



AGENDA

Ordinary meeting of the

Community Services Committee

**Thursday 27 March 2014
Commencing at 9.00am
Council Chamber
Civic House
110 Trafalgar Street, Nelson**

Membership: Councillor Pete Rainey (Chairperson), Her Worship the Mayor Rachel Reese, Councillors Ruth Copeland, Matt Lawrey, Paul Matheson, Gaile Noonan (Deputy Chairperson), Tim Skinner, and Mike Ward

Guidelines for councillors attending the meeting, who are not members of the Committee, as set out in Standing Orders:

- All councillors, whether or not they are members of the Committee, may attend Committee meetings (SO 2.12.2)
- At the discretion of the Chair, councillors who are not Committee members may speak, or ask questions about a matter.
- Only Committee members may vote on any matter before the Committee (SO 3.14.1)
- It is good practice for both Committee members and non-Committee members to declare any interests in items on the agenda. They should withdraw from the table for discussion and voting on any of these items.

Apologies

1. Interests

- 1.1 Updates to the Interests Register
- 1.2 Identify any conflicts of interest in the agenda

2. Confirmation of Order of Business

3. Public Forum

4. Confirmation of Minutes – 28 January 2014 7-11

Document number A1135727

Recommendation

THAT the minutes of the meeting of the Nelson City Council – Community Services Committee, held on 28 January 2014, be confirmed as a true and correct record.

5. Status Report – Community Services 27 March 2014

There are no status report updates for this meeting.

6. Chairperson's Report

RECREATION AND LEISURE

7. Brook Waimarama Sanctuary Fence and Conservation Centre 12-15

Document number A1158237

Recommendation

THAT the report Brook Waimarama Sanctuary Fence and Conservation Centre – Councillor Update (A1158237) be received;

Recommendation to Council

THAT Council funding committed through the Long Term Plan be capped at current levels;

AND THAT Council operational funding to the Sanctuary Trust be directed to on-the-ground biodiversity activities consistent with Nelson City Council's overarching biodiversity programmes;

AND THAT Council obtains formal confirmation from the Brook Waimarama Sanctuary Trust that it has reached its funding target;

AND THAT Council directs officers to provide a summary of Council's biodiversity output with a particular focus on opportunities to leverage the work undertaken in the Sanctuary.

HERITAGE

8. Heritage Activity Management Plan

16-18

Document number A1129219

Note: the attachment to this report has been circulated separately, please contact an Administration Adviser if you require a copy.

Recommendation

THAT the report Heritage Activity Management Plan (A1129219) and its attachment (A372602) be received.

Recommendation to Council

THAT the Heritage Activity Management Plan 2015-2025 (A372602) be adopted as the version that will inform the Long Term Plan 2015-2025.

COMMUNITY DEVELOPMENT

9. Provision of Public Pianos in the CBD

19-37

Document number A1140050

Recommendation

THAT the report Provision of Public Pianos in the CBD (A1140050) and its attachment (A1145197) be received;

Recommendation to Council

THAT Council support a pilot project to have a public piano on Trafalgar Street for a trial period of 12 months;

AND THAT Council not take on any ownership or management of the piano once supplied;

AND THAT the Chief Executive is delegated the authority to terminate the trial at any time should the need arise.

REPORTS FROM COMMITTEES

10. Nelson Youth Council

38-44

10.1 Nelson Youth Council Update

Youth Councillors Chelcie-Mei Phillips and Sophie Ross will provide an update on Youth Council activities.

10.2 Nelson Youth Council – 10 February 2014

Document number A1139966

Recommendation

THAT the minutes of a meeting of the Nelson Youth Council, held on 10 February 2014, be received.

PUBLIC EXCLUDED BUSINESS

11. Exclusion of the Public

Recommendation

THAT the public be excluded from the following parts of the proceedings of this meeting.

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:

| Item | General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Particular interests protected (where applicable) |
|-------------|--|--|---|
| 1 | <p>Community Services Committee – Public Excluded – 28 January 2014</p> <p>These minutes confirm the minutes of 28 January 2014 and also contain information regarding:</p> <p>Future Arrangements – City Camping Grounds</p> | <p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p> | <p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(h) To carry out commercial activities • Section 7(2)(i) To carry out negotiations |
| 2 | <p>Founders Leases 2014</p> <p>This report contains information regarding the consideration of leases at Founders Park.</p> | <p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p> | <p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(h) To carry out commercial activities • Section 7(2)(i) To carry out negotiations |

12. Re-admittance of the public

Recommendation

THAT the public be re-admitted to the meeting.

Note:

- **Lunch will be provided at 12.30pm.**
- **Youth Councillors Chelcie-Mei Phillips and Sophie Ross will be in attendance at this meeting.**

Minutes of a meeting of the Community Services Committee

**Held in the Council Chamber, Civic House, Trafalgar Street,
Nelson**

On Tuesday 28 January 2014, commencing at 9.02am

Present: Councillors P Rainey (Chairperson), M Lawrey, P Matheson,
G Noonan (Deputy Chairperson), T Skinner and M Ward

In Attendance: Councillors I Barker, E Davy and B McGurk, Chief Executive
(C Hadley), Acting Group Manager Community
Services/Group Manager Support Services (H Kettlewell),
Group Manager Infrastructure (A Louverdis), Chief Financial
Officer (N Harrison), Kaihautū/Acting Manager Community
Partnerships (G Mullen), Manager Libraries (I Littleworth),
Manager Communications (A Ricker), Manager
Administration (P Langley), Business Analyst (M Erdmann),
Administration Adviser (E-J Ruthven), and Youth Councillors
(C Lindley and H Malpas)

Apologies: Councillor R Copeland, and Her Worship the Mayor R Reese
(for lateness)

1. Apologies

The apologies were noted.

2. Interests

There were no updates to the Interests Register.

Councillor Barker identified an interest regarding an item on the public
excluded agenda.

3. Confirmation of Order of Business

Councillor Rainey noted that there was an additional public forum to
the two noted on the agenda.

Attendance: Councillor Davy joined the meeting at 9.04am.

4. Public Forum

4.1 Friends of the Library

Priscilla Wardell and Jill Blechynden spoke on behalf of Friends of Nelson Library. They presented a cheque for \$5000 to Council, and explained that this amount had been raised through the sale of cancelled items from the library collection once a month, and from donations from regular speaking events at the library.

4.2 Dun Mountain Track

Mike Rodwell and Malcolm Saunders spoke about the Dun Mountain Track. Mr Rodwell explained his concerns regarding the proposed site of the Brook Sanctuary Fence, which came within 50m of part of the Dun Mountain track. He recommended a review of the proposed fence route, to ensure that the construction of the fence did not compromise the heritage value of the Dun Mountain Track.

Mr Saunders spoke on behalf of Bryce Buckland, a trapper working in the Nelson region. He tabled a document expressing Mr Buckland's concerns regarding the costs of building the fence and the ongoing costs surrounding the Brook Waimarama Sanctuary (A1134767).

4.3 Public Pianos

Joe Rafici and Joe Gibbons spoke about the public pianos initiative, which utilised painted pianos placed on the street for members of the public to play. They said in other cities around the world, such pianos had been extensively used and well cared for by the community.

Mr Rafici and Mr Gibbons confirmed that they had sourced pianos for the initiative, had placed them on lockable wheels and that several business owners in the city had expressed a willingness to place the pianos on the street each day and take them back in at night. They asked Council to consider taking ownership of the pianos, and to be responsible for maintenance in the form of tuning the pianos.

In response to questions, Mr Rafici and Mr Gibbons explained that they had not approached Uniquely Nelson regarding the initiative, and explained that the cost of tuning the pianos would be under \$1000 per year. They added that the pianos were intended for community use, rather than by buskers.

5. Confirmation of Minutes – 21 November 2013

Document number A1107870, agenda pages 6-8 refer.

Resolved

THAT the minutes of a meeting of the Nelson City Council – Community Services Committee, held on 21 November 2013, be confirmed as a true and correct record.

Noonan/Skinner

Carried

6. Chairperson's Report

Councillor Rainey spoke about the summer activities occurring in Nelson, and acknowledged the efforts of the festivals team in this regard. He noted that the jazz festival and outdoor theatre events had been successful, despite challenging weather conditions.

Councillor Rainey also spoke about the One-Day Cricket International event at Saxton Field, and thanked Nelson Cricket for their efforts in hosting a great event. He noted that positive comments had been received from the West Indies team regarding the venue and pavilion.

ARTS, FESTIVALS AND EVENTS

7. Cricket World Cup 2015 Project Update

Document number A1119247, agenda pages 9-11 refer.

Acting Group Manager Community services, Hugh Kettlewell, presented the report.

In response to questions, Host City Manager, Ian Littleworth, and Project Manager Markus Erdmann explained that the Cricket World Cup team were aware of the need to protect the athletics track and in-field during the exclusive-use period before and during the Cricket World Cup 2015.

There was a discussion regarding the promotion theme of "classic kiwi experience of summer holidays at the beach". In response to questions, Mr Littleworth explained that the theme was a concept for fan activities during the Cricket World Cup 2015 period, such as beach cricket tournaments and bike rides. He added that themed fan activities assisted with leveraging off the Cricket World Cup event for the benefit of the Nelson region.

Resolved

THAT the report Cricket World Cup 2015 Project Update (A1119247) be received;

AND THAT Council notes staff advice regarding concerns over staffing hours allocated to the project being exceeded;

AND THAT Council supports the Host City promotion theme "Classic kiwi experience of summer holidays at the beach".

Ward/Matheson

Carried

REPORTS FROM COMMITTEES

8. Youth Council Update

Carla Lindley and Hannah Malpas gave an update regarding Youth Council activities. Carla explained that youth councillors had submitted on the Council consultation regarding the draft Local Approved Products Policy (psychoactive substances). She added that youth councillors were writing to the Minister of Health and local Members of Parliament on this issue.

9. Response to Public Forum

9.1 Public Pianos

Resolved

THAT an officer report regarding the public piano project be brought back to a future Community Services Committee meeting.

Davy/Rainey

Carried

Attendance: her Worship the Mayor joined the meeting at 10.17am.

10. Exclusion of the Public

Resolved

THAT the public be excluded from the following parts of the proceedings of this meeting.

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:

| Item | General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Particular interests protected (where applicable) |
|------|---|--|---|
| 1 | <p>Future Arrangements – City Camping Grounds</p> <p>This report contains information regarding future arrangements for Council-owned camping grounds and the negotiation of a loan agreement.</p> | <p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p> | <p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(h) To carry out commercial activities • Section 7(2)(i) To carry out negotiations |

Lawrey/Ward

Carried

The meeting went into public excluded session at 10.18am and resumed in public session at 11.31am.

11. Re-admittance of the Public

Resolved

THAT the public be re-admitted to the meeting.

Noonan/Ward

Carried

There being no further business the meeting ended at 11.31am.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Brook Waimarama Sanctuary Fence and Conservation Centre

1. Purpose of Report

- 1.1 To update Council on matters related to the Brook Waimarama Sanctuary Fence and Conservation Centre, in light of the Brook Waimarama Sanctuary Trust (the Trust) indicating it has received the full funding commitment required to commence the project.
- 1.2 To identify key matters in terms of project outcomes and potential project risks.

2. Recommendation

THAT the report Brook Waimarama Sanctuary Fence and Conservation Centre – Councillor Update (A1158237) be received;

Recommendation to Council

THAT Council funding committed through the Long Term Plan be capped at current levels;

AND THAT Council operational funding to the Sanctuary Trust be directed to on-the-ground biodiversity activities consistent with Nelson City Council's overarching biodiversity programmes;

AND THAT Council obtains formal confirmation from the Brook Waimarama Sanctuary Trust that it has reached its funding target;

AND THAT Council directs officers to provide a summary of Council's biodiversity output with a particular focus on opportunities to leverage the work undertaken in the Sanctuary.

3. Introduction

- 3.1 Following a significant exercise by the Trust, they have indicated they have funding to allow construction of a predator proof fence in line with their feasibility study dated May 2012. This is a major achievement. Officers have asked for confirmation of this in writing.
- 3.2 Nelson City Council is the largest single funder of the project. Its contribution is made up of a large one off grant and ongoing annual operational funding.
- 3.3 A number of moderate to significant risks to the project including financial, construction and operational have previously been identified to the Council. These risks remain in the view of Council. Assurances have been given by the Trust that they will be managed at no risk to the City.

4. Background

- 4.1 The Trust has been working towards establishing a fenced, pest free sanctuary on land administered by Nelson City Council since 2002.
- 4.2 Nelson City Council has committed \$1,036,290 to the project specifically to fund the pest proof fence.
- 4.3 Nelson City Council has been making an annual funding grant to the Trust for pest control over the past few years of approximately \$65,000 and the sum is currently set down for payment for the life of the current Long Term Plan (LTP).
- 4.4 The Trust has recently confirmed on an informal basis that it has achieved its funding target of excess of \$5 million for the pest proof fence and associated infrastructure.
- 4.5 Nelson City Council has been working with the Trust since its inception in a range of other areas including provision of an appropriate site for the Trust's conservation centre, work towards an appropriate lease arrangement for the sanctuary site and provision of staff support and expertise of day to day operations.
- 4.6 Officers are working towards finalising a lease with the Trust (scheduled to be presented to the Committee at its meeting on 15 May). The release of Council funding and commencement of fence construction is contingent on the signing of the lease. Around 100 hours of staff time, and \$9,000 in legal costs have been incurred by Council in this process to date.

5. Discussion

- 5.1 The Trust has provided Council with all material developed to support the proposal. In recent years the Trust management has engaged a wide range of professional providers to assess the project, identify risks and techniques to mitigate those risks.

- 5.2 After review of that material, engagement with Trust management, and reflection on the experiences of other similar fencing projects, Council officers believe that substantial risks remain.
- 5.3 These risks include:
- Fence alignment in unstable geology
 - Ongoing pest incursion into the fenced area
 - Lack of leverage into other biodiversity programmes following breeding successes within the sanctuary
 - Budgetary pressure on the Trust as a result of:
 - non-programmed expenditure to maintain the infrastructure; and
 - reduced income as a consequence of lower than predicted visitor numbers to the site; and
 - inability of the Trust to obtain an annual operating grant in line with their forecast budget, producing an annual deficit
 - Potential conflict with the current use of the Brook Valley Motor Camp
 - Development and subsequent management of sanctuary infrastructure in a way that conflicts with existing recreational use of the area.
- 5.4 Challenges faced by similar sanctuary projects throughout New Zealand have previously been highlighted to the Council. The Sanctuary Trust confirm they have mitigated these risks as a consequence of detailed financial and visitor modelling, and reflection on the experiences of those that have come before them.
- 5.5 The biodiversity outcomes sought by Nelson City Council are delivered in part only by the sanctuary proposal. When installed and operating it will provide a representative example of the native systems remaining in the upper South Island, prior to the major losses that occurred following human settlement. It will also provide a nursery for threatened species, which may allow these species to be reintroduced to other nearby pest-free areas.
- 5.6 Council is currently reviewing its response to biodiversity in order to provide a programme that aligns with the direction of the Biodiversity Forum, regulatory responsibilities and values as expressed by the Nelson community more broadly (Nelson 2060). In relation to the sanctuary project, Council has a significant opportunity to leverage the sanctuary for broader biodiversity outcomes.

5.7 The paper prepared for Council in June 2013 recommended an independent review of the Sanctuary's business case. This was undertaken. This also stated concerns around the financial modelling.

6. Conclusion

6.1 The Sanctuary proposal for Nelson City has the potential to be a biodiversity success story, and the work undertaken to date is a tribute to a significant number of people in the Nelson community working in the biodiversity space.

6.2 Council is the largest single funder of the project and is committed to ongoing funding. However, the project is not without considerable risks which the Trust has confirmed it can manage without future financial repercussions to the Council. Council needs to ensure that it is clearly communicated to the Trust that no future change from this position would be acceptable.

6.3 Nelson City Council must protect its investment in the sanctuary, and leverage the opportunities generated by the project for the benefit of the Nelson community.

Greg Carlyon
Acting Group Manager Environment

No supporting information follows.

Heritage Activity Management Plan

1. Purpose of Report

- 1.1 To seek Council's agreement to adopt the Heritage Activity Management Plan 2015-2025 (AMP), refer Attachment 1, as the version that will inform the Long Term Plan 2015-2025.

2. Recommendation

THAT the report Heritage Activity Management Plan (A1129219) and its attachment (A372602) be received.

Recommendation to Council

THAT the Heritage Activity Management Plan 2015-2025 (A372602) be adopted as the version that will inform the Long Term Plan 2015-2025.

3. Background

- 3.1 The Heritage Activity Management Plan 2015-2025 sets out Council's strategic direction for the heritage activity for the next ten years. It replaces what was formerly the Heritage Activity Management Plan 2012-2022 but excludes physical assets which will be covered in the new Council Property and Asset Management Plans.
- 3.2 This plan is one of the documents that form the basis of meeting Council's obligations under section 93 and Schedule 10 of the Local Government Act 2002.
- 3.3 A draft of the AMP was considered at a Council workshop on 10 December 2013. As a result of that workshop some minor amendments were made to the draft.

4. Discussion

- 4.1 The Heritage Activity Management Plan 2015-2025 sets out the background to the Council's heritage activity and includes details of the following:

- Areas of focus for the activity during 2015-2025.
- Levels of Service.
- The budgets for operations and maintenance, renewals and capital expenditure.

4.2 The following areas of heritage activity are considered to be the focus for this plan:

- Earthquake strengthening –closure of both public and private heritage buildings for strengthening will affect the ability to deliver heritage activities.
- Museum - addressing shortage of quality museum storage. Costs should be shared between the two Councils as this is a regional facility. Tasman District Council is interested in a review of operations and facilities provided by the Museum
- Continued support for Founders Heritage Park, and heritage initiatives such as Heritage Week, PROW website, Heritage Project Fund
- Three heritage houses – Adaptive re-use increase community use of these facilities giving more benefit to ratepayers; collection management, sharing resources more equitably and improving co-ordination and collaboration between the houses and other heritage facilities.

5. Conclusion

5.1 The Heritage Activity Management Plan 2015-2025 has been prepared as a document that can inform the LTP 2015 -2025 and will support Council in meeting its obligations under section 93 and Schedule 10 of the Local Government Act 2002.

Debbie Daniell-Smith
Arts and Heritage Adviser

Attachments

Attachment 1: The Heritage Activity Management Plan 2015-2025 ([A372602](#))

Supporting information follows.

| Supporting Information | |
|---|--|
| 1. Fit with Purpose of Local Government | The recommendations comply with section 10 of the Local Government Act 2002. |
| 2. Fit with Community Outcomes and Council Priorities | People Friendly Places. A Strong Economy. A Fun, Creative Culture. |
| 3. Fit with Strategic Documents | Supports the LTP 2012-2022. |
| 4. Sustainability | Sustainability considered in the Plan showing how the activities perform. |
| 5. Consistency with other Council policies | Nelson Regional Policy Statement, Nelson Resource Management Plan, Whakatu Nelson Heritage Strategy, Sustainability Policy, Social Wellbeing Policy. |
| 6. Long Term Plan/Annual Plan reference and financial impact | The LTP will contain the proposed financial budgets and details of the timing of when proposed changes to Levels of Service can be achieved |
| 7. Decision-making significance | This is not a significant decision in terms of the Council's Significance Policy. |
| 8. Consultation | Consultation on funding and key levels of service will occur throughout the Long Term Plan process. |
| 9. Inclusion of Māori in the decision making process | Iwi will be invited to submit on any issues of interest through the LTP. |
| 10. Delegation register reference | N/A. |

Provision of Public Pianos in the CBD

1. Purpose of Report

- 1.1 For Council to consider the proposal that pianos should be provided in the CBD for the enjoyment of passersby.

2. Recommendation

THAT the report Provision of Public Pianos in the CBD (A1140050) and its attachment (A1145197) be received;

Recommendation to Council

THAT Council support a pilot project to have a public piano on Trafalgar Street for a trial period of 12 months;

AND THAT Council not take on any ownership or management of the piano once supplied;

AND THAT the Chief Executive is delegated the authority to terminate the trial at any time should the need arise.

3. Background

- 3.1 At the Community Services meeting on 28 January 2014 Joe Rifici and Joe Gibbons presented the suggestion of a public pianos initiative, which utilised painted pianos placed on the street for members of the public to play. They said in other cities around the world, such pianos had been extensively used and well cared for by the community. They suggested up to three public pianos would be appropriate in the CBD for the enjoyment of passersby.
- 3.2 It was suggested that Council should take over ownership of the pianos once provided and that an annual sum of approximately \$,1000 be allowed for tuning.

4. Discussion

- 4.1 There are two significant aspects of this that Council needs to consider in making a decision; the purpose of local government and enforcement,

along with a few peripheral matters dealt with at the end of the discussion.

Purpose of Local Government

- 4.2 Council will need to turn its mind to whether the provision of this service meets the definition of the purpose of local government as set out in the Local Government Act 2002. Such an activity could be said to be outside the range of services that local government would reasonably be expected to provide for its residents.
- 4.3 It does, however, provide a "local public service" which enhances the experience of the central city for residents/visitors and reinforces Nelson's reputation as a centre that appreciates and nurtures the arts. It is similar in nature to a number of other services Council provides such as recreation opportunities, festivals etc. Whether this is an appropriate activity to support is a judgement for Council to make
- 4.4 If, in Council's view the provision of public pianos is within the purpose, the next matter to consider is the most efficient and effective delivery of the public service (pianos). There is no obvious argument to make that Council owning the pianos would add to efficiency. Conversely, there is an argument to be made that by its very nature it would become more bureaucratic than would be the case if the donors remained the owners.
- 4.5 If Council were to own the pianos then there is a potential conflict. It would both own the assets and be responsible for the bylaw that controls them.
- 4.6 This is not a unique situation for Council to find itself in however if this conflict can be avoided it should be.

Trading in Public Places Enforcement

- 4.7 The controls for the regulatory framework under which Council controls activity in the CBD are in the Trading in Public Places Bylaw No 213 (attachment 1).
- 4.8 A Busker is defined in section 3 and regardless of payment, anyone playing the piano is busking. The piano itself is not covered in any way by the bylaw.
- 4.9 The requirements of a busker are covered in section 7. Section 7.1 states that no person shall perform without first providing Council with their name and contact details and having obtained a copy of the rules.
- 4.10 The intention of the proposal is that people would spontaneously choose to play the pianos. The requirement to inform Council under clause 7.1 prior removes the possibility of any spontaneity.
- 4.11 However 7.1 is effectively not enforced by Nelson City Council now. A busker is not required to produce any evidence that they have complied with 7.1 so when questioned they can say yes and it would take

considerable effort to check. The Manager of the Customer Service Centre advises that enquiries are generally only made when a complaint is received about a busker breaching the rules. This practice would apply to those using the pianos.

- 4.12 Section 7.2 contains all of the other specific requirements for a busker. It would be prudent to attach a summary of the rules to the piano so that any potential player knows the requirements.
- 4.13 Of those requirements in section 7.2, the only issue that will need special attention is under 7.2 ii because, by its size, a piano is more likely to potentially cause an obstruction when compared to most other instruments.
- 4.14 Other matters in 7.2 would be exactly the same as other buskers and should be managed in the same way.

Other Matters

- 4.15 The suggestion from the presenters was that up to three pianos be provided. The recommendation is that this would be a trial. Council will be able to assess the overall impact as well with one piano as three, accordingly, officers recommend a trial with one piano.
- 4.16 If Council had a mind to it could consider making an allowance for tuning in the annual plan and officers could simply pay on receipt of invoice. This seems unnecessary if the option is to allow only one on a trial basis.
- 4.17 It should be noted that this bylaw is due for review in 2017 and that some thought should be given to controlling this sort of activity in the CBD more clearly. That is not to say that we should encourage, allow or exclude this type of activity merely that Council should think about it when that time arrives to review that policy.

5. Conclusion

- 5.1 Council potentially has two roles in this venture. Officers do not consider the ownership option desirable but ongoing management of the pianos could be undertaken at an annual cost of \$1,000 for tuning and a modest amount of staff resource and general compliance with our bylaw.

Hugh Kettlewell

**Group Manager Support Services
Acting Group Manager Community Services**

Attachments

Attachment 1: Trading in Public Places Bylaw [A1145197](#)

No supporting information follows.

TRADING IN PUBLIC PLACES

BYLAW NO 213

1. Introduction 1

2. Repeal 1

3. Definitions 1

4. Hawkers and Mobile Shops 2

 4.1 Licensing 2

 4.2 Application 3

 4.3 Council may prescribe conditions 3

 4.4 Expiry of licences 3

 4.5 Moving on 3

 4.6 Restriction on standing 4

 4.7 Prohibition in Commercial Areas 4

 4.8 Restrictions 4

 4.9 Licence not transferable 4

 4.10 Renewal of licence 4

 4.11 Stopping use of vehicle 4

 4.12 Suspension or revocation of licences 4

 4.13 Production of Licence 4

5. Commercial Services 5

6. Begging / Soliciting of Donations and Selling Lottery Tickets 5

7. Busking 6

8. Sandwich Boards on Footpaths 7

9. Retail Displays on Footpaths 7

10. Advertising 8

11. Applications for Authority 8

12. Power to Request Name and Address 8

13. Fees 8

14. Breach of Bylaw and Penalty 9

Schedule 1: Forms 10

Schedule 2: Fees 26

A1145197

NELSON CITY COUNCIL
TRADING IN PUBLIC PLACES BYLAW
(No. 213)

A bylaw of the Nelson City Council made in pursuance of powers contained within the Local Government Act 2002 and any other authority enabling the Council in that behalf.

1. Introduction

- (i) This bylaw shall be known as “The Nelson City Council Trading in Public Places Bylaw 2007.”
- (i) This bylaw came into effect on Tuesday 5 June 2007.

2. Repeal

That on the coming into effect of this bylaw the Nelson City Council Bylaw 190 (1989) “Trading in Streets and Public Places” and the Nelson City Council Bylaw 202 (2002) “Trading in Streets and Public Places – Other Activities”, shall be repealed.

3. Definitions

“**Busker**”: means any itinerant musician, actor, entertainer or other person who performs in an outdoor setting for the benefit of the public generally, whether such performance is free, for a fixed payment, or for contributions from the audience.

“**City**”: means the territory contained within the City of Nelson as defined in Part 2 Schedule 2 to the Local Government Act 2002.

“**Commercial Services**”: means the soliciting of patronage for, or provision of, any service which is offered or provided, on payment of a fee, charge or other valuable consideration, including an invitation to make a gratuitous contribution, either on a casual basis to passers-by or door to door, and includes the taking and selling of photographs, the production and sale of personal portraits, the telling of fortunes, the soliciting of commercial sexual services, and any other service of any kind whatsoever.

“**Constable**”: includes a Police Officer of any rank.

“**Council**”: means the Nelson City Council.

“**Designated Commercial Area**”: means those areas of the City which are zoned “Inner City Centre;” or zoned “Suburban Commercial” at Victory Square, Tahunanui, or Stoke, under the Nelson Resource Management Plan.

“**Enforcement Officer, or Officer**”: means any person appointed as an Enforcement Officer under the Local Government Act 2002.

“**Footpath**”: means so much of any street as is laid out or constructed by authority of the Council primarily for pedestrians, and includes the edging, kerbing and channelling thereof, and includes any area of land owned or

controlled by the Council which is set aside for the convenience of pedestrians generally, as a square, place, plaza or public accessway.

“Hawker” : means any person who carries or takes about any goods, wares or merchandise for speculative sale to any person, whether or not that sale is intended to be conducted on public or private property.

BUT does not include any person who in response to an invitation to call conducts a sale of any goods, wares or merchandise on private property.

AND does not include any person who operates a mobile shop.

“Mobile Shop” : means a vehicle, whether self propelled or not, from which goods, wares or merchandise (including food) are offered or exposed for sale, or from which such goods, wares, merchandise may be ordered; while such vehicle is in any public place.

BUT does not include any vehicle used for the purpose of transporting and delivering goods, wares or merchandise pursuant to a prior order placed for the delivery of such goods, wares or merchandise.

“Poster Tower”: means any structure, wall or other erection set aside by the Council specifically for use by the public for the display of posters or other advertisements giving notice of coming events.

“Public Place”: means all streets and public car parks within the City owned or controlled by the Council, and all parks and gardens and reserves within the City.

“Sandwich Board”: means any signboard or other advertising device, whether rigid or flexible, including “floppy” signs, flags, banners, “A” frame boards and the like whether designed to be free standing or to be affixed to a building, and which are designed and used for the purpose of advertising any commercial operation or service or product provided by any commercial operation and which stand on any footpath or protrude onto or project over any footpath in a position less than 2.2 metres above such footpath.

“Street”: means the whole of any land which has been laid out by or vested in the Council for the purposes of a road or street, every accessway or service lane under the control of the Council and every square or place intended for use by vehicles.

“Street Stall” : means any vehicle, table, or other construction or erection which pursuant to a licence to occupy issued by the Council is authorised to occupy a dedicated site within the City, and includes an outdoor dining area established with the authority of the Council on any footpath or other public place.

4. Hawkers and Mobile Shops

4.1 Licensing

No person shall within the City carry on business as a hawker, or operate a mobile shop with respect to goods or articles of any description, without having first obtained a licence from the Council.

Provided that nothing in this section will apply to any person carrying on business as a hawker or operator of a mobile shop operating solely under the auspices of an approved street market, a craft market or other similar organisation, or as a street stall.

4.2 Application

- a) Every person wishing to obtain a licence shall make application in writing on the appropriate Form of Schedule 1 hereto and shall with the application provide such other information as that form requires.
- b) Every application shall clearly state the class or classes of food, goods, wares, merchandise or other articles in which the applicant desires to trade.
- c) Every application shall be accompanied by the fee set out in Schedule 2 hereto in respect of such licence. The Council may waive the payment of fees for any licence, where such involves local or nationally recognised charitable or community organisations.
- d) If the applicant wishes to sell articles of food for human consumption the application must be accompanied by all licences which the applicant may be required to obtain under the provisions of any Act, regulation or bylaw relating to the trading and selling of such articles of food, and relating to any vehicle used in connection with selling food for human consumption, and any premises to be used for the preparation or storage of such food.
- e) Any person who operates more than one mobile shop shall hold a separate licence for each mobile shop.
- f) The operator of a mobile shop shall ensure that the current licence is prominently displayed at all times when the mobile shop is being used or operated and the licence shall be available to any Constable or Officer on demand.

4.3 Council may prescribe conditions

The Council may, in issuing a licence to any hawker, or operator of a mobile shop, prescribe any condition or conditions with which such hawker or operator of a mobile shop must comply in carrying on their trade or business, and any hawker or operator of a mobile shop who fails to comply with any such conditions commits an offence against this bylaw.

4.4 Expiry of licences

Subject to Clause 4.12 every licence shall be issued for a period of not more than 12 months.

4.5 Moving on

Every hawker, or operator of a mobile shop, upon being requested to do so by any Constable or Officer, shall move from the public place where they may for the time being be hawking or selling their goods to any other part of such public place, or to any other public place. Any person who fails to comply with any such request commits an offence against this bylaw.

4.6 Restriction on standing

No hawker or operator of a mobile shop shall for the purpose of carrying on business stand or permit the said mobile shop to stand or remain stationary in any public place within the City, for any period longer than 15 minutes in the case of a hawker and 1 hour in the case of any mobile shop.

4.7 Prohibition in Commercial Areas

No hawker or operator of a mobile shop shall on any footpath or other public place within the designated commercial areas engage in their trade or calling with respect to goods or articles of any description whatsoever, except as a street stall.

4.8 Restrictions

The Council may, by resolution, prohibit hawkers, or operators of mobile shops from carrying on business in any specified public place within the City; and may limit or restrict the classes or types of goods that may be offered for sale; and may limit the hours or days during or on which such businesses may be carried on.

4.9 Licence not transferable

No licence issued under this part of this bylaw shall be transferable to any other person, and no such licence shall authorise any person other than the person named therein to carry on the trade or business of hawker or operator of a mobile shop.

4.10 Renewal of licence

Prior to the expiry of any licence a hawker or operator of a mobile shop may make application for renewal. Provided the licensee has complied with the conditions of the licence and on payment of the fee prescribed in Schedule 2 hereto, the licence shall be renewed upon such terms and conditions as the Council may consider appropriate for up to 12 months.

4.11 Stopping use of vehicle

The Council may require any licensed hawker or operator of a mobile shop to discontinue the use of any vehicle used in undertaking the business.

4.12 Suspension or revocation of licences

The Council may suspend or revoke any licence issued to any hawker or operator of a mobile shop where it is satisfied that there has been a breach of the conditions upon which the licence was issued, or in any case where the holder of the licence has been convicted of an offence relating to or in connection with the trade conducted pursuant to the said licence. This action shall be in addition to and not in substitution for any action which may be taken pursuant to clause 14 hereof.

4.13 Production of Licence

Every licence holder shall make the licence available to any Constable or Officer who shall demand production of the licence.

5. Commercial Services

- 5.1 No person shall, without first obtaining a licence from the Council, stand in or occupy or use any portion of any public place for the purpose of providing a commercial service.
- i) Every application for a licence shall be in writing on the appropriate Form of Schedule 1 hereto.
 - ii) Every application shall clearly state:
 - a) The type of services to be provided;
 - b) The public places where such services are proposed to be provided;
 - c) The time during which the services are to be offered.
 - iii) Every application shall also be accompanied by the fee prescribed in Schedule 2 hereto.
- 5.2 Every licence issued shall be subject to such conditions as the Council may impose. Without limiting the generality of the foregoing, the Council may impose conditions requiring or governing:
- i) The duration of the licence;
 - ii) The public place or places in which the applicant is permitted to stand and length of stay per day;
 - iv) The hours during which the applicant may so stand.
 - v) The type of service permitted to be given.

No person shall stand or sell except in conformity with the terms of such licence.

- 5.3 No licence holder shall transfer such licence to any other person, nor shall any licence holder act under the authority of a licence issued to any other person.
- 5.4 Every licence holder shall make the licence available to any Constable or Officer who shall demand production of the licence.
- 5.5 The Council, or the Police, may at anytime for reasons of public health or safety withdraw any licence issued, or require that the services provided in a particular public place cease for such period as the Council or Police deem necessary.

6. Begging / Soliciting of Donations and Selling Lottery Tickets

- 6.1 No person shall stand in or on, or occupy any portion of any public place for the purpose of begging or for the soliciting of donations or other gratuitous contributions, or gifts of any kind, whether or not the soliciting involves the exchange of any token or other item, without the written authority of the Council.

- 6.2 No person shall stand in or on or occupy any portion of any footpath or any other public place for the purpose of selling tickets in any lottery (as defined within the Gambling Act 2003) without the written authority of the Council.
- 6.3 Application for authority to undertake any activity prohibited by Clause 6.1 or 6.2 above shall be on the appropriate Form of Schedule 1 hereto, and accompanied by the fee prescribed in schedule 2 hereto.
- 6.4 Authority to undertake any activity prohibited by 6.1 or 6.2 above will only be granted where the Council is satisfied that the activity is by or on behalf of a local school, community group, or a local or Nationally recognised charity.
- 6.5 Every person engaged in the activity for which authority under this clause has been given shall hold a copy of such authority and shall make available such copy to any Constable or Officer, on demand.

7. Busking

- 7.1 No person shall perform as a busker in any public place without having first provided their name and contact details to the Council and having obtained a copy of the rules set out in Clause 7.2 below.
- 7.2 No person shall while performing as a busker in any public place;
- i) Occupy any footpath adjacent to any retail or other commercial premises without the consent of the owner or Manager of such premises.
 - ii) Occupy any footpath or pedestrian way in such a way as to obstruct or impede the free movement of pedestrians along the footpath, or way or through the public place;
 - iii) Allow the persons forming the audience to obstruct or impede the free movement of pedestrians along the footpath or way or through the public place;
 - iv) Use language or behaviour which is abusive, insulting, threatening or offensive.
 - v) Undertake or perform any busking activity which generates any noise which in the opinion of any Officer or Constable unreasonably interferes with the peace, comfort and/or convenience of any person or persons.
 - vi) Continue to occupy any place or site on a footpath or in any public place for longer than 30 minutes in any 2 hour period, or after being requested by an Officer or Constable, to move to another place or site.
- 7.3 An Officer or Constable may require any busker who has not advised the Council of their intention to busk, or who is not complying with the provisions of this clause or otherwise causing a nuisance or obstructing the free passage of pedestrians by the busking, and/or spectators, to forthwith cease the busking.
- 7.4 i) The Council may by resolution specify particular types of busking activities which will be subject to a permit, and may determine, as part

of that resolution, the form of application to be made and the terms and conditions to which such permit will be subject;

- ii) Where any specific busking activity has been resolved by the Council to require a permit it shall be an offence for any person to carry on any such busking activity without first obtaining and holding a valid permit.

8. Sandwich Boards on Footpaths

- 8.1 No person shall display or cause to be displayed on the footpath adjacent to any retail or other business premises any sandwich board which does not relate directly to the business or promote or display the products or services specific to the business carried on within such premises.

AND no person in respect of any business premise within a Designated Commercial Area shall display or cause to be displayed more than one such sandwich board.

Provided that where any such business has frontage to more than one street or public place one sandwich board may be displayed at each frontage.

AND no person shall display or continue to display on any footpath any sandwich board which due to its design or location on the footpath constitutes a hazard for pedestrians or which reduces the width of the footpath available to pedestrians to less than two metres.

- 8.2 Any sandwich board displayed shall be located immediately adjacent to the business to which it relates and shall be sited so as to extend no further onto the footpath than 600mm from the frontage of the said business.

Provided that where the business is situated on other than the ground floor, or is situated within a lane or Mall in such a way that the frontage to the footpath consists of no more than an entrance or doorway, the sandwich board may be sited adjacent to the kerb, directly in front of the said entrance, and extending no more than 600mm onto the footpath from the kerb.

- 8.3 For the avoidance of doubt the term "sandwich board" does not include any advertising board or flyer or poster holder which is fastened to or otherwise set against and displayed parallel to, the front wall of the business concerned.

9. Retail Displays on Footpaths

- 9.1 No person, being the operator of a business within a designated commercial area, shall place, erect, or establish on the footpath adjacent to the said business any display whether of goods sold from the business or not, except in conjunction with, and as part of any general promotion or other like event within the said designated commercial area.

Provided that no person shall establish on the footpath any display which due to its design or location on the footpath constitutes a hazard for pedestrians or which reduces the width of the footpath available for pedestrians to less than 1.5 metres.

10. Advertising

- 10.1 No person shall, for the purpose of advertising or of disseminating news or any other information, or as decoration or personal aggrandizement or promotion, place or affix or display any banner, placard, poster, or other material bearing any writing or pictorial representation, hereinafter called an "advertisement", in or on any street or any other public place, or tree or structure which is administered by or under the control of the Council, other than a dedicated "poster tower"; or write, paint, chalk, spray or etch on, or otherwise mark any street, footpath, tree or structure which is administered by or under the control of the Council, without the authority of the Council or as provided by any licence to occupy issued by the Council which specifically authorises such advertising.
- 10.2 (a) Every application for authority shall be in writing on the appropriate form of Schedule 1 hereto and shall clearly state the following:
- i) The material to be utilised in the production of the "advertisement";
 - ii) The location and dimensions of the proposed "advertisement";
 - iii) A description of the words or picture or other manner in which the message is to be expressed;
 - iv) The start date of the advertising and the period of time for which the "advertisement" is to be displayed.
- 10.3 Authority to undertake such advertising will only be granted where the Council is satisfied that the advertisement is for an identifiable public or community purpose, will cause no detraction from the amenities of the city nor inhibit or interfere with the use of the immediate area by the public, and will not cause harm to or otherwise damage the thing on which the advertisement is to be fixed or made.

11. Applications for Authority

Notwithstanding the provisions of Clauses 6.3 and 10.2 hereof the Council may, where it considers it appropriate, accept applications for authority which are not in the specified format via e-mail.

12. Power to Request Name and Address

Any person, who is reasonably suspected by any Constable with having committed an offence against this bylaw, who fails or refuses, when required by the Constable, to give his name and/or address, or gives a false name and/or address, shall be guilty of a breach of this bylaw.

13. Fees

The Council may from time to time by use of the Special Consultative Procedure change or add to the fees listed in Schedule 2 hereto.

14. Breach of Bylaw and Penalty

- 14.1 Any person who acts in breach of any provision of this bylaw commits an offence and is liable upon conviction to a fine not exceeding \$500, or in the case of a continuing offence to a further fine not exceeding \$50 for every day on which the breach has continued.
- 14.2 Notwithstanding the provisions of Clause 14.1 above, where the offence relates to the display on any footpath of any sandwich board or retail goods contrary to Clauses 8 or 9 hereof, any Enforcement Officer may, after giving the owner of the said sandwich board or goods reasonable opportunity to remove them from the footpath, seize and impound such sandwich boards or goods as remain on the said footpath, and to hold and deal with same in accordance with the provisions of Section 167 of the Local Government Act 2002.

The foregoing bylaw was duly made by the Nelson City Council at the Ordinary Meeting of the Council held on the 24th day of May 2007.

The COMMON SEAL of the (
NELSON CITY COUNCIL (
was hereto affixed in the (
presence of: (

Mayor

Chief Executive

SCHEDULE 1: FORMS

- Form 1: Application for Hawkers Licence
- Form 2: Hawkers Licence
- Form 3: Application for Mobile Shop Licence
- Form 4: Mobile Shop Licence
- Form 5: Application for permit to provide Commercial Service
- Form 6: Commercial Services Permit
- Form 7: Application for permit to solicit donations or sell lottery tickets
- Form 8: Permit to solicit Donations or sell Lottery Tickets
- Form 9: Application for authority to carry out advertising
- Form 10: Authority to Carry Out Advertising

Nelson City Council

Trading in Public Places - Bylaw 213

Application Form

Hawker's Licence

I, _____
(full name)

of _____

(full residential address)

(Phone)

Hereby apply, pursuant to Nelson City Bylaw No 213 for a Licence to hawk the following goods.

Nature of goods to be offered for sale:

Address of premises to be used for the preparation or storage of any food:

Prescribed fee attached: \$50.00

Date: _____

Applicant's Signature _____

.....

OFFICE USE ONLY

Application approved/declined

Receipt No _____

Date: _____

Per Chief Executive



Trading in Public Places - Bylaw 213
Hawker's Licence

The person named herein is authorised to ply the trade of a hawker within Nelson City subject to the terms and conditions as set out.

Full name of licence holder: _____

Address: _____

Product licenced to sell: _____

Expiry date: _____

Special conditions (if any) _____

Signed: _____

For Chief Executive

Date: _____

Licence Conditions

1. This licence must be available on demand, to any constable or officer of the Council.
2. No trade is allowed on any reserve without the specific consent of the Council.
3. No trade is allowed on the State Highway, except with the specific consent of Transit New Zealand (C/O Opus Consultants, phone 548 1099).
4. The Council may limit the class of goods to be sold, and the hours or days during which business can be carried out. Hawking is only permitted between the hours of 9.00am and 6.00pm.

Nelson City Council
Trading in Public Places - Bylaw 213
Application Form
Mobile Shop Licence

I, _____
(full name)

of _____

(full residential address)

(Phone)

Hereby apply, pursuant to Nelson City Bylaw No 213 for a Licence to operate a Mobile Shop within the City of Nelson.

Nature of goods to be offered for sale:

Registration number of vehicle to be used: _____

Note: A separate application is required in respect of each vehicle to be operated.

Address of premises to be used for the preparation or storage of any food:

Prescribed fee attached: \$50.00

Date: _____

Applicant's Signature _____

.....

OFFICE USE ONLY

Application approved/declined

Receipt No _____

Date: _____

Per Chief Executive



Trading in Public Places - Bylaw 213

Mobile Shop Licence

The person named herein is authorised to operate a Mobile Shop within Nelson City subject to the terms and conditions as set out.

Full name of licence holder: _____

Address: _____

Registration number of vehicle used: _____

Note: This licence is to be displayed within this vehicle.

Product licenced to sell: _____

Expiry date: _____

Special conditions (if any) _____

Signed: _____

For Chief Executive

Date: _____

Minutes of a meeting of the Nelson Youth Council

**Held in the Council Chamber, Civic House, Trafalgar Street,
Nelson**

On Monday 10 February 2014, commencing at 1.02pm

Present: Carla Lindley (Chair), Joseph Cotton, Chloe Rumsey, Daniel Leaper, Emily-Rose James, Chia-Wei Jao, Jethro Burr, Daniel Kirby, Finlay Langelaan, Sophie Smith, Bawi That, Harry Tod-Smith, Chelcie-Mei Phillips, Rosa Wilkie, Patrick Gerard, Samantha Stephens, Nick Erasmuson, Hannah Malpas, Apitoni Filiaj, Pearl Jordan

In Attendance: Councillors M Lawrey and P Rainey, Social Wellbeing Adviser (R Large), Community Services Cadet (T Zanoni), and Administration Adviser (E-J Ruthven)

1. Introductions

Youth councillors briefly introduced themselves.

2. Apologies

There were no apologies.

3. Confirmation of Minutes – 22 October 2013

Resolved

THAT the minutes of a meeting of the Nelson Youth Council, held on 22 October 2013, be confirmed as a true and correct record.

Stephens/Tod-Smith

Carried

4. Tahuna Youth Mural

Arts and Heritage Adviser, Debbie Daniell-Smith, joined the meeting. She said that the urban art boards at the Tahuna Youth Park have been removed and would be replaced with a mural, and she explained the design brief going to schools and the process for selecting an appropriate mural.

She noted the role that Youth Council would have in selecting the design for the mural, and painting it over the Easter weekend. She added that there is potential the current urban art boards would be reinstated on the reverse side of the mural.

Youth councillors agreed that a discussion group be formed to work on this project, and the following youth councillors indicated their interest in participating: Joseph Cotton, Carla Lindley, Chloe Rumsey, Hannah Malpas, Emily James, Daniel Kirby, Sophie Smith, Harry Tod-Smith, Rosa Wilkie, Chelcie-Mei Phillips, Patrick Gerard, Samantha Stephens, Nick Erasmus.

5. Road Safety Adviser

Marg Parfitt, Road Safety Adviser, spoke about the Rocks Road walking and cycling project, and outlined the work on this project carried out to date. She said that Council would shortly be considering a 'long-list' of options for Rocks Road walking and cycling outcomes, and that a short-list would be put out for public consultation, at which point Youth Council would be invited to give feedback.

Ms Parfitt then outlined the likely timeframes for any work required to improve walking and cycling on Rocks Road, dependent on the outcome of public consultation and final Council decision-making.

6. Gigatown

Matthew Dodd, from Datacom, and David Brydon, from technology business Kiwi AR, joined the meeting and spoke about the Gigatown competition. They explained the way the competition ran, and outlined the potential benefits should Nelson win the competition.

Mr Dodd and Mr Brydon explained the importance of Nelson being in the top 5 cities by September 2014, in order to be able to proceed further with the competition. They said they would like to involve young people in Nelson in the competition, and noted that the benefits of winning could have a major impact in young people in Nelson.

They encouraged all youth councillors to sign up to the competition at www.gigatown.co.nz, and to utilise #gigatowwnsn or #gigatowwnelson in social media interactions. They added that they would like each school to plan and manage a sign-up campaign, and said prizes would be available to schools gathering the greatest number of additional points.

Mr Dodd and Mr Brydon also encouraged youth councillors to develop ideas for campaign planning. Youth councillors encouraged radio advertising as a useful medium for reaching a broad range of young people.

Youth councillors discussed internet usage amongst young people, and acknowledged the potential benefits available to young people through

faster internet speed. There was a brief discussion regarding potential ways each school could be involved in the competition, including using the #gigatownnsn on internal school websites.

7. Parks and Reserves Assets Management Plan

Parks and Facilities Asset Planner, Andrew Petheram, spoke about the development of the Parks and Reserves Asset Management Plan (AMP). He noted that the development of the AMP had highlighted increasing costs related to collecting rubbish from parks and reserves, particularly in areas where there were rubbish bins available, and asked youth councillors to brainstorm ideas for an awareness campaign around preventing littering.

In response to a question, Mr Petheram confirmed that a large proportion of litter dumped in parks and reserves originated from fast food outlets, and confirmed that discussion were underway with fast food outlets to assist with building awareness as well.

There was a brief discussion regarding this issue, and youth councillors offered the following suggestions:

- Placing recycling bins, as well as rubbish bins, in parks and reserves in order to reduce the amount of litter in parks and reserves;
- Publicise the amount of rates going towards litter collection, in order to draw attention to the issue; and
- Consider further ways in which messaging about littering is provided in schools.

8. National Drug Policy Submission

Hannah Malpas explained that the Ministry of Health was currently re-writing the National Drug Policy, and there was an opportunity for Youth Council to write a submission.

It was agreed that Hannah Malpas would write a submission, which would be circulated around youth councillors prior to submitting it to the Ministry of Health.

9. Chairperson and Nelson Youth Council representation Rosters

9.1 Youth Council Meetings

The Chairperson explained that there would be opportunities for youth councillors to chair Youth Council meetings throughout the year.

Rach Large added that Councillor Rainey would run a training session regarding chairing meetings.

The following youth councillors indicated their interest in chairing a Youth Council meeting: Joseph Cotton, Chloe Rumsey, Jethro Burr, Daniel Kirby, Harry Tod-Smith, Emily-Rose James, Chelcie Phillips, Rosa Wilkie, Patrick Gerard, Nick Erasmuson and Sam Stephens.

9.2 Youth Council Representatives at Council Committee Meetings

The Chairperson explained that there would be an opportunity for youth councillors to attend Council or committee meetings throughout the year.

The following youth councillors indicated their interest in attending a Council or committee meeting: Carla Lindley, Joseph Cotton, Chloe Rumsey, Daniel Leaper, Emily-Rose James, Chia-Wei Jao, Jethro Burr, Daniel Kirby, Finlay Langelaan, Sophie Smith, Harry Tod-Smith, Chelcie-May Phillips, Rosa Wilkie, Patrick Gerard, Samantha Stephens, Nick Erasmuson, Hannah Malpas, Apitoni Filiai, and Pearl Jordan.

Youth councillors further noted their preferences for attending Community Services Committee meetings where they provide an update to the meeting regarding Youth Council activities, and noted their availability for attending meetings during school holidays.

Resolved

THAT the schedule for meetings of the Nelson Youth Council for 2014 be confirmed.

Stephens/Phillips

Carried

10. The Wood Community Treasure Hunt

Harry Tod-Smith explained that Youth Council had been approached by the organisers of The Wood Community Treasure Hunt, to see if Youth Council wanted to be involved with this event, taking place on Sunday 23 March 2014 from 1-3pm. He said the format of the event was similar to the 'Amazing Race' event, which Youth Council had run in May 2013.

There was general agreement that participating in this event would provide Youth Council with good promotion at little cost. It was further agreed that a sub-group be set up to plan for this event, with a meeting to take place on Monday 17 February 2014. The following Youth Councillors expressed their interest in being involved: Samantha Stephens, Bawi That, Pearl Jordan, Nick Erasmuson, Apitoni Filiai, Rosa Wilkie, Chelcie Phillips, Harry Tod-Smith, Sophie Smith, Finlay Langelaan, Jethro Burr, Chia-Wei Jao, Emily James, Hannah Malpas, Daniel Leaper, Chloe Rumsey, Joseph Cotton, Patrick Gerard, and Carla Lindley.

11. Youth Council Constitution

Document number A362824, agenda pages 8-13 refer.

The Chairperson explained that the constitution could be further reviewed at any point during the year.

Resolved

THAT the Nelson Youth Council constitution (A362824) as presented to the Youth Council on 10 February 2014, including the following amendments, be adopted:

i) The date be amended to 2014.

Tod-Smith/Erasmuson

Carried

12. Draft Local Approved Products Policy

Document number A1130368, agenda pages 14-15 refer.

Samantha Stephens spoke about the process of collecting survey data and writing the Youth Council submission to the draft Local Approved Products Policy. She explained that the hearing would take place on Thursday 20 February at 8.45am, and the following youth councillors indicated that they would attend to present the submission: Carla Lindley, Patrick Gerard, Harry Tod-Smith, Chloe Rumsey, Daniel Leaper, Hannah Malpas, Daniel Kirby, Sophie Smith, and Apitoni Filiai.

The Chairperson explained that the Ministry of Health had extended its timeframes for releasing further information regarding the proposed regulations for this issue, and that, as a consequence, the process for approving the Policy may also slow.

Resolved

THAT the Nelson Youth Council submission to the draft Local Approved Products Policy (A1130368) be received

Kirby/Stephens

Carried

13. Submission to the Proposed Amendments to the National Policy Statement for Freshwater Management 2011

Document number A1136405, agenda page 16 refers.

The Chairperson spoke about the process of drafting this submission.

Resolved

THAT the Nelson Youth Council submission to the Proposed Amendments to the national Policy Statement for freshwater Management 2011 be received.

Gerard/Burr

Carried

14. Meet and Greet

Rach Large explained that there would be an opportunity for youth councillors to attend a Council meeting in order to meet councillors. There was general agreement that 6 March was the most appropriate Council meeting date for this purpose.

15. Council Meetings

15.1 Community Services Committee meeting and Planning and Regulatory Committee meeting – 21 November

Document number A1115316, agenda page 17 refers.

The meeting report was noted.

15.2 Works and Infrastructure Committee meeting and Governance Committee meeting – 28 November 2013

Document number A1115313, agenda page 18 refers.

The meeting report was noted.

15.3 Community Services Committee meeting and Planning and Regulatory Committee meeting - 28 January

Document number A1115524, agenda page 19 refers.

Hannah Malpas noted the main topics covered at these meetings, and spoke about the experience of attending them.

16. Youth Council Promotional Materials

Rach Large explained that promotional materials were available to be collected and distributed around school notice boards.

17. General Business

17.1 Reserves Bylaw

Rach Large explained that the Reserves Bylaw was currently open for submissions, and it was agreed Patrick Gerard would draft a Youth Council submission for this.

17.2 Youth Council Activities

Rach Large spoke about the importance of youth councillors responding to messages, and the need to be fully engaged with Youth Council activities.

17.3 Youth Council T-Shirts

Rach Large asked youth councillors to ensure that Thalia Zanoni had all T-shirt sizes, and said that a group photo of youth councillors wearing their Youth Council T-shirts would take place at the conclusion of the next meeting.

17.4 Spirit of Adventure/Outward Bound

Rach Large explained that there were six grants of \$500 available for Nelson-based students taking part in the Spirit of Adventure or Outward Bound courses.

17.5 School Contacts

Rach Large encouraged youth councillors attending the same school to meet in-between Youth Council meetings. She noted the importance of there being one youth councillor reporting to each school's deputy principal.

17.6 Live Nelson

Rach Large explained that there may be an opportunity for a 200-word Youth Council article in Live Nelson once a month. The following youth councillors expressed an interest in writing articles: Carla Lindley, Chloe Rumsey, Hannah Malpas, Jethro Burr, Sophie Smith, Pearl Jordan, Harry Tod-Smith, Nick Erasmuson, Samantha Stephens and Patrick Gerard.

17.7 General Housekeeping

Rach Large explained the process around the end of year letter. She also spoke about the various meeting rooms that youth councillors would need to access through the year. She added the importance of youth councillors assisting with collecting name plates and clearing the meeting room following each meeting.

There being no further business the meeting ended at 2.38pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date