



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

Present

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

Present via Teams

Cllrs J A Arbuckle and S J Arbuckle

In Attendance

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

Apologies

Cllrs Croad/Hope:

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

Carried

EFC-0924-89 Declaration of Interests -

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

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

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

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

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

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

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

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

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

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

Members were advised that a detailed analysis of the 2024 conference's feedback from both students and industry has taken place. Evaluations were attached to the agenda item for members' information. It was noted that this information will be used to refine future iterations of the Future of Work Conference, ensuring it

continues to meet the needs of both students and employers in Marlborough while being financially sustainable.

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

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

Clr Dawson/The Mayor:

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

Carried

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

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

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

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

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

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

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

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

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

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

Clrs Croad/Dalliessi:

That the report be received.

Carried

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

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

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

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

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

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

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

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

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

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

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

Cllrs Hope/Adams:

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

Carried

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

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

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

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

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

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

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

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

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

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

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

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

The Mayor/Clr Adams:

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

Carried

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

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

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

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

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

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

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

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

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

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

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

Carried

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

EFC-0924-95 Commercial Events Fund Criteria Review

E100-002-006-06

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

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

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

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

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

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

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

Carried

EFC-0924-96 Commercial Events Fund Sub-Committee

E100-002-006-28

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

Cirs Innes/Dalliessi:

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

Carried

EFC-0924-97 Housing for Seniors Sub-Committee

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

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

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

Cirs Croad/Innes:

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

Carried

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

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

F275-001-01

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

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

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

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

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

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

Cirs Croad/Dawson:

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

Carried

EFC-0924-99 2023/24 Budget Carryovers

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

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

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

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

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

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

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

Cllrs Croad/Innes:

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

Carried

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

F220-002-020-24

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

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

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

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

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

Cllrs Dawson/Minehan:

That the information be received.

Carried

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

F270-36-24

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

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

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

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

Cllrs Dalliessi/Fauls:

That the information be received.

Carried

EFC-0924-102 Information Package

Cirs Croad/Sowman:

That the Economic, Finance & Community Information Package dated 3 September 2024 be received and noted.

Carried

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

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

Cirs Croad/Innes:

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

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

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

General Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
Minutes and Committee Reports	As set out in the Minutes and Reports	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under Section 7 of the Local Government Official Information and Meetings Act 1987.
Debtors	In order to protect the privacy of natural persons, as provided for under Section 7(2)(a).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under Section 7 of the Local Government Official Information and Meetings Act 1987.

Carried

The meeting closed at 12.00 pm.

Record No: 24216641