract costs on urban refuse collection and Waste Sorting Centre.
This is offset by lower than anticipated project costs at the Resource Recovery Centre and higher than anticipated dump fees in 3j. above
 - l. Environmental Policy is below budget due to:
 - i. Lower than anticipated legal and other costs for appeals to the proposed Marlborough Environment Plan (PMEP) variation one. It is anticipated that the budget will be carried over as a result of Court delays.

- ii. Lower than anticipated costs for Better Off Funding projects. These include rezoning variations to the PMEP, giving effect to the National Policy Statement for Freshwater Management and giving effect to Te Mana o te Wai.

This is offset by lower than anticipated revenue in 3k above.

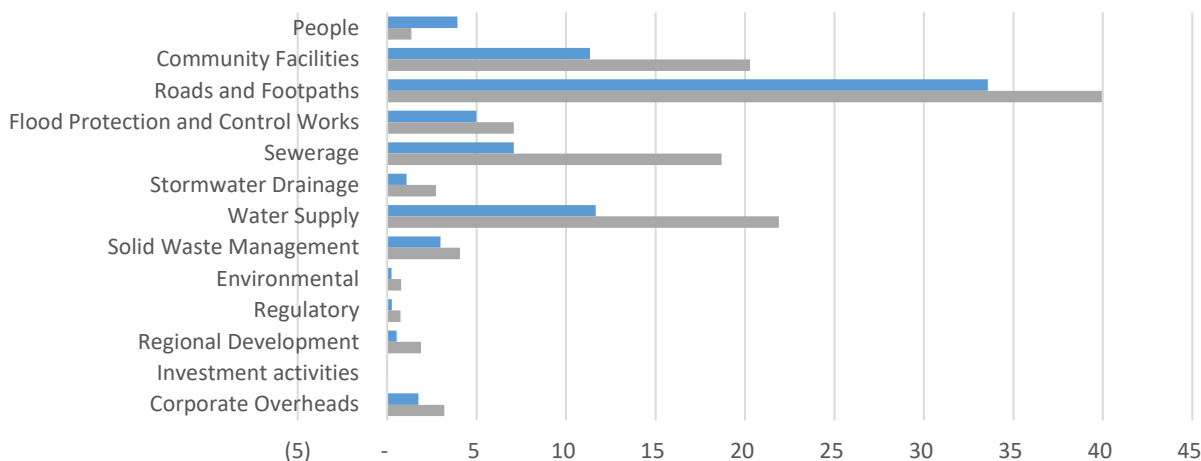
- m. Environmental Science and Monitoring is ahead of budget year to date and is forecast to be further ahead of budget at year end with significant progress on Jobs For Nature projects including the Te Hoiere Program. This is offset by additional revenue shown in 3l above.
- n. Environmental Protection is below budget due to lower than anticipated salaries and legal charges.
- o. Resource Consents is below budget due to the lower than anticipated legal costs and staff vacancies.
- p. Building Control is below budget due to lower than anticipated staff costs.
- q. Biosecurity is ahead of budget due to higher than anticipated costs for the Wilding Conifer Programme funded by the Ministry for Primary Industries.

This is offset by income received in 3n.

- r. Harbours is ahead of budget due to the unbudgeted costs associated with the disposal of the 'Vendetta' in Picton.
- s. External and Internal Interest expenses are lower than anticipated due to the savings, deferrals and delays in past capital expenditure programmes resulting in less external borrowings.
- t. Property and Other Expenditure are higher than budget due to:
 - i. External valuations of three waters performed by WSP. These have been funded by the Affordable Water Reform Council Transition Support Package Funding. See 3d above.
 - ii. An unbudgeted call from Risk Pool relating to a leaky waterfront apartment development in Napier as part of a group insurance scheme claim. Council has made a provision in prior years to cover part of this call.
 - iii. Costs for the air conditioning upgrade of the upstairs of the 05 building which were budgeted as capital but are considered operational expenditure.
 - iv. Demolition and loss on disposal of the old Art Gallery building and Clubs of Marlborough buildings. The demolition is funded by the Forestry and Land reserve.

Net capital expenditure	1 July 2023 to 31 May 2024				Notes	Whole Year			
	Actual	Budget	Variance			Forecast	Budget	Variance	
People									
Culture and Heritage	9	103	(94)	-92%		18	113	(94)	-84%
Housing for Seniors	2,594	3,133	(539)	-17%		2,879	3,418	(539)	-16%
Community Support	-	23	(23)	-100%		-	23	(23)	-100%
Library Services	894	(2,310)	3,204	-139%	5a.	994	(2,210)	3,204	-145%
Emergency Management	45	8	37	445%		46	9	37	415%
Community Facilities	10,793	18,678	(7,885)	-42%	5b.	11,335	20,290	(8,955)	-44%
Roads and Footpaths	11,477	36,656	(25,180)	-69%	5c.	33,581	39,948	(6,366)	-16%
Flood Protection and Control Works	4,468	6,489	(2,021)	-31%	5d.	4,991	7,079	(2,088)	-29%
Sewerage	6,813	17,128	(10,315)	-60%	5e.	7,079	18,685	(11,606)	-62%
Stormwater Drainage	836	2,663	(1,827)	-69%	5f.	1,076	2,723	(1,647)	-60%
Water Supply	11,084	20,104	(9,019)	-45%	5g.	11,652	21,889	(10,237)	-47%
Solid Waste Management	2,452	3,754	(1,302)	-35%	5h.	2,985	4,072	(1,087)	-27%
Environmental									
Environmental Science and Monitoring	164	721	(557)	-77%		245	782	(537)	-69%
Regulatory									
Building Control	0	-	0	-		6	-	6	-
Environmental Health	-	3	(3)	-100%		0	3	(3)	-92%
Harbours	205	684	(479)	-70%		263	746	(483)	-65%
Regional Development	485	1,768	(1,283)	-73%	5i.	527	1,888	(1,361)	-72%
Investment activities	(18)	-	(18)	-		(18)	-	(18)	-
Corporate Overheads	1,507	2,894	(1,387)	-48%	5j.	1,753	3,201	(1,448)	-45%
Total Net Capital Expenditure	53,808	112,498	(58,690)	-52%		79,414	122,657	(43,243)	-35%

Forecast vs Budget by Activity Group (in millions)



5. Council has set a budget of \$105.6M for capital expenditure in the 2023-24 Annual Plan. This includes \$20.0M for capitalised roading emergency works. To achieve this a capex program of \$122.6M has been planned including \$16.6M of carryovers from previous financial years. This ensures that multiple projects can continue to progress. The current forecast is \$79.4M. This includes re-allocation of roading reinstatement from operational expenditure to capital expenditure which will be completed at year end.

As of time of writing Council has a total value of contracts for new assets in progress of \$99.5m. There is \$8.9M of contracted works still outstanding.

Total capital expenditure from 1 July to 31 May 2024 is \$53.8M which is \$5.7M less than the same period last year (\$59.5M). Note last year's figure included \$8.5M in vested assets and this year's figure includes \$0.8M in vested assets.

Comments below are on variances greater than \$1million to the programmed works.

- a. Library Services actual expenditure is higher than budget as the budget includes the sale of the old Blenheim Library. As it is expected that a sale will no longer take place in this financial year this has been removed from the forecast.

- b. Community Facilities is behind programmed works. A number of projects have been re-budgeted or are expected to be carried over including:
 - i. A&P Park Pavilion project of \$2.2M has been re-budgeted into 2025-26.
 - ii. Delays in various other programmed works for the reserves and public conveniences program.
 - iii. Continued delays in small township upgrades as community consultation and resource consents progress.
- c. Roads and Footpaths is behind programmed works and carry overs are expected relating to:

Emergency reinstatement works already approved by Waka Kotahi. The full program was budgeted to be completed in the 2023-24 year with some work expected to fall into the next financial year. A re-phasing of these works along with the works from the Sounds Future Access Study has been completed.

The subsidised roading renewals program is behind budget but likely to come in marginally over budget at year end. This is expected to be offset by the unsubsidised roading program being under budget. As we are in the third year of the 2021-24 National Land Transport Programme it is not possible to carry over any surplus subsidy budget into next year.

Forecast is expected to be greater than budget at year end with accounting entries to be completed to transfer the majority of the repair work completed to date from operational expense to capital expenditure. This is in alignment with the allocation and timing of expenditure in the Long Term Plan. This will reverse part of the impairment recognised in the prior year.
- d. Flood Protection and Control Works is behind programmed works with carryovers of around \$1.5M expected relating to:
 - i. Town Branch Drain upgrades.
 - ii. Delays in the general rivers capex program in the Wairau Floodplain.
- e. Sewerage is behind programmed works with significant re-budgeting of capital projects including:
 - i. Blenheim Main Outfall Pump Station \$4.7M into the 2025-27 years.
 - ii. Purkiss Street/Kingwell Drive pump station \$2.3M into the 2024-26 years.
 - iii. Seddon treatment plant \$3.4M into the 2025-27 years.
 - iv. Havelock treatment plant and construction of the new terminal pump station \$6M into the 2025-27 years.
- f. Stormwater is behind programmed works with carry over expected for the Murphy's Road upgrades. A portion of this has been re-budgeted into 2024-25 already.
- g. Water Supply is behind programmed works with significant re-budgeting of capital projects including:
 - i. Riverlands water treatment plant \$8M into the 2024-26 years.
 - ii. Havelock water treatment plant \$1.5M into the 2024-26 years.
 - iii. Seddon second water reservoir \$1.3M into the 2032-33 years.
- h. Solid Waste Management is behind budget at this stage. Capital expenditure is being offset by the disposal of NZU's to meet landfill ETS obligations. The timing of the construction of stage nine of the Regional Landfill is marginally under budget.
- i. Regional Development is behind programmed works with only a small carryover expected due to the Flaxbourne Irrigation Scheme \$1M being re-budgeted. At this stage we are assuming it will be pushed out to 2026-29.
- j. Corporate overheads are behind programmed works largely due to IT projects which have been delayed and will be carried over. These include upgrades to the Compliance system, IoT Smart Services and Datalake and the Better off Funded Water Allocation Model.

Summary of Cash Received and Spent (\$000's)

	Financial Year to 31 May 2024	Financial Year to 31 May 2023
Cash received from:		
Rates	71,802	65,212
User charges	26,700	24,095
Property Rentals	7,243	6,701
Subsidies and Grants	42,485	54,725
Interest and dividends	7,899	6,980
Sale of assets	208	21
Development Contributions	4,256	8,203
Other revenue	9,548	12,432
Operating cash received	170,142	178,369
Cash spent on:		
Net GST	3,953	2,706
Payments for operating costs	(143,324)	(150,803)
Payments for capital expenditure	(54,002)	(51,819)
Operating cash spent	(193,373)	(199,916)
Cash borrowed from/(repaid to):		
LGFA for Council	40,581	10,485
Other	(4,142)	11,908
Cash from/(to) borrowing	36,439	22,393
Invested in subsidiaries or investment property	(667)	(2,322)
Cash and investments:		
net increase/(decrease)	12,545	(1,413)
at the beginning of the year	18,350	18,846
at the end of May	30,895	17,433

6. This is a modified cashflow statement which outlines where Council's cash is sourced and where it has been spent. Last year's figures have been provided as a comparison. The figures will differ to what is contained in the income and expenditure statement above mainly due to:
- a. The delay between invoices being raised/received and paid.
 - b. Various accruals, provisions, and prepayments.
 - c. Non-cash items such as vested assets and depreciation.

Author	[name & position title of author of the report]
Authoriser	[name & position title of the authoriser of the report]

10. Treasury Management Report 30 June 2024

(Report prepared by Chris Lake)

F290-006-23

Purpose of Report

1. To present the Treasury Management Report for the period ending 30 June 2024.

Executive Summary

2. The Cash, Investments and Borrowings Report is shown as an attachment at the end of the report. Additional information is given for information and clarity. These are:
 - Details of the market interest rate movements;
 - A summary of the investments Council held, and that these continue to comply with the Investment Policy section of the Treasury Management Policy; and
 - A summary of the Council borrowings as at 30 June 2024. These currently comply with the Treasury Management Policy. A number of graphs are provided to show the policy boundaries.

RECOMMENDATION

That the information be received.

Cash, Investments and Borrowings Report

3. The attachment shows 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 are shown in italics and shaded.

Market Interest Rate Movements

4. See 'Current Market Interest Rates' on the table in the **attachment**.

Investments

5. Below is a summary of Council's investment portfolio reported in the **attachment**.

June 2024			Last Quarter March
Investments – short term deposits - Banks	\$24,149,559	5.99%	6.03%
Investments – Securities within 1 year	-	- %	- %
Total Investments	\$24,149,559	5.99%	6.03%

Since 2014 Council has been investing in term deposits rather than corporate bonds due to the yield advantage that term deposits provide. This strategy is continually monitored to ensure that it remains appropriate.

Council maintains the investment portfolio considering:

- compliance with Council's Treasury Management Policy investment parameters; and
- the level of investment required to maintain adequate disaster recovery funding in realisable securities.

Bancorp provide advice on reinvestment of securities and report quarterly on Treasury Management Policy for compliance and investment returns.

Council no longer uses term deposits for cash flow purposes. Instead, the Westpac on call account is used, as the interest rate available is set at 0.05% above the OCR, so higher than interest rates for short term investments.

Since October 2023 Council is required to hold construction contracts retention funds in a separate bank account due to changes in the Construction Contracts (Retention Money) Amendment Act. This account is included in the investments under On Call – Westpac. At 31 May 2024 our total contract retentions were \$2,915,213 (incl GST).

Compliance with Council Policy

6. Council's Treasury Management Policy sets criteria surrounding credit rating, maximum investment allowed with any one institution and the maximum allowed to be invested with any type of institution.

All criteria have been met for the 30 June quarter.

External Borrowings

7. As at 30 June 2024 the MDC Group had Gross borrowings of \$201.6M (\$197.2M as at 31 March 2024). MDC Holdings Group debt is \$81.6M (\$83.2M as at 31 March 2024). MDC balance in the last quarter was \$120M (\$114M as at 31 March 2024). The weighted average cost of funds was approximately 4.76%.

The following three graphs are for the MDC Group combined, MDC Holdings Limited and MDC all show the level of fixed/hedged debt compared to Policy Bands based on current levels. The fourth and fifth graphs show the position based on anticipated future borrowings as per Council's Long Term Plan.

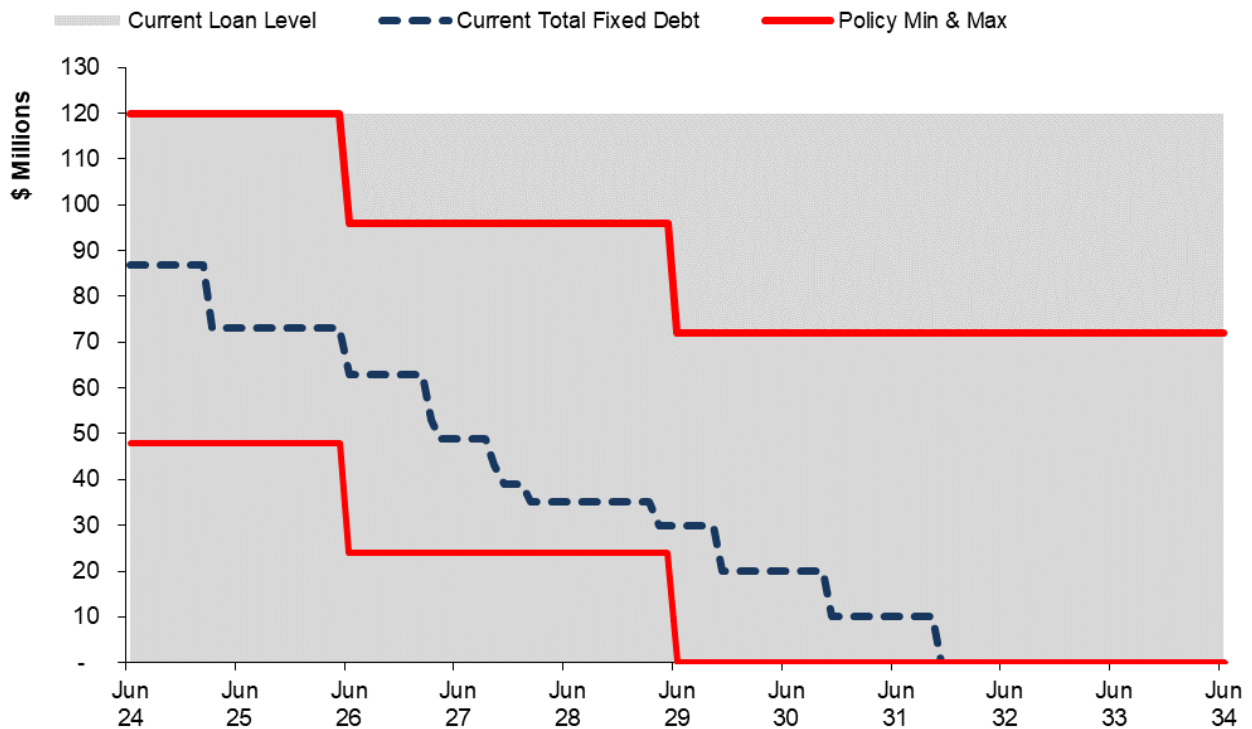
Compliance with Council Policy

8. The Liability Management Policy has the following table in the interest rate risk management, which shows the maximum and minimum limits. Any hedging outside of these parameters must be approved by the Chair of the Economic Finance and Community Committee before being initiated and then reported accordingly.

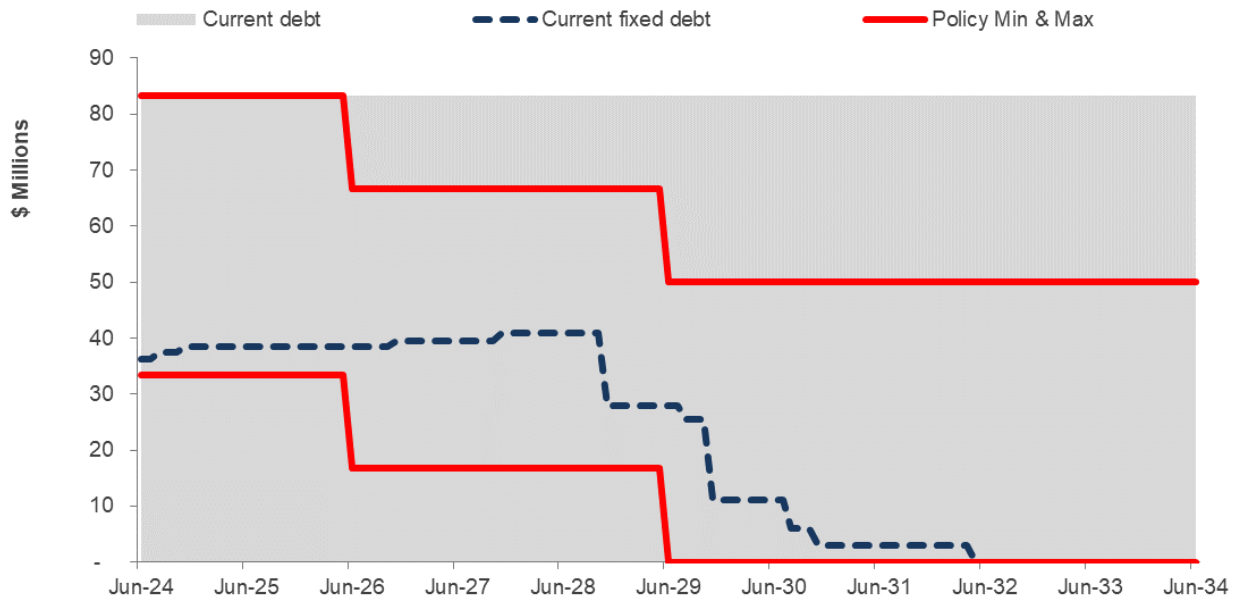
Fixed Rate Hedging Percentages		
	Minimum Fixed Rate	Maximum Fixed Rate
0 to 2 years	40%	100%
2 years to 5 years	20%	80%
5 years to 10 years	0%	60%

The total fixed debt in the MDCH & MDC group and the MDC graphs below are all within policy.

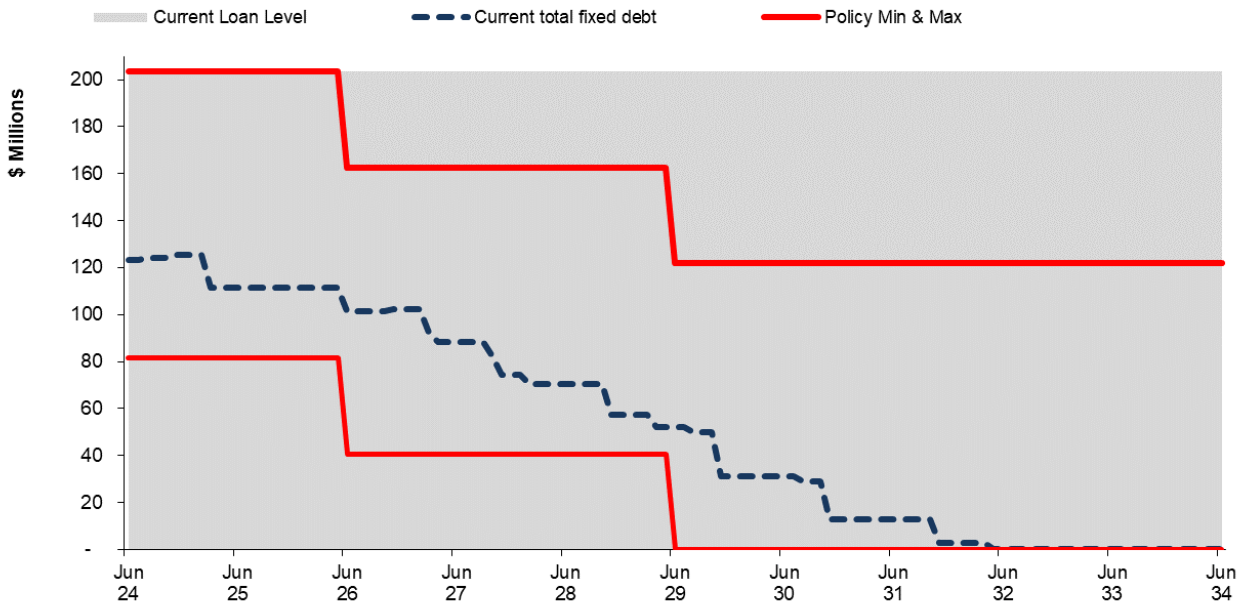
MDC debt and hedging (excl. MDCH) - June 2024



MDCH Group debt and hedging - June 2024

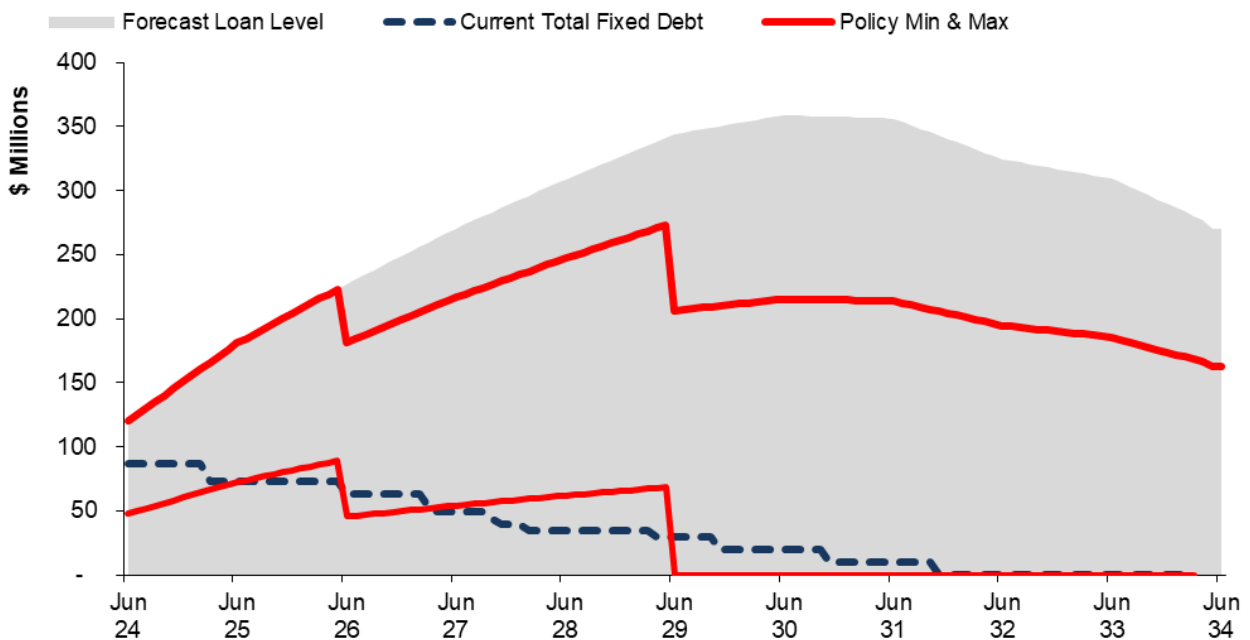


MDC Group debt and hedging - June 2024

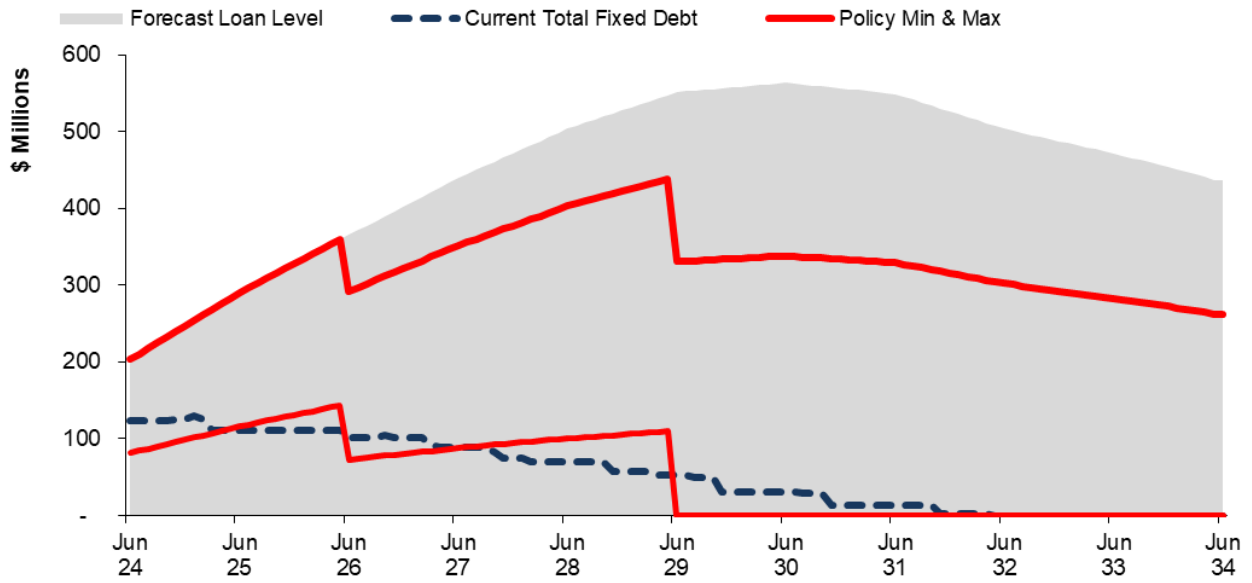


In the coming year it was expected that Council will require additional borrowing for it's and Port Marlborough's budgeted capital projects. The following two graphs show the policy minimums and maximums based on the forecast loan levels. The total fixed debt is below the minimum limits on the graphs due to the fixed term loans not forecast to be refixed in the future. This picture 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.

MDC debt and hedging (excl. MDCH) (Forecast debt) - June 2024



MDC GROUP debt and hedging (Forecast) - June 2024



MARLBOROUGH DISTRICT COUNCIL
QUARTERLY TREASURY MANAGEMENT REPORT

Current Market Interest Rates as at 30 June 2024

Term	Rate quoted from -	June 2024	May 2024	April 2024	March 2024
OCR	Reserve Bank	5.50%	5.50%	5.50%	5.50%
30 days	Reserve Bank	5.60%	5.60%	5.60%	5.59%
90 days	Bank bills	5.63%	5.63%	5.63%	5.64%
5 year bond	NZ Government Bonds- yield	4.53%	4.63%	4.74%	4.36%
10 year bond	NZ Government Bonds- yield	4.69%	4.82%	4.93%	4.59%

Statement of MDC Cash, Investments and External Borrowings as at 30 June 2024

				%Funds	Last Report March 2024
Bank Current Accounts					
- BNZ	Current Funds or (Overdraft)	0.00%	1,717,077	5.41%	\$746,263
On Call					
- BNZ	AA-	4.75%	679,891	2.14%	\$1,237,257
- Westpac	AA-	5.55%	5,169,338	16.30%	\$5,076,305
	Readily Available Funds	4.22%	\$7,566,306	23.86%	\$7,059,825
Cash flow - term deposits <60 days					
	AA-	0.00%	0	0.00%	\$0
	Funds Available <60 days	0.00%	\$0	0.00%	\$0
Investments					
Banks					
- BNZ	AA- 365 days (07/24)	4.59%	53,492	0.17%	\$53,492
- BNZ	AA- 365 days (12/24)	6.45%	590,810	1.86%	\$590,810
- Westpac	AA- 731 days (11/24)	5.52%	559,139	1.76%	\$559,139
- BNZ	AA- 731 days (12/25)	6.30%	1,432,592	4.05%	\$1,432,592
- BNZ	AA- 731 days (12/25)	6.20%	1,283,336	4.05%	\$1,283,336
- BNZ	AA- 731 days (10/24)	5.12%	1,391,988	4.39%	\$1,391,988
- BNZ	AA- 365 days (04/25)	6.30%	1,593,040	5.02%	\$0
- BNZ	AA- 365 days (04/24)	6.30%	0	0.00%	\$1,498,140
- BNZ	AA- 365 days (11/24)	6.30%	1,000,000	3.15%	\$1,000,000
- Westpac	AA- 731 days (07/24)	4.56%	1,333,280	4.20%	\$1,333,280
- BNZ	AA- 731 days (07/24)	4.67%	1,133,379	3.57%	\$1,133,379
- BNZ	AA- 365 days (07/24)	5.79%	1,054,224	3.32%	\$1,054,224
- Westpac	AA- 728 days (10/24)	5.51%	2,724,280	8.59%	\$2,724,280
- ANZ	AA- 182 days (05/24)	6.32%	0	0.00%	\$4,000,000
- ASB	AA- 367 days (11/24)	6.45%	10,000,000	31.53%	\$10,000,000
	Total Investments	5.99%	\$24,149,559	76.14%	\$28,054,659
	Total Funds Available	5.56%	\$31,715,865	100.00%	\$35,114,484

Gross Group Borrowings

Local Government Funding Authority

- Loans for MDC	120,000,000
- Loans raised on behalf of MDC Holdings Ltd	81,615,000
Subtotal	201,615,000

Westpac

- Loans less than 12 months for MDC	-
Total MDC Group External Borrowings	\$ 201,615,000

less

- Loans raised on behalf of MDC Holdings Ltd	(81,615,000)
----------------------------------------------	--------------

plus

- MDC Holdings current account (interest charged annually @ 90 day bank bill rate)	(3,851,265)
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MDC Borrowings	\$ 116,148,735
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11. Debtors Overdue Reports as at 30 June 2024

(The Chair) (Report prepared by S Greenhill)

F220-002-020-23

Purpose of Report

1. The purpose of this report is to advise Council on the overdue debtor position as at 30 June 2024.

RECOMMENDATION

That the information be received.

Debtors' Overdue Reports

2. The debtors' overdue summary report is attached for the Councillors' information.

This report details the level of debt relating to the following revenue streams:

- Building Consents
- Resource Consents
- Resource Consent Monitoring
- Development Contributions
- Licences
- Tradewaste
- Water and Sewerage Connections
- Other Sundry Invoices

The Debtors Report as at 30 June 2024 is **attached** for Councillors' information.

The annual resource consent administration fees were charged in July 2023 totalling approx. \$1.3M. The balance owing as at the end of 31 May 2024 is \$15,275 (99% have been paid). 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.

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.

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. They all have notes on their record that payment is due before inspections.

The Property Leases and Licences Debtors Report as at 31 May 2024 is also **attached** for Councillors' information. Current and Total balances fluctuate monthly depending on individual leases and invoicing periods, e.g., monthly, quarterly, six monthly or annual.

Author	Sonja Greenhill, Credit Controller
Authoriser	Geoff Blake, Chief Financial Officer

Debtors Report as at 30 June 2024

Aged Analysis Report	Current Month		Comparison for Previous 5 Months			
	June	May	April	March	February	January
Current	2,740,846.19	2,154,995.86	3,387,745.57	3,319,943.55	2,408,197.38	1,433,670.58
30 - 90 Days	340,107.38	645,361.92	877,019.33	209,283.71	426,066.61	891,158.01
90 Days	522,088.51	515,552.30	624,046.77	614,275.81	607,136.04	633,036.94
Outstanding Debtors Closing Balance	3,603,042.08	3,315,910.08	4,888,811.67	4,143,503.07	3,441,400.03	2,957,865.53

Debtors Action Report - Debtors over 90 days with Balance >\$250	June	May	April	March	February	January
With Debt Collection Agency	10,839.04	10,839.04	10,839.04	10,839.04	10,839.04	10,839.04
Paying by Arrangement	66,169.20	71,928.20	61,099.32	62,706.25	64,046.21	40,917.99
Negotiating Payment Arrangement	60,431.63	62,545.44	297,890.52	315,649.32	272,620.29	340,407.46
Work Not Yet Commenced/Completed	168,788.10	176,939.53	-	-	-	-
Debts in Dispute	170,789.56	170,789.56	171,290.56	173,198.63	178,952.81	178,952.81
Payments since month end taken off above amounts	32,160.70	7,089.09	67,860.47	28,739.51	52,162.37	30,057.86
Sub-Total	509,178.23	500,130.86	608,979.91	591,132.75	578,620.72	601,175.16
Various Debtors with Balances <\$250	12,910.28	15,421.44	15,066.86	23,143.06	28,515.32	31,861.78
Over 90 days Outstanding Total	522,088.51	515,552.30	624,046.77	614,275.81	607,136.04	633,036.94

Property Leases and Licences Debtors Report as at 31 May 2024

Aged Analysis Report	Current Month	Comparison for Previous 5 Months				
	May	April	March	February	January	December
Current	78,067.79	93,590.95	9,510.47	78,507.70	53,091.86	100,147.28
30 Days	35,976.91	2,233.07	12,758.55	15,431.48	1,723.78	24,227.33
60 Days	1,963.07	1,688.30	13,192.48	3,142.43	16,505.15	7,994.92
90 Days	(7,250.49)	(5,215.85)	(8,802.83)	2,821.07	(7,993.73)	(928.48)
Outstanding Debtors Closing Balance	108,757.28	92,296.47	26,658.67	99,902.68	63,327.06	131,441.05

12. Rates Report as at 30 June 2024

(The Chair) (Report prepared by Amy Whalan)

F270-36-23

Purpose of Report

1. The purpose of this report is to advise Council of the rates position as at 30 June 2024.

RECOMMENDATION

That the information be received.

Rate Levies Status and Rate Arrears Aged Balance Reports

2. The fourth instalment of 2023/24 rates was invoiced on 1 May 2024 with a due date of 11 June 2024.

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, \$96m (97.7%) of rates were collected by 30 June 2024 from the 26,969 properties compared to \$89m (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, with the penalty value increasing by \$46k.

At 30 June 2024 the closing balance was \$689k which is higher than the 2022/23 closing balance of -\$34k, however there are several known contributing factors:

- the total levy increased by \$8.3m which increased the amount of cash received,
- the actual cash received (including prepayments) was \$508k below the levied amount compared to \$54k below the levied amount in 2022/23.
- \$289k was received in the direct debit run on Tuesday 02 July, relating to 2023/24, because 30 June fell on a Sunday.
- The prepaid rates balance was \$100k below the 2022/23 balance.

Planning is underway within the Rates team to develop strategies to improve the outcomes for the upcoming financial year.

Water Billing Debtors Report

3. Attached for information is the Water Billing Debtors Report as at 30 June 2024

The 90 Days balance includes a number of credit balances and overdue March 2024 invoices. Copies of invoices were emailed in July requesting prompt payment. There are also a number of Renwick and Havelock water invoices that need to be reassessed by the water team due to large water leaks.

The Current balance includes the 4th quarter water invoice and the 30-90 days includes the Southern Valley Irrigation Scheme. These invoices were able to be processed in May as the irrigation scheme was turned off for the winter.

Author	Amy Whalan, Team Leader Rating
Authoriser	Geoff Blake, Chief Financial Officer

Rate Levies Status Report as at 30 June 2024

Financial Division	Balance B/Forward (01/07/23)	Annual Rate Levy	Arrears Penalty	Instalment Penalty	Adjustments	Cash Received for Year to Date	Balance 30/06/2024
Blenheim	(200,591)	49,064,657	32,795	137,701	(87,388)	(48,907,486)	39,688
Blenheim Vicinity	26,730	18,841,691	15,953	52,522	(10,665)	(18,795,045)	131,186
General Rural	23,963	15,792,319	17,585	67,430	50,903	(15,772,247)	179,953
Picton	82,162	10,719,786	17,118	47,242	(103,726)	(10,499,951)	262,630
Picton Vicinity	22,128	1,114,195	2,981	5,531	(30,308)	(1,062,424)	52,103
Sounds Admin Rural	12,683	1,359,005	2,818	8,800	(12,882)	(1,346,528)	23,896
Utilities Network	(747)	45,144	-	-	-	(44,397)	-
Current Year Totals	(33,671)	96,936,797	89,251	319,225	(194,066)	(96,428,078)	689,457

Rate Arrears Aged Balance Report as at 30 June 2024

Year	Total Arrears (01/07/2023)	Rate Arrears Received Year to Date	Total Arrears 30/06/2024	Postponed Rates included in Total Arrears	Actual Arrears (after deducting postponed rates)
2022-23	1,090,266	854,920	235,345	27,511	207,834
2021-22	168,042	71,571	96,471	18,049	78,422
2020-21	41,972	21,501	20,471	15,757	4,713
2019-20	25,960	15,673	10,287	3,843	6,444
2018-19	22,526	13,839	8,687	3,653	5,034
2017-18 (and prior)	56,713	42,490	14,223	12,233	1,990
Total	1,405,478	1,019,994	385,483	81,045	304,438

Rates postponement is offered to ratepayers aged over 65 under Council's Remission and Postponement Policy

Water Billing Debtors Report as at 30 June 2024

	Current Month	Comparison for Previous 5 Months				
	June	May	April	March	February	January
Aged Analysis Report						
Current	939,878.17	212,291.59	31,808.22	1,592,106.08	62,384.72	14,309.83
30 - 90 Days	191,382.06	184,645.59	235,796.85	63,844.21	79,024.20	118,217.08
90 Days	63,257.82	(25,804.97)	(33,728.70)	14,233.48	(28,342.64)	5,503.70
Outstanding Debtors Closing Balance	1,194,518.05	371,132.21	233,876.37	1,670,183.77	113,066.28	138,030.61

Debtors Action Report - Debtors over 90 days Balance >\$250						
	June	May	April	March	February	January
Paying by Arrangement	3,162.69	992.54	1,834.19	3,088.36	1,747.93	2,053.69
Negotiating Payment Arrangement	55,373.01	31,112.92	32,217.06	38,409.21	28,946.32	28,382.39
Awaiting Possible Water Remission (New)	49,195.14	8,825.03	23,929.42	24,701.56	13,443.44	24,182.16
Payments since month end taken off above amounts	8,851.48	4,676.08	650.00	2,865.25	13,083.78	26,806.31
Sub-Total	116,582.32	45,606.57	58,630.67	69,064.38	57,221.47	81,424.55
Various Debtors with Balances <\$250 or Credit Balances	(53,324.50)	(71,411.54)	(92,359.37)	(54,830.90)	(85,564.11)	(75,920.85)
90 days Outstanding Total	63,257.82	(25,804.97)	(33,728.70)	14,233.48	(28,342.64)	5,503.70

13. Information Package

RECOMMENDATION

That the Economic, Finance & Community Information Package dated 23 July 2024 be received and noted.

14. Decision to Conduct Business with the Public Excluded

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.