



# AGENDA

**Ordinary meeting of the**

**Nelson City Council**

**Thursday 9 October 2014  
Commencing at 9.00am  
Council Chamber  
Civic House  
110 Trafalgar Street, Nelson**

Membership: Her Worship the Mayor Rachel Reese, Councillors Luke Acland, Ian Barker, Ruth Copeland, Eric Davy, Kate Fulton, Matt Lawrey, Brian McGurk, Paul Matheson (Deputy Mayor), Gaile Noonan, Pete Rainey, Tim Skinner, and Mike Ward

## **Opening Prayer**

## **Apologies**

### **1. Confirmation of Order of Business**

### **2. Interests**

2.1 Updates to the Interests Register

2.2 Identify any conflicts of interest in the agenda

### **3. Public Forum**

3.1 Free Parking

Graeme O'Brien will be attending to discuss free parking.

3.2 Winter Free Car Parking

Scott Gibbons will be attending to discuss free parking.

### **4. Confirmation of Minutes – 28 August 2014**

**11-26**

Document number A1242232

Recommendation

***THAT the minutes of the meeting of the Nelson City Council, held on 28 August 2014, be confirmed as a true and correct record.***

### **5. Status Report – Council 9 October 2014**

**27-28**

Document number A1168168

Recommendation

***THAT the Status Report – Council 9 October 2014 (A1168168) be received.***

**6. Mayor's Report**

**7. Alternative Meeting Format for Joint Council Matters 29-35**

Document number A1231068

Recommendation

**THAT the report Alternative Meeting Format for Joint Council Matters (A1231068) and its attachment (A1251959) be received;**

**THAT Nelson City Council and Tasman District Council meet as a joint committee of the two councils to determine matters relating to Statements of Expectation for Port Nelson Ltd, Nelson Airport Ltd and Tasman Bays Heritage Trust;**

**AND THAT the delegations/terms of reference for the Joint Council of Tasman District and Nelson City Council as outlined in Attachment 1 (A1251959) be adopted;**

**AND THAT a Joint Shareholders' Committee, comprising the Mayor, Deputy Mayor and Committee Chairs from each council and the Chair of Tasman District Council Audit sub-committee have delegated authority to adopt Statements of Intent/ Statement of Corporate Intent, to appoint and set remuneration for directors and to negotiate on any other matters in relation to jointly owned CCOs;**

**AND THAT the delegations/terms of reference for the Joint Shareholders Committee as outlined in Attachment 1 (A1251959) be adopted;**

**AND THAT Port Nelson Ltd, Nelson Airport Ltd and Tasman Bays Heritage Trust (jointly owned), Nelson Tasman Tourism Ltd and the Nelson Regional Economic Development Agency (owned solely by Nelson City Council) be invited to make six monthly presentations to the joint council meeting.**

**8. Waimea Community Dam (Lee Valley)**

**36-52**

Document number A1240071

Recommendation

***THAT the report Waimea Community Dam (Lee Valley)(A1240071) and its attachments (A1248296, A1246928 and A1247016) be received;***

***AND THAT Council funds up to \$25,000 unbudgeted expenditure in 2014/15 for the preparation of an independent report on the economic benefit/cost to Nelson City that may arise from the construction and operation of the Waimea Community Dam;***

***AND THAT following completion of this work, Council consider appropriate provision in the Long Term Plan 2015-25 for a contribution towards the construction of the Waimea Community Dam, reflecting the local and regional benefit of the project.***

**REPORTS FROM COMMITTEES**

**9. Nelson Regional Sewerage Business Unit – 20 June 2014**

**53-60**

Document number A1212937

***THAT the unconfirmed minutes of a meeting of the Nelson Regional Sewerage Business Unit, held on 20 June 2014, be received.***

**10. Works and Infrastructure Committee – 4 September 2014**

**61-65**

Document number A1245605

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Works and Infrastructure Committee, held on 4 September 2014, be received.***



**11. Community Services Committee - Community Assistance Funding 2014/15 – 8 & 9 September 2014**

**66-90**

Document number A1247085

Recommendation

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Community Services Committee - Community Assistance Funding 2014/15, held on 8 & 9 September 2014, be received.***

**11.1 One off Grant Applications**

Recommendation to Council

***THAT the following one-off contracts be approved because the benefits to the community outweigh the individual reasons as to why they have not met the individual criteria of the policy as they stand:***

- ***Nelson Community Christian Night Shelter***
- ***Nelson Multicultural Council***
- ***Chin Community of Nelson.***

**11.2 Contract Applications**

Recommendation to Council

***THAT Council give consideration to the sum of up to \$15,000 being allocated amongst the following organisations from the budget allocated to the Nelson School of Music through the Annual Plan 2014/15:***

- ***Nelson Civic Choir***
- ***Nelson Male Voice Choir***
- ***Nelson Symphony Orchestra***

**12. Community Services Committee – 11 September 2014**

**91-98**

Document number A1247833

Recommendation

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Community Services***

***Committee, held on 11 September 2014, be received.***

**13. Works and Infrastructure Committee to deliberate on submissions to the draft Water Supply and Wastewater Bylaws – 16 September 2014**

**99-101**

Document number A1250686

Recommendation

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Works and Infrastructure Committee to deliberate on submissions to the draft Water Supply and Wastewater Bylaws, held on 16 September 2014, be received.***

**13.1 Analysis of Submissions on the Draft Wastewater Bylaw**

Recommendation to Council

***THAT the Wastewater Bylaw, as amended to reflect the Works and Infrastructure Committee's decision on submissions, be adopted.***

**13.2 Approval of Draft Water Supply Bylaw (No.223)**

Recommendation to Council

***THAT the Water Supply Bylaw (A1181471) be adopted.***

**14. Works and Infrastructure Committee – 16 September 2014**

**92-107**

Document number A1251114

Recommendation

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Works and Infrastructure Committee, held on 16 September 2014, be received.***

**15. Regional Transport Committee – 17 September 2014** **108-119**

Document number A1250521

Recommendation

***THAT the unconfirmed minutes of a meeting of the Regional Transport Committee, held on 17 September 2014, be received.***

Note: These are unconfirmed minutes as at release of 9 October Council agenda, but should be confirmed by time of 9 October meeting.

**16. Planning and Regulatory Committee – 18 September 2014** **120-130**

Document number A1251236

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Planning and Regulatory Committee, held on 18 September 2014, be received.***

16.1 National Policy Statement – Freshwater Management

Recommendation to Council

***THAT the Nelson Resource Management Plan is amended under section 55 of the Resource Management Act 1991 (without using the process in Schedule 1) to reflect the National Policy Statement for Freshwater Management Policy A4.***

16.2 Using Discretion to Reduce Alcohol Licensing Fees

Recommendation to Council

***THAT the use of discretion in the Sale and Supply of Alcohol (Fees) Regulations 2013, to reduce alcohol licensing fees is delegated to the Licensing Inspector and Chief Licensing Inspector in the "particular circumstances" outlined in clauses a), b), c) and d) of section 5.7 and clauses e), f) and g) of section 5.15 of this report;***

**AND THAT outside of those "particular circumstances", discretion to reduce alcohol licensing fees in accordance with the Sale and Supply of Alcohol (Fees) Regulations 2013 is delegated to the Chief Executive and Group Manager, Strategy and Environment;**

**AND THAT fee category reductions as a result of "particular circumstances" be applied retrospectively to on licences, off licences and club licences since the Sale and Supply of Alcohol (Fees) Regulations 2013 were introduced.**

**17. Governance Committee – 25 September 2014 131-139**

Document number A1255587

Recommendation

**THAT the unconfirmed minutes of a meeting of the Governance Committee, held on 25 September 2014, be received.**

**17.1 Development Contributions Interim Policy**

**THAT Council adopts the amendments to the Development Contributions Policy identified in Attachment 1 to this report (A1231506);**

**AND THAT Council approves the delegations under the Local Government Act 2002 in relation to development contributions as identified in Attachment 2 to this report (A1231510);**

**AND THAT Council approves the fees in respect of administering the Development Contributions Policy as \$255.00 for an Application for Reconsideration where original documentation provided by the applicant was incomplete or incorrect, and \$2,750.00 as a deposit for a Development Contributions Objection Hearing.**

**17.2 2013/2014 Capital Programme – Carry Forwards into 2014/2015**

**THAT \$1,856,618 of unspent capital budget from 2013/14 be carried forward for use in 2014/15;**

**AND THAT \$153,237 of capital spent in 2013/14 be offset against 2014/15 budgets;**

**AND THAT a net amount of \$164,077 operating budget be carried forward for use in 2014/15.**

**PUBLIC EXCLUDED BUSINESS**

**18. 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:***

<b>Item</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Particular interests protected (where applicable)</b>
<b>1</b>	<b>Council minutes Public Excluded – 28 August 2014</b>	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(b) To protect information that may disclose a trade secret or the commercial position of a person</li> <li>• Section 7(2)(c) To protect information that is subject to an obligation of confidence</li> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
2	<p><b>Status Report Public Excluded – 9 October 2014</b></p> <p>This report contains information regarding:</p> <p>Plan Change 18 Appeals</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"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
3	<p><b>Works and Infrastructure Committee - Public Excluded Minutes – 4 September 2014</b></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"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
4	<p><b>Community Services Committee - Public Excluded Minutes – 11 September 2014</b></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"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>

## 19. 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 Samantha Stephens and Jackie Liang will be in attendance at this meeting.**

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## Minutes of a meeting of the Nelson City Council

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

**On Thursday 28 August 2014, commencing at 9.03am**

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Present: Her Worship the Mayor (R Reese), Councillors I Barker, R Copeland, E Davy, K Fulton, M Lawrey, G Noonan, P Rainey, T Skinner, and M Ward

In Attendance: Chief Executive (C Hadley), Group Manager Infrastructure (A Louverdis), Group Manager Strategy and Environment (C Barton), Group Manager Community Services (C Ward), Group Manager Corporate Services (N Harrison), Senior Strategic Adviser (N McDonald), Manager Administration (P Langley), Administration Adviser (G Brown)

Apologies: Councillors L Acland, B McGurk and P Matheson

### Opening Prayer

Councillor Copeland gave the opening prayer.

#### 1. Apologies

Resolved

***THAT apologies be received and accepted from Councillors Acland, McGurk, and Matheson, and from Councillor Rainey for early departure.***

Her Worship the Mayor/Davy

Carried

#### 2. Confirmation of Order of Business

##### 2.1 Public Forum

Her Worship the Mayor explained that there were two additional public forums to that listed on the agenda.

##### 2.2 Public Excluded Agenda

Her Worship the Mayor added that the documents that had been tabled related to the Mayor's Report (A1236809) and Status Report

(A1168168) which now contained information which was previously held within the Public Excluded agenda.

She advised that there would be a change to the order of business in that the Public Excluded Mayor's Report would be discussed before receiving the Committee minutes in the public agenda.

### 2.3 Exclusion of the Public

Her Worship the Mayor explained that directors of Tourism Nelson Tasman Limited, Sharon McGuire and Terry Horne, would be in attendance for Item 7 of the Public Excluded agenda to answer questions and, accordingly, the following resolution was required to be passed:

Recommendation

***THAT, in accordance with section 48(5) of the Local Government Official Information and Meetings Act 1987, the directors of Tourism Nelson Tasman Limited, Sharon McGuire and Terry Horne remain after the public has been excluded, for Item 7 of the Public Excluded agenda (Future of Tourism Services), as they have knowledge that will assist the Council;***

***AND THAT, in accordance with section 48(6) of the Local Government Official Information and Meetings Act 1987, the knowledge that Sharon McGuire and Terry Horne possess relates to the activities of Tourism Nelson Tasman Limited, which is relevant to the Future of Tourism Services.***

Her Worship the Mayor/Barker

Carried

### 3. Interests

There were no updates to the Interests Register, and no interests with agenda items were declared.

### 4. Public Forum

#### 4.1 Nelson's Digital Strategy

Matthew Dodd and Richard Chadderton spoke about Nelson's Digital Strategy. Mr Dodd discussed that a roadmap was being compiled to illustrate the opportunities in Nelson. He advised that digital strategies were being considered in other cities in New Zealand and internationally.



Mr Dodd said that the next step would be obtaining the views from the community in relation to ultra fast internet within commercial and non commercial sectors. He advised that there was a team working to analyse the material researched and build the strategy, and that after the strategy was complete a creative team would communicate the digital strategy to the Nelson community.

Mr Chadderton said that the direction was to become digital residents and that this could be accelerated by the digital strategy. Mr Dodd explained that there could be a cultural change in the way businesses use the internet by collaborating with other businesses worldwide.

In response to a question, Mr Dodd suggested that most people had internet access, but ensuring Wifi access in areas that needed it most, would be important.

In response to a further question, Mr Dodd indicated that central government had committed funds for high speed internet access along with the necessary infrastructure. He said that an online gigatown quiz was taking place, which he encouraged councillors to support.

#### 4.2 Nelson Airport Statement of Intent

Steve Cross spoke about the Nelson Airport Statement of Intent and advised that he was not in support of Council accepting this document. He suggested that Clause 11, The Directors' Estimate of Company Value was inaccurate and that Council needed to review Nelson Airport's financial projections. He said he believed that the company value was in excess of \$30 million, and suggested that Nelson Airport should be performing better.

In response to a question, Mr Cross advised that by having low asset values, a perception was given that an organisation was performing better than its actual results, and that this was misleading.

In response to further questions, Mr Cross suggested that increasing parking charges at the airport would reduce ratepayers subsidising the airport and he believed that that there was no correlation between increasing costs and the number of people utilising the airport.

#### 4.3 Performance of Elected Members

Jim Cable spoke about the general performance of the elected members. He said he wanted good decision making from councillors for projects that represented Nelson's best interests.

Mr Cable discussed the traffic flow issues at peak times along Rocks Road and Waimea Road, and said that the Rocks Road improvement proposals did not take into consideration the Southern Link. He said he believed that the Southern Link would not substantially affect the Victory Community.

Mr Cable said that Council was spending excessive time on the interests of cyclists and that there were more vehicles on roads which needed to be the priority.

In response to a question, Mr Cable advised that he had provided feedback to the Rocks Road improvements consultation.

## 5. Confirmation of Minutes – 17 July 2014

Document number A1221416, agenda pages 11-29 refer.

Resolved

***THAT the minutes of a meeting of the Nelson City Council, held on 17 July 2014, be confirmed as a true and correct record.***

Her Worship the Mayor/Davy

Carried

## 6. Status Report – Council 28 August 2014

Document number A1168168, agenda pages 30-31 refer.

Resolved

***THAT the Status Report – Council 28 August 2014 (A1168168) be received.***

Fulton/Skinner

Carried

## 7. Mayor's Report

Document number A1236809, agenda pages 32-33 refer.

Her Worship the Mayor updated Council on the Commonwealth Games and the efforts by Nelson competitors. She advised that a letter acknowledging the competitors' contributions and how they had inspired others would be sent from Council.

Her Worship the Mayor asked Councillors interested in attending the Local Government New Zealand Zone 5 & 6 meeting in Christchurch to email her, and indicated that it would be appropriate to rotate attendance amongst councillors.

Her Worship the Mayor explained that Council had been asked to nominate three people to sit on the Board of the Nelson School of Music (NSOM), however this was subject to the new constitution for the NSOM being adopted.

Resolved

**THAT the Mayor's Report (A1236809) be received;**

**AND THAT Council note that a recruitment process will commence in September, seeking potential nominees to the Board of the Nelson School of Music;**

**AND THAT Council appoint a Nelson City Council representative for the Local Government New Zealand Zone 5 & 6 meeting in Christchurch on the 24 October 2014.**

Her Worship the Mayor/Noonan

Carried

## **8. Administrative Matters**

Document number A1227357, agenda pages 34-49 refer.

Resolved

**THAT the report Administrative Matters (A1227357) and its attachments (A1166734, A1168076, A1006782, and A1196932) be received.**

Davy/Skinner

Carried

## **9. Electoral System – Triennial Election 2016**

Document number A1218517, agenda pages 50-60 refer.

Manager Administration, Penny Langley presented the report.

Councillors discussed the report. It was suggested that there were issues around diversity in local government, however changes to the electoral system had not been raised by the community.

In response to a question, Ms Langley advised that a poll by the community on an electoral system would need to be used for two triennial elections.

There was a discussion about the online voting trial. In response to a question, Ms Langley said other Councils which were taking part in the 2016 online voting trial were Auckland, Dunedin, Porirua and Manawatu and that she was unaware of the costs involved. She confirmed that a decision needed to be made by 12 September 2014 in relation to a voting system, but that she was unaware of time restrictions in relation to the online voting trial.

Ms Langley advised that there was no intention that online voting would be the only voting mechanism, however issues were still being worked on in relation to individuals using multiple mechanisms to vote.

In response to a question, Ms Langley said that Tasman District Council (TDC), Nelson City Council (NCC) and Marlborough District Council (MDC) electors voted in the Nelson Marlborough District Health Board (NMDHB), so it would make voting simpler if all Councils had the same voting experience with regards to online voting. She confirmed that TDC had not indicated a desire to take part in the online voting trial.

It was agreed that the matter be left to lie on the table pending further information relating to the online voting trial.

Attendance: The meeting adjourned for morning tea at 10.37am until 10.56am.

## 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)
3	<p><b>Mayor's Report</b></p> <p>This report contains information regarding:</p> <p>Art Acquisition</p> <p>Negotiations in Relation to Proposed Road Stopping</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"> <li>• Section 7(2)(c) To protect information that is subject to an obligation of confidence</li> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>

Mayor/Davy

Carried

The meeting went into public excluded session at 10.57am and resumed in public session at 11.19am.

## 11. Re-admittance of the Public

Resolved

**THAT the public be re-admitted to the meeting.**

Her Worship the Mayor/Noonan

Carried

## 12. Administrative Matters (Continued)

Ms Langley advised that costs at this point in time could not be calculated in relation to participating in the online trial. She added that it was likely that NCC could participate with the online trial, without this affecting the NMDHB election.

A number of councillors expressed general support to be part of the online voting trial to seek further community engagement. Other councillors wanted to see how other Councils experienced the online trial, and acknowledged the resource and costs which would be involved.

It was agreed that the recommendation be taken in parts.

Resolved

**THAT the report Electoral System – Triennial Election 2016 (A1218517) and its attachments (A1235522, A1235525, and A1235530) be received;**

Ward/Davy

Carried

**THAT Council expresses interest in being involved in the online trial, and seeks further information on the impacts on Nelson City Council ratepayers and this be reported back to Nelson City Council as soon as it is available.**

Ward/Lawrey

Carried

**THAT Council awaits the outcome of the trial of electronic voting at the 2016 local body election, and any decision to extend online voting nationally at the 2019 local body election, prior to considering further whether to continue to use the First Past the Post electoral system or whether to change to the Single Transferable Vote system;**

***AND THAT, in accordance with Section 27 of the Local Electoral Act 2001, Council note that the 2008 Council resolution to utilise the First Past the Post electoral system for the 2010 and 2013 local body elections remains effective until Council passes any further resolution regarding which electoral system to utilise for future local body elections, or a poll is held.***

Ward/Noonan

Carried

Attendance: Councillor Rainey left the meeting at 11.36pm

### **13. Winter Free Parking Trial in Nelson CBD**

Document number A1237290, agenda pages 61-64 refer.

In response to a question, the Chief Executive advised that businesses within the carparking squares had expressed concerns that employees were utilising parking spaces so shoppers were having issues finding carparks.

Ms Hadley indicated that council officers would collate statistical data in relation to the use of the carparks and that this could be presented at the Governance Committee on 25 September 2014. She said that information on the costs relating to the number of tickets issued, along with revenue would also be reported on.

During discussion it was noted that Uniquely Nelson had been discouraging employees from blocking spaces for shoppers, and that Council had changed the perception of parking in Nelson through the trial.

Resolved

***THAT the report Winter Free Parking Trial in Nelson CBD (A1237290) be received;***

***AND THAT the following resolution passed by Council at its meeting on 26 June 2014:***

*AND THAT a focus group with CBD businesses be undertaken by officers at the end of the period to understand the value of and issues with the initiative*

***be rescinded;***

**AND THAT the 12 week trial period of free parking in the CBD be extended to 19 October 2014, to allow Council time to consider the matter at its meeting on 9 October 2014 and provide time to implement any changes determined at that meeting.**

Davy/Noonan

Carried

**14. Nelson Airport Ltd 2014/15 Statement of Intent**

Document number A1222966, agenda pages 65-78 refer.

Group Manager Corporate Services, Nikki Harrison, spoke to the report. She said the Joint Shareholder Committee meeting on 4 April 2014 discussed that the accounting policy asset valuations were to be reviewed, which Nelson Airport was currently undertaking.

In response to a question, Ms Harrison said that the value of the company would be included in the value of the assets review.

Resolved

**THAT the report Nelson Airport Ltd 2014/15 Statement of Intent (A1222966) and its attachments (A1223143 and A1223159) be received;**

**AND THAT Council accept the Final 2014/15 Statement of Intent from Nelson Airport Ltd;**

**AND THAT Council authorises the Mayor and Chief Executive to sign the Nelson Airport Ltd 2014/15 Statement of Intent on behalf of Council.**

Her Worship the Mayor/Barker

Carried

Attendance: Councillor Rainey left the meeting at 11.36am

**REPORTS FROM COMMITTEES**

**15. Works and Infrastructure Committee – 24 July 2014**

Document number A1224712, agenda pages 79-93 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Works and Infrastructure Committee, held on 24 July 2014, be received.***

Davy/Lawrey

Carried

**16. Planning and Regulatory Committee – 31 July 2014**

Document number A1228329, agenda pages 94-99 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Planning and Regulatory Committee, held on 31 July 2014, be received.***

Fulton/Ward

Carried

**16.1 Sugar Sweetened Beverages Policy**

It was noted that feedback to the Policy from other organisations had been extremely positive and some had thanked Council for this initiative.

There were discussions that the Policy was focussed on children and youth, and that the NMDHB was in full support.

Resolved

***THAT Council note the internal Council policy (A1218790) on sugar sweetened beverages;***

***AND THAT all vendors and events operating on Council-owned properties be encouraged to exclude the sale or provision of sugar sweetened beverages from their operations.***

Fulton/Copeland

Carried

**17. Nelson Regional Transport Committee – 1 August 2014**

Document number A1228495, agenda pages 100-105 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Nelson Regional Transport Committee, held on 1 August 2014, be received.***

Davy/Copeland

Carried



17.1 Regional Land Transport Plan 2015-18

The Chief Executive clarified that the recommendation was not seeking a resolution of the content, rather it was to approve a collaborative approach, so that conversations could commence with Marlborough and Tasman District Councils.

Resolved

***THAT the strategic "front end" of the Regional Land Transport Plan be written in conjunction with Tasman District Council and Marlborough District Council, subject to similar agreement by Tasman District and Marlborough District Councils.***

Davy/Her Worship the Mayor

Carried

**18. Community Services Committee – 7 August 2014**

Document number A1229717, agenda pages 106-114 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Community Services Committee, held on 7 August 2014, be received.***

Noonan/Fulton

Carried

18.1 Burrell Park – Nelson Pacific Island Cultural Centre Building

Resolved

***THAT Council enters into a lease as tenant for the building situated on Burrell Park (55 Muritai Street) with the building owners Nelson Pacific Island Afternoon Study Programme Incorporated for the remainder of the 2014/2015 financial year at a rental figure of \$9,400 per annum plus GST.***

***AND THAT Council approve this unbudgeted funding in the current financial year as an additional expense;***

***AND THAT Council signal their support to purchase the building in the upcoming LTP as an asset required for the good of the community and that the lease run until the purchase takes effect.***

Davy/Noonan

Carried

18.2 Parks and Reserves Asset Management Plan 2015-25

Parks and Facilities Asset Planner, Andrew Petheram spoke to the tabled document A1244385 in relation to the amendments made to the Parks and Reserves Asset Management Plan 2015-25.

Resolved

***THAT the draft Parks and Reserves Asset Management Plan 2015-2025 (A271320) be adopted to inform preparation of the draft Long Term Plan 2015-2025.***

Her Worship the Mayor/Davy

Carried

**19. 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	<b>Council minutes Public Excluded – 17 July 2014</b>	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> <li>• Section 7(2)(a) To protect the privacy</li> </ul>

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		good reason exists under section 7	of natural persons <ul style="list-style-type: none"> <li>• Section 7(2)(b) To protect information that may disclose a trade secret or the commercial position of a person</li> <li>• Section 7(2)(c) To protect information that is subject to an obligation of confidence</li> </ul>
2	<b>Public Excluded Status Report – 28 August 2014</b>  This report contains information regarding:  Plan Change 18 Appeals	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
4	<b>Tourism Nelson Tasman Limited Statement of Intent 2014/17</b>  This report contains information relating to the negotiations regarding the final Statement of Intent.	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
5	<b>Future of Tourism Services</b>  This report contains information relating to shareholdings in Tourism Nelson Tasman Limited.	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(b) To protect information that may disclose a trade secret or the commercial position of a person</li> </ul>
6	<b>Works and Infrastructure Committee - Public Excluded Minutes – 24 July 2014</b>	Section 48(1)(a)  The public conduct of this matter would be likely to result in	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		disclosure of information for which good reason exists under section 7	

Her Worship the Mayor/Fulton

Carried

During the public excluded part of the meeting Sharon McGuire addressed the meeting regarding the future of tourism services. The meeting adjourned for lunch at 12.35pm. Following lunch the meeting considered the remaining public excluded items at 1pm.

The meeting went into public excluded session at 12.34pm and resumed in public session at 1.50pm.

**20. Re-admittance of the Public**

Resolved

***THAT the public be re-admitted to the meeting.***

Barker/Skinner

Carried

**21. Community Services Committee – 7 August 2014 Continued**

21.1 Arts Fund Focus for 2014/15

Resolved

***THAT the contract for services negotiated with Arts Council Nelson for 2014/15 include the delivery of outcomes from the Arts Fund;***

***AND THAT the Mayor and Chair of Community Services Committee approve a shortlist of sites, to be developed in consultation with Arts Council Nelson, that the Arts Fund can be applied to in 2014/15;***

***AND THAT the nature of the projects be reported back to the Community Services Committee for approval before the artworks are finally commissioned;***

**AND THAT Council's Arts Selection Panel be involved in any selection of artworks that is required.**

Noonan/Copeland

Carried

Attendance: Councillor Copeland left the meeting at 1.52pm

## **22. Governance Committee – 14 August 2014**

Document number A1233236, agenda pages 115-123 refer.

Resolved

**THAT the unconfirmed minutes of a meeting of the Nelson City Council Governance Committee, held on 14 August 2014, be received.**

Barker/Davy

Carried

### **22.1 Finance Report for the Period Ending 30 June 2014**

Resolved

**THAT Council approves continuing work on 2013/14 capital projects within the 2013/14 approved budgets, noting a report on carry forwards will come to the Governance Committee's meeting on 25 September 2014;**

**AND THAT Council note the June 2014 rain event incurred unbudgeted operating expenditure of approximately \$260,000, and that \$155,000 of unspent contingency budget in 2013/14 be carried forward to fund this, with remaining operating costs from that event being met within 2014/15 operating budgets;**

**AND THAT Council approve an additional \$50,000 capital expenditure for a new retaining wall in Citrus Lane relating to damage from the June 2014 rain event.**

Barker/Davy

Carried

22.2 Regional Community Outcomes

Resolved

***THAT Council approve the high level regional community outcomes to be included in the Long Term Plan for consultation.***

Barker/Davy

Carried

There being no further business the meeting ended at 1.56pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

## Public Status Report – Council 9 October 2014

Date of meeting/Item	Action Resolution	Officer	Status
<p>27/3/2014 - Council</p> <p>Regional Landfill Proposal - Update</p>	<p>AND THAT no formal reference to a regional landfill proposal be included in the draft Annual Plan 2014/15 but that reference to the proposal be included in media around the draft Annual Plan seeking preliminary feedback on the possibility, whilst making it clear there will be formal consultation if/when it comes to a proposal formally negotiated and agreed;</p> <p>AND THAT the Mayor be the sole Council spokesperson on this matter;</p> <p>AND THAT the Mayor and Chief Executive continue discussions with Tasman District Council to advance a regional landfill proposal</p>	<p>Alec Louverdis/Nikki Harrison</p>	<p>9/10/2014 - The SCP closed on 25 August, Council heard submissions 2 September and Council met on 25 September to analyse the submissions and re-convened on 2 October 2014. That meeting will reconvene again on 10 October 2014.</p> <p><b>Ongoing</b></p>
<p>2/4/2013 - Council</p> <p>Nelson Gondola and Adventure Park: Feasibility Study</p>	<p><u>THAT</u> the Nelson Cycle Lift Society Incorporated be granted \$15,000 towards a feasibility study for the establishment of a gondola and adventure park, subject to the Cycle Lift Society:</p> <ul style="list-style-type: none"> <li>• funding the remaining costs of the feasibility study;</li> <li>• undertaking to provide Council with the results of the feasibility study by 31 December 2013;</li> </ul> <p><u>AND THAT</u> it be noted that Council has neither considered nor taken a position on, the proposal for a gondola and adventure park in either of its roles as landowner and/or regulator.</p>	<p>Chief Executive</p>	<p>9/10/2014 – Officers have requested an independent peer review of the feasibility study. Report to come to 30 October Community Services Committee.</p>

Date of meeting/Item	Action Resolution	Officer	Status
19/6/2014 - Council Trafalgar Centre - Way Forward to Reopening	<u>AND THAT</u> Council approve up to \$450,000 to appoint a project manager, who will drive the investigation process necessary to inform the preparation of concept design and deliver first iteration plans to Council;	Alec Louverdis	09/10/2014 - Project managers have been appointed, commenced work and working to December 2014 deadline for concept design.  <b>Underway</b>
26/6/2014 - Council Support for Nelson CBD - Winter Incentives	<u>AND THAT</u> the Chief Executive work with SBL to vary the contract to allow for 'wrapping' of the NBus for promotion of Nelson attractions;  <u>AND THAT</u> a focus group with CBD businesses be undertaken by officers at the end of the period to understand the value of and issues with the initiative.	Chief Executive	09/10/2014 - officers working with SBL to determine costs for 'wrapping' and a meeting was held on 2 September with stakeholders.  <b>Underway</b>



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## **Alternative Meeting Format for Joint Council Matters**

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### **1. Purpose of Report**

- 1.1 To propose an alternative meeting format for Nelson City Council (NCC) and Tasman District Council (TDC) to consider matters relating to organisations in which the Councils have a joint interest.
- 1.2 To introduce six monthly presentations from Council Controlled Organisations (CCOs) to the joint committee.

### **2. Delegations**

- 2.1 This remains a matter for Council.

### **3. Recommendation**

***THAT the report Alternative Meeting Format for Joint Council Matters (A1231068) and its attachment (A1251959) be received;***

***THAT Nelson City Council and Tasman District Council meet as a joint committee of the two councils to determine matters relating to Statements of Expectation for Port Nelson Ltd, Nelson Airport Ltd and Tasman Bays Heritage Trust;***

***AND THAT the delegations/terms of reference for the Joint Council of Tasman District and Nelson City Council as outlined in Attachment 1 (A1251959) be adopted;***

***AND THAT a Joint Shareholders' Committee, comprising the Mayor, Deputy Mayor and Committee Chairs from each council and the Chair of Tasman District Council Audit sub-committee have delegated authority to adopt Statements of Intent/ Statement of Corporate Intent, to appoint and set remuneration for directors and to negotiate on any other matters in relation to jointly owned CCOs;***

***AND THAT the delegations/terms of reference for the Joint Shareholders Committee as outlined in Attachment 1 (A1251959) be adopted;***

***AND THAT Port Nelson Ltd, Nelson Airport Ltd and Tasman Bays Heritage Trust (jointly owned), Nelson Tasman Tourism Ltd and the Nelson Regional Economic Development Agency (owned solely by Nelson City Council) be invited to make six monthly presentations to the joint council meeting.***

#### **4. Background**

- 4.1 It has been a challenge to establish a process to agree a clear direction for those organisations that are jointly owned by the two shareholders, NCC and TDC. The Joint Shareholders Committee (JSC) was formed around 2009. It is a joint committee of both councils and has no delegated authority to resolve anything - it can only make recommendations. As it lacks any delegation some contentious items take longer than desirable to be resolved.
- 4.2 This has two serious effects:
- clear governance direction is not given to jointly owned entities;
  - obligations under the Local Government Act are not always met, because decisions are out of time.
- 4.3 On 8 August 2014 there was an amendment to the Local Government Act 2002 which inserted a new clause 30A within Schedule 7 regarding Joint Committees. The attached delegations/terms of reference cover off the requirements for setting a joint committee, introduced by this clause.

#### **5. Discussion**

- 5.1 Shareholders need to give clear direction to the organisations they own. There are a range of responsibilities which fall on shareholders, including appointing directors, setting remuneration for them, receiving half yearly reports, approving Statements of Intent.
- 5.2 The current JSC is a committee of both councils, intended to consider matters and come to a consensus, making recommendations back to individual councils. On a number of occasions one or the other of the Councils has considered and resolved a matter at a formal Council meeting prior to the JSC meeting. This is in conflict with the intention of the committee.
- 5.3 NCC has not formally considered any change in approach. TDC requested the JSC investigate options for combined Council decision-making on areas currently within its responsibility and provide a recommendation for streamlined decision-making to their respective Councils. This report seeks to address that resolution.
- 5.4 Over the last three to five years, both councils have sought to provide statements of expectations to the CCOs. The opportunity for elected members to have input to these has been variable. This report proposes forming a joint committee of the whole of both councils, with delegated authority to determine the strategic direction to be given to jointly

owned CCOs (through the Statements of Expectation). This would allow all Councillors to be involved.

- 5.5 It would not cover all matters relating to jointly owned CCOs; approving Statements of Intent and Statements of Corporate Intent would remain for the JSC, along with the appointment of directors, and setting directors' fees for Port Nelson Ltd, Nelson Airport Ltd, and Tasman Bays Heritage Trust<sup>1</sup> (TBHT).
- 5.6 This report suggests the membership of the JSC be broadened to include Mayors, Deputy Mayors and Committee Chairs. It also suggests the JSC be delegated powers to determine the matters in paragraph 5.5.
- 5.7 It is also suggested that the joint council meeting could be an opportune time for CCOs to make brief presentations on their achievements of the last six months/focus for the next six months. Other CCOs may get benefit from being present for these. NCC owned CCOs (Nelson Regional Economic Development Agency and Nelson Tasman Tourism) would be asked to participate in this process.
- 5.8 Procedural matters for the joint committee of the whole would be resolved as per the delegations/terms of reference outlined in Attachment 1. The number of meetings per year would be no more than two. In the first instance, it would be good to have a meeting in November 2014 to discuss Statements of Expectation, and to invite presentations.
- 5.9 The JSC would still meet in April to approve/amend Statements of Intent; and in August to consider/approve/amend the Statement of Corporate Intent for Port Nelson Limited (PNL). PNL operates under different legislation, and has suggested it does not need to meet the timeframes in the Local Government Act. While it is correct to say it does not need to meet those timeframes, it would be more efficient for both councils if PNL was prepared to move its Statement of Corporate Intent process back to April in each year. They are being encouraged to make that adjustment.

## 6. Options

- 6.1 Status Quo – that no change to the existing arrangements of a JSC committee (comprising Mayor, Deputy Mayor and Chair of the Governance Committee from NCC and Mayor and two councillors from TDC), delegated with the authority to make recommendations only to each council, be made.
- 6.2 Split responsibilities into two parts:
  - those delegated to a joint committee of the two councils; and
  - those met by the councils individually after consideration by the current JSC.

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<sup>1</sup> Noting that appointment of trustees for TBHT is carried out by its own appointments committee, as outlined in the Trust Deed.

- 6.3 Alternatively, the responsibilities could be split into two parts (as in paragraph 6.2):
- those delegated to a joint committee of the two councils; and
  - then other matters delegated to a JSC comprised of the Mayors, Deputy Mayors and committee chairs of both councils.
- 6.4 If the options to split responsibilities are taken up, the delegations/terms of reference for the JSC would need to be altered, see Attachment 1 for these.
- 6.5 Any options other than status quo would provide the opportunity for all Councillors to be involved in part of the CCOs governance. It would also provide the opportunity for CCOs to share their plans and progress with all Councillors.
- 6.6 Reshaping the JSC's composition to be that of the Mayor, Deputy Mayor and all Committee Chairs would provide opportunity to delegate authority to decide. This would be of enormous benefit in streamlining/speeding up the whole accountability framework. TDC has four committee chairs including the Deputy Mayor. They do have an Audit Subcommittee, and it may be appropriate to include that Chairperson to ensure an equal number of members (NCC has four committee chairs plus the Mayor and Deputy Mayor).

## **7. Assessment of Significance against the Council's Significance Policy**

- 7.1 This is not a significant decision.

## **8. Consultation**

- 8.1 There has been no consultation on this issue.

## **9. Alignment with relevant Council Policy**

- 9.1 This report has been prepared for both NCC and TDC. There are no inconsistencies to Council policy in either authority.

## **10. Inclusion of Māori in the decision making process**

- 10.1 Maori have not been consulted on or participated in the development of this report.

## **11. Conclusion**

- 11.1 Councils have a need to give clear governance direction to their CCOs.
- 11.2 NCC and TDC have a joint interest in these and may find value in sitting as a joint committee of the two councils to determine statements of expectation.
- 11.3 Other matters relating to CCOs could be delegated to JSC. A reconstituted JSC is proposed, with membership of both Deputy Mayors and all Committee Chairs and the Chair of TDC Audit Subcommittee.

This wider group could have powers to determine, which would bring efficiency and timeliness to accountability framework for these CCOs.

- 11.4 Using the meeting of the joint committee as an opportunity for the CCOs to make presentations on their strategies and performance may be of benefit to both regions.

Nikki Harrison

**Group Manager, Corporate Services, Nelson City Council**

### **Attachments**

Attachment 1: Proposed Delegations/Terms of Reference [A1251959](#)

### **Joint Council of Tasman District and Nelson City**

Chairperson: Alternating (see procedure)

Deputy Chairperson: None

Membership:

- The Mayor, Deputy Mayor and 12 Councillors of Tasman District Council and the Mayor, Deputy Mayor and 11 Councillors of Nelson City Council (27 Members)

Quorum:

- The quorum at a meeting of Joint Council is set as outlined in Model Standing Orders NZS 9202:2003 at 14 being a majority of members as the membership is an odd number. Of that quorum of 14 members at least five must be from each local authority.

Areas of Responsibility:

- Matters relating to Statements of Expectation for all jointly owned Council Controlled Organisations and Council Controlled Trading Organisations
- Receipt of six monthly presentations from Port Nelson Limited, Nelson Airport Limited and Tasman Bays Heritage Trust and from Nelson Tasman Tourism and the Nelson Regional Economic Development Agency (owned solely by Nelson City Council)

Powers to Decide:

- To determine the strategic direction to be given to jointly owned CCOs and CCTOs through Statements of Expectation

Procedure:

- Standing Orders to be applied at each meeting shall be Model Standing Orders NZS 9202:2003
- The Chairperson shall alternate each meeting between the Mayor of Nelson City Council and the Mayor of Tasman District Council. In the absence of either Mayor, the committee will elect a chair as its first item of business for that meeting. No deputy chairperson shall be appointed.
- The Chairperson shall not have a casting vote
- These delegations/terms of reference may be varied by resolution of both Councils and any such resolution shall carry the rider that it shall be subject to adoption by the other Council
- The power to discharge any individual member and appoint another in his or her stead must be exercised by the local authority that made the appointment
- Minutes of meetings of the Joint Council will be resolved to be received by each Council for record keeping purposes

**Joint Shareholders Committee**

Chairperson: Alternating (see procedure)

Deputy Chairperson: None

Membership:

- The Mayor, Deputy Mayor, Committee Chairs (3 not including the Deputy Mayor) and Chair of the Audit Subcommittee of Tasman District Council and the Mayor, Deputy Mayor and Committee Chairs (4) of Nelson City Council (12 Members)

Quorum:

- The quorum at a meeting of the Joint Shareholders Committee is set as outlined in Model Standing Orders NZS 9202:2003 at 6, being half of the members as the membership is an even number. Of that quorum of 6 members at least 3 must be from each local authority.

Areas of Responsibility:

- All matters relating to jointly owned Council Controlled Organisations and Council Controlled Trading Organisations, including statements of intent, statements of corporate intent, half yearly reports, the appointment of directors and setting of directors' fees

Powers to Decide:

- All matters relating to jointly owned Council Controlled Organisations and Council Controlled Trading Organisations, including statements of intent, statements of corporate intent, half yearly reports, the appointment of directors and setting of directors' fees

Procedure:

- Standing Orders to be applied at each meeting shall be Model Standing Orders NZS 9202:2003
- The Chairperson shall alternate each meeting between the Mayor of Nelson City Council and the Mayor of Tasman District Council. In the absence of either Mayor, the committee will elect a chair as its first item of business for that meeting. No deputy chairperson shall be appointed.
- The Chairperson shall not have a casting vote
- These delegations/terms of reference may be varied by resolution of both Councils and any such resolution shall carry the rider that is shall be subject to adoption by the other Council
- The power to discharge any individual member and appoint another in his or her stead must be exercised by the local authority that made the appointment
- Minutes of meetings of the Joint Shareholders Committee will be resolved to be received by each Council for record keeping purposes

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## **Waimea Community Dam (Lee Valley)**

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### **1. Purpose of Report**

- 1.1 To update Council on strategic issues and options for Nelson City, arising from the development of the Waimea Community Dam within Tasman District.

### **2. Delegations**

- 2.1 As the matter covered in this report relates to the wider Governance role of Council it comes directly before the full Council without first being referred to the Works and Infrastructure committee.

### **3. Recommendation**

***THAT the report Waimea Community Dam (Lee Valley)(A1240071) and its attachments (A1248296, A1246928 and A1247016) be received;***

***AND THAT Council funds up to \$25,000 unbudgeted expenditure in 2014/15 for the preparation of an independent report on the economic benefit/cost to Nelson City that may arise from the construction and operation of the Waimea Community Dam;***

***AND THAT following completion of this work, Council consider appropriate provision in the Long Term Plan 2015-25 for a contribution towards the construction of the Waimea Community Dam, reflecting the local and regional benefit of the project.***

### **4. Background**

- 4.1 Over-allocation of water from the Waimea Plains aquifers has led to the situation where the Waimea River has periodically run dry over summer months and salt-water intrusion is affecting the aquifer and well-field, which the Tasman District community draws from.



- 4.2 Tasman District Council has imposed water use restrictions in seven out of the last 10 years, and has estimated that demand exceeds supply by 50-70%. This is an unsustainable situation.
- 4.3 There are a number of methods that can be used to address this over-allocation, including improving the efficiency of water use methodologies; reduced allocation through re-consenting of resource consents for water takes from both groundwater and surface water; and developing supplementary supplies.
- 4.4 Tasman District Council is committed to all of these techniques to one degree or another, but has placed a high level of reliance on the establishment of the Waimea Community Dam as a supplementary or augmentation resource. In 2003, it established the Waimea Water Augmentation Committee, which involved a broad range of stakeholders (irrigators, iwi, Tasman District Council, Fish and Game, Department of Conservation, Nelson City Council), with an interest in the management of water for both consumptive and non-consumptive outcomes.
- 4.5 The committee identified the construction of a storage dam on the Lee River as the preferred option for addressing these outcomes, and as at June 2014, has completed conceptual designs and lodged resource consents for the construction of the dam.
- 4.6 The dam has been sized to supply water for irrigation of the Waimea Plains, public water supplies and provide a reliable residual flow in the river at the Appleby Bridge of 800 litres/sec to enhance the environmental values of the river.
- 4.7 In the event the dam is constructed, the design provides for approximately 1100 litres/sec as a minimum flow in the Waimea River, with flows being allocated 70% towards abstraction for consumptive use, and 30% for environmental and community values.
- 4.8 The estimated cost in 2009 for the Lee Valley Dam was \$42 million, and more recently has been identified at between \$60 million and \$80 million. Final cost is dependent on final design, input of any resource consent conditions and the tender price. Nelson City Council has contributed \$413,000 to the project to date for feasibility studies and design.
- 4.9 The governance of the project is proposed to be managed through "DAMCO" a Tasman District Council controlled organisation. Indications are that DAMCO would have a two-tiered governance structure with primary funders and beneficiaries identified as "A" representatives, and those with the more environmental and recreational stake and interest in the development and operation of the dam as "B" representatives.
- 4.10 It is clear that there is still considerable work to be undertaken by the Waimea Water Augmentation Committee and Tasman District Council, to finalise the dam design, funding and governance arrangements before tenders for construction can be called.

## 5. Discussion

- 5.1 While Nelson City Council is not a direct abstractor from the Waimea Plains aquifers, the Waimea Water Augmentation Committee and Tasman District Council have identified Nelson City as a partner in funding the construction and operation of the dam for the following reasons:
- 5.1.1 The City is a direct water user and beneficiary, with water being supplied to a section of Nelson South.
- 5.1.2 There is a valuable regional economy generated by the horticultural and agricultural activity, which is dependent on provision of water at critical periods. In this respect it is difficult to separate the beneficiaries of this economic activity at the district and city level.
- 5.1.3 To a lesser extent, the residents of Nelson City are beneficiaries of the environmental and recreational amenity values of the Waimea River and its tributaries. The City is also an abstractor from the Roding River, a tributary to the Waimea River, and its consents are due for renewal in 2017.
- 5.2 It is not possible to quantify the benefits or ongoing costs to the city with any degree of accuracy at the present time. As noted, the key project partners for the Waimea Community Dam still have substantial work to do in relation to consenting, design and determination of the split of cost and benefits.
- 5.3 At the present time, Nelson City Council would continue to use the water that is supplied to the City, via the Tasman District Council network, on the current basis of 1.8% of the total water available. Should Nelson City Council contribute to the construction of the dam it might be possible to increase the water use to a maximum of 6.6% of the total water available for abstraction, for future growth scenarios. With increased water use efficiency in the industrial sector and investment to limit line water losses, it is conceivable that Nelson City Council's use could be less.
- 5.4 For the sake of clarity, it is important to note that the engineering services agreement with Tasman District Council, which is scheduled to go to Nelson City Council's Works and Infrastructure Committee on 16 October 2014, provides for both the infrastructure and water transmitted through that infrastructure, to the South Nelson area. For Nelson City Council to become an abstractor in its own right, in order to provide for current and future growth, Council assessed the cost of stand-alone facilities at \$14.7M in 2008.
- 5.5 While it is difficult to put a value on the economic returns from the proposed Waimea Community Dam, the Nelson Regional Economic Development Agency commissioned John Cook and Associates, and Northington Partners to undertake an economic impact assessment in 2011. They concluded a benefit of \$1.77 billion to GDP, made up of increased production and processing, hydro generation and the benefit of

augmentation against the losses that will occur in the event that augmentation does not occur.

- 5.6 It appears that the viability of hydro generation is limited, and more so in recent times with the flat-lining of wholesale electricity prices. The work undertaken by John Cook and others is being updated by the New Zealand Institute of Economic Research for delivery to Tasman District Council in late 2014.
- 5.7 It is the strong view of officers that Nelson City Council should commission an economic assessment, focused on the costs and benefits that may accrue to Nelson City. This should include reassessment of the service, supply and infrastructure costs, city and regional economic benefits, and benefits that may accrue to forthcoming consent renewal processes.
- 5.8 This work should use, as its foundation, the material currently being prepared by the New Zealand Institute of Economic Research for Tasman District Council.
- 5.9 Tasman District Council has met with Nelson City Council at a variety of levels over a long period of time to engage on the Waimea Community Dam development issues. This has led to Nelson City Council's funding of in excess of \$400,000 to assist with project concept development. More recently, Tasman District has identified the concept for Nelson City Council consideration, of Nelson City Council funding a portion of the dam's construction and development. The discussion around the quantum has been general in nature, has been focussed on contribution made up of two components, being the economic returns from a productive Waimea Plains and the environmental elements. The sums identified by industry bodies/beneficiaries and Tasman District Council range from \$3 million to \$9 plus million.

## 6. **Focus of future work**

- 6.1 The Nelson City Council has taken an increasingly regional perspective on key resource management matters in recent years. It is the view of officers that it is both efficient and strategically wise to acknowledge the shared water resource and benefits that accrue from its wise management.
- 6.2 However, until a more detailed analysis of the economic benefits and cost split is undertaken, Nelson City Council is unable to determine what a fair proposal should include for incorporation in the forthcoming Long Term Plan, should Council decide to assist.
- 6.3 In the event that Council was to identify the range of potential contribution at \$3 million to \$9 plus million, it would need to do so on the basis that it had secured the following:
  - A role in the DAMCO Board of Directors as an "A" category director.

- Clarity in relation to the “fair share” for the Nelson City community.
- Ongoing security in relation to the supply of water services to the South Nelson community.
- Surety and commitment of support from Tasman District Council and industry bodies for the renewal of Nelson City Council resource consents at the Roding and Maitai Rivers.

## 7. Options

### Option A

- 7.1 Nelson City Council considers contributing to the construction of the Waimea Community Dam, recognising the linked economic fortunes of Nelson City and Tasman District, along with the environmental benefits that accrue from augmentation of in-river flows. As part of this option, Nelson City Council would secure an ongoing agreement around shared infrastructure and provision of engineering services (including oversight and management), for South Nelson. Additionally, this option would secure support from Tasman District Council and industry bodies with an interest in the Waimea Community Dam development and for the consents renewal programme in the Roding and Maitai Rivers.

### Option B

- 7.2 Nelson City Council could decline to have any further involvement in the development of the Waimea Community Dam. While recognising the regional economic benefits and environmental returns of the dam, the City may take the view that the benefits lie where they fall, and the costs generated by the district’s management of the water resource to this point should equally fall with the community that directly benefits.

## 8. Assessment of Significance against the Council’s Significance Policy

- 8.1 The decision to contribute to the funding of the Waimea Community Dam is considered to be a significant decision for the following reasons:
- The construction of the dam is linked to the future social, economic, environmental wellbeing of the region;
  - The financial cost of the decision to the Council and community.

## 9. Alignment with relevant Council Policy

- 9.1 Funding to date for the Waimea Community Dam (Lee Valley Dam) has been identified in the appropriate Annual Plans for the years of contribution.
- 9.2 The potential contribution for the construction of the dam has not been signalled to the community at any earlier stage. It is proposed that if

Council decides a contribution is appropriate that this figure will be included in the Long Term Plan 2015-25.

- 9.3 Controlling impacts on the water supply network supports the health of the community and the wider environment, which fits with Goal Three of Nelson 2060, that 'our natural environment is protected and healthy'.

## 10. **Consultation**

- 10.1 It is clear that Nelson City Council has a significant engagement exercise to undertake with the Nelson City community in relation to the potential for a Waimea Community Dam contribution. The appropriate vehicle for this is the forthcoming Long Term Plan 2015-25.

## 11. **Inclusion of Māori in the decision making process**

- 11.1 Iwi will be included in the Long Term Plan 2015-25 consultation process.

## 12. **Conclusion**

- 12.1 Nelson City Council has been asked to contribute to the cost of the construction and ongoing maintenance of the Waimea Community Dam on the Lee River.
- 12.2 Nelson City Council and Tasman District Council recognise the importance of the productivity of the Waimea Plains and therefore some contribution is considered to be appropriate.
- 12.3 It is not possible at this stage to quantify the economic benefits that will accrue directly to Nelson City from the construction and operation of the dam, likewise for the environmental and aesthetic benefits.
- 12.4 A sum of \$25,000 should be approved in 2014/15 for a study to be undertaken of the direct monetary benefits to the city from the construction and ongoing operation of the Waimea Community Dam.

Alec Louverdis  
**Group Manager Infrastructure**

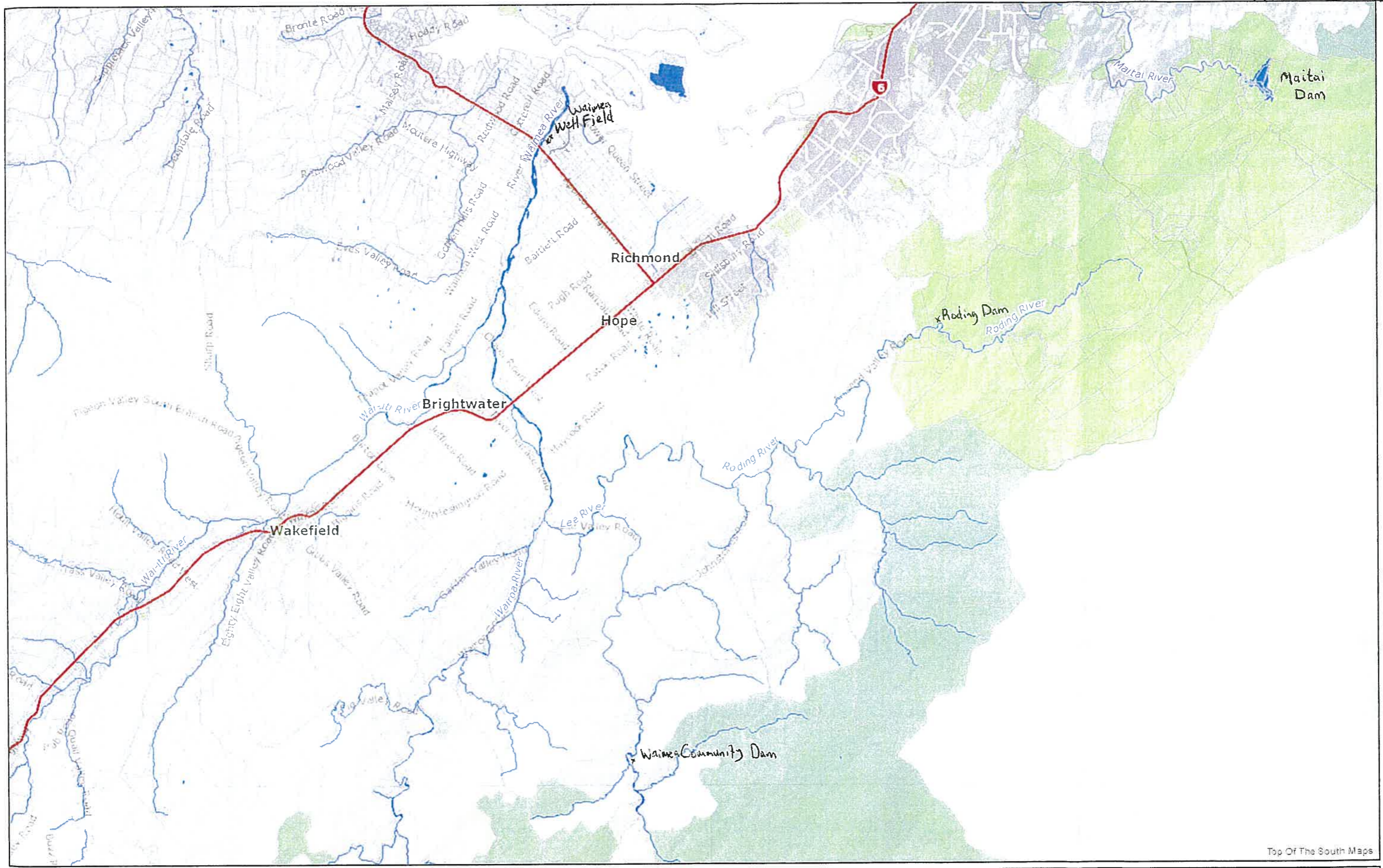
## **Attachments**

Attachment 1: Locality Plan [A1248296](#)

Attachment 2: Waimea Water Augmentation Committee Background [A1246928](#)

Attachment 3: Nelson City Council Water Supply Background [A1247016](#)



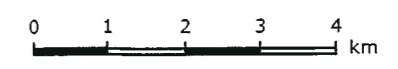


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### Waimea Community Dam (Lee River)



A1248296



16 September 2014

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## Waimea Community Dam (Lee Valley)

### 1.0 Background

- 1.1 Water from both the Wai-iti and Wairoa rivers merge downstream of Brightwater to become the Waimea River. These rivers and their associated underground aquifers supply most of the urban/industrial/irrigation water demands in Richmond/Mapua township/Nelson South and the Waimea Plains.
- 1.2 Most of the urban and the industrial demand is supplied via the Tasman District Council water supply network. This network is fed from two major sources. A bore adjacent the Medium Density Fibreboard Plant in lower Queen Street Richmond and a well field downstream of the Appleby Bridge, where it crosses the Waimea River. Submersible pumps are used to raise the water and pump it into the reticulation. Tasman District Council is in the process of constructing a new water treatment plant in Headingly Lane that mixes water from both sources before supply to customers.
- 1.3 Irrigation demand is met by abstraction direct from the river (Waimea East Irrigation Scheme at Brightwater) or through individual wells and bores.
- 1.4 Tasman District Council administers the various abstractions through rules in the Tasman Resource Management Plan and the resource consent process.
- 1.5 Extensive studies of the groundwater resource and aquifer interaction on the Waimea Plains has shown that the reliable supply has been over-allocated as demand for water has increased over the years.
- 1.6 Over allocation of water from the Waimea Plains aquifers has lead to the situation where the Waimea river has run dry over summer months and salt water from Tasman Bay has migrated through the aquifer and threatened the well field.
- 1.7 Summertime water use restrictions have been imposed by Tasman District Council in seven out of the last ten years. Tasman District Council estimates that the demand exceeds supply by 50%-70%.
- 1.8 Tasman District Council has already constructed a low level dam in the headwaters of the Wai-iti river on the Kainui stream, above Eighty-Eight Valley, to augment the flows through that system in dry periods.

- 1.9 As a further response to the over allocation issue Tasman District Council facilitated the establishment of the Waimea Water Augmentation Committee in 2003 to look into options to resolve the issue. The committee comprises representatives from the irrigators, iwi, TDC, NCC, Fish & Game and DOC.
- 1.10 Consultants Tonkin and Taylor were appointed to advise the committee on possible options for the construction of one or more water storage dams on or adjacent the Waimea Plains.
- 1.11 18 sites were initially identified across the rivers and tributaries that feed into the Waimea River (including the lower reaches of the Roding River). From the 18 options considered a short list of four sites was further reviewed, with the preferred option of a dam on the upper reaches of the Lee River being identified.
- 1.12 Tasman District Council has recently undertaken a plan change to the Tasman Resource Management Plan that addressed the water shortage issue in two parts. One part outlined likely limits to future water abstraction consents without the dam being constructed and the other part developed rules that allow for the construction of the dam and reflected the abstraction limits that would follow its construction.
- 1.13 The parts of the plan change relating to the construction of the dam are now operative although a small number of appeals have been lodged relating to the appropriate level of residual flow in the Waimea River for the "no dam" option. The resource consent for the construction of the dam has been lodged with Tasman District Council who publicly notified the application on 19 June 2014.
- 1.14 The design of the proposed dam is now 80%-90% complete. Final design work will be completed once the resource consent has been granted and the impacts of any conditions have been evaluated.
- 1.15 The proposed dam is expected to be 52m high and hold approximately 13.4million cubic metres of water (By way of comparison the Maitai dam is 39m high and has a reservoir of approximately 4.5million cubic metres).
- 1.16 The dam has been sized to supply water for irrigation of the Waimea Plains, public water supplies and provide a reliable residual flow in the river at the Appleby Bridge of 800 litres/sec, to enhance the environmental values of the river. Approximately 70% of the water is earmarked for abstraction and 30% for environmental/community values.
- 1.17 Irrigation demand is based on 35mm of water per hectare per week. To allow easy comparison of the other abstraction



components they have been converted to a “per hectare equivalent” based on the likely supply volumes being divided by 35mm/ha to give the “per hectare equivalent”. The following table sets out the expected supply categories in hectare equivalent:

<b>Location</b>	<b>Area equivalent (ha eq)</b>
Waimea Plains Irrigable Area	5,850ha
TDC Current	544
NCC Current (Nelson South)	136
TDC Future	720
Future Regional (NCC?)	515
<b>Total</b>	<b>7,765</b>

*Table 1: Water allocation as ha equivalent*

- 1.18 The construction cost of the dam is expected to be well in excess of \$42million. Final cost is dependent upon final design, the impact of any resource consent conditions and the tender process.
- 1.19 Funding for the project to date has come from a variety of sources including central government, Tasman District Council, NZ Fish & Game and Irrigators. Nelson City Council has contributed \$413,000. How the construction and operation of the dam is to be funded has been looked at by both the Waimea Water Augmentation Committee and Tasman District Council in some detail and is the subject of much vigorous debate within the wider Tasman District community.
- 1.20 To date the construction and operation cost model is based on 70% being recovered from the abstractive users of the water, referred to as “A” users, and 30% from the wider community for the environmental/community values, “B” users. The makeup of these groups is likely to be as follows:

<b>Construction Cost Contributor</b>	<b>Allocation %</b>	<b>Who?</b>
Abstractive "A" users	70	Irrigators, Community Water Supplies eg TDC, private bores, NCC?
Environmental / Community values "B" users	30	TDC, NCC? Central Government? NZ Fish & Game? Iwi?

*Table 2: Possible cost allocation structure*

"A" users are expected to be appointed by Tasman District Council and user groups.

"B" users are expected to be represented by a trust structure.

- 1.21 At this point in time the construction and ongoing operation of the proposed dam would be managed by a new entity "DAMCO". This entity needs to be established in order for contracts to be entered into and loans arranged. "DAMCO" is likely to be a Council Controlled Organisation of Tasman District Council.
- 1.22 The governance structure of "DAMCO" is a current work stream of Waimea Water Augmentation Committee and Tasman District Council but preliminary indications are that it would be a board made up of representatives of the "A" and "B" users. To maintain the Council Ccontrolled Organisation status the entity would either have to be at least 50% owned by Tasman District Council or they would have to be represented by 50% or more of the board members.
- 1.23 One scenario has a "DAMCO" board of 8 members with Tasman District Council having 4 members (3 as a result of "A" user activity, 1 as a "B" user), Irrigators 3 members (all "A" user status) and iwi 1 member ("B" user activity). The final board arrangement has some distance to go before being confirmed and the makeup may vary.
- 1.24 To maintain progress a further company "Waimea Community Dam Ltd" was established as a vehicle to lodge the resource

consent applications for the construction of the dam. These have been notified by Tasman District Council in July 2014.

- 1.25 Considerable work is still required by Tasman District Council to finalise funding and governance arrangements before the dam design can be completed and tenders for construction called.

12 September 2014.

## Nelson City Council Water Supply

### Background

- 1.1 Nelson City Council draws water from three sources, the dam on the north branch of the Maitai River (operational 1987), direct from the south branch of the Maitai River (since the early 1960's) and direct from the Roding River. The three sources allow flexibility in the choice of water source when bad weather or headworks maintenance operations remove one source temporarily.
- 1.2 Water from the Roding river is taken via a run of river flow over the Roding dam. This dam was designed in the late 1930's and water flowed in the scheme by 1940. Ongoing problems with gravel build up behind the dam reduced its value as a water storage dam and lead to the current use of abstraction direct from the spillway.
- 1.3 Nelson City Council also has an obligation to supply Tasman District Council with 909m<sup>3</sup> of water per day or 1/15 of the allowable abstraction from the Roding scheme as part of an agreement dating from July 1944 (post the Nelson Waterworks Extension Act 1935 and the construction of the Roding Water Supply) and confirmed as a result of arbitration in 1971.
- 1.4 Currently Tasman District Council takes only a fraction of the 909m<sup>3</sup> per day, preferring to utilise their own sources. Should Nelson City Council be required to supply the full volume it is possible that approximately 300,000m<sup>3</sup> per year would be supplied to Tasman District Council, closely approximating the volume supplied by Tasman District Council to Nelson City.
- 1.5 The allowable abstraction volumes from the sources are set by resource consent. For the Roding River, Council may abstract up to 254litres per second (22,000m<sup>3</sup>per day) but must ensure a residual flow in the river of 100litres per second (8,640m<sup>3</sup>per day) or the natural flow if this is less than 100litres per second. For the Maitai River sources, Council may abstract up to 300litres per second (25,920m<sup>3</sup>per day) from the South Branch and the full flow from the North Branch (site of the Maitai Dam) but must ensure a residual flow of 175 litres per second (15,120m<sup>3</sup>per day) 1 November to 30 April and between 190-300 litres per second during the balance of the year (depending on the flow in the South Branch). The residual flow can come from both branches of the river.
- 1.6 The raw water pipeline from the Roding River can deliver 22,000m<sup>3</sup> per day and the Maitai pipelines between 17,000 and

37,000 m<sup>3</sup> per day depending upon which pipeline is used and whether or not pumps are operated.

- 1.7 Since the year 2000 the peak water demand for the city over the summer months has varied between 27,160 -35,000m<sup>3</sup>per day.
- 1.8 Records of volumes supplied from the Maitai and Roding Rivers for the years July 2007 to June 2014 are shown in Table 1 below. Table 2 shows the use by month for the 2013/14 year.

Year	Total Volume abstracted (000m <sup>3</sup> )		
	Maitai(combined)	Roding	Total
2007-2008	4,592 (54%)	3,974 (46%)	8,566
2008-2009	4,696 (62%)	2,908 (38%)	7,604
2009-2010	4,995 (63%)	2,977 (37%)	7,972
2010-2011	NA	NA	7,188
2011-2012	4,119 (56%)	3,221 (44%)	7,340
2012-2013	4,722 (63%)	2,734 (37%)	7,456
2013-2014	4,508 (62%)	2,815 (38%)	7,323

*Table 1: Yearly volumes supplied from the Maitai River (combined) and Roding River. The figures in brackets are the relative percentages.*

Month -2013/14 year	Maitai (combined avege daily) m <sup>3</sup>	Roding (avege daily) m <sup>3</sup>	Maitai maximum allowable abstraction-flow dependent (daily) m <sup>3</sup>	Roding maximum allowable abstraction -flo dependent(daily) m <sup>3</sup>
July	336,000 (10,838)	239,000 (7,710)	803,520 (25,920)	682,000 (22,000)
August	367,000 (11,839)	212,000 (6,839)	803,520 (25,920)	682,000 (22,000)
September	330,000 (11,000)	226,000 (7,533)	777,600 (25,920)	660,000 (22,000)
October	403,000 (13,000)	172,000 (5,548)	803,520 (25,920)	682,000 (22,000)

November	355,000 (11,833)	286,000 (9,533)	777,600 (25,920)	660,000 (22,000)
December	421,000 (13,580)	273,000 (8,806)	803,520 (25,920)	682,000 (22,000)
January 2014	443,000 (14,290)	241,000 (7,774)	803,520 (25,920)	682,000 (22,000)
February	361,000 (12,893)	309,000 (11,035)	725,760 (25,920)	616,000 (22,000)
March	458,000 (14,774)	225,000 (7,258)	803,520 (25,920)	682,000 (22,000)
April	418,000 (13,933)	173,310 (5,777)	777,600 (25,920)	660,000 (22,000)
May	298,000 (9,613)	247,686 (7,990)	803,520 (25,920)	682,000 (22,000)
June	318,000 (10,600)	211,125 (7,037)	777,600 (25,920)	660,000 (22,000)
<b>Total</b>	<b>4,508,000</b>	<b>2,815,121</b>	<b>9,460,800</b>	<b>8,096,000</b>

*Table 2: Monthly volumes of water abstracted from the Maitai River (combined) and Roding River 2013-14.*

- 1.9 Nelson City Council abstracts approximately 7,200,000m<sup>3</sup> - 8,500,000m<sup>3</sup> of water per year from all sources and records supply through meters of approximately 5,000,000m<sup>3</sup>- 6,000,000m<sup>3</sup> of water per year. The balance is considered to be "un-accounted for water" and is made up of a number of items such as water used to flush lines, test fire flows, use by contractors, meter inaccuracy and lost through leaks and breaks.
- 1.10 Nelson City Council can currently treat approximately 40,000m<sup>3</sup> of water per day, rising to approximately 50,000m<sup>3</sup> of water per day with the installation of the fifth filter train over the next two years. At 50,000m<sup>3</sup> of water per day the raw water sources and treatment plant have sufficient capacity to supply the water demand for the Nelson South section of the

city. However we currently lack the reticulation capacity to supply adequate fire flows.

- 1.11 Tasman District Council supplies water to the Wakatu industrial estate, properties on the North side of Champion Road, the Alliance Group Ltd processing plant and ENZA Ltd.
- 1.12 Prior to the 1989 Local Government reorganisations these areas were part of the Waimea County Council, one of the forerunners to the Tasman District Council. Infrastructure was installed in the 1960's to create an industrial supply for the Alliance freezing works on Main Road Stoke and the ENZA fruit processing factory on Nayland Road. The network consisted of the well field on the Waimea River, a trunk main from that point to a concrete reservoir at the head of Champion Road, the trunk main to Alliance and ENZA and a reticulation main along Hill Street North. Industrial supply contracts under the control of the Waimea County Council have been left in place since that time and Tasman District Council has continued to manage the main in Hill Street North.
- 1.13 As the new residential subdivisions adjacent Champion Road have been developed Tasman District Council has undertaken to supply these with water.
- 1.14 Tasman District Council supplies water to the large industrial users under separate individual supply agreements. The residential demand and small industrial users are supplied under the same terms and conditions as the Richmond residential users and Tasman District Council undertakes the administration, network operations and maintenance functions.
- 1.15 The large industrial users in Nelson South have a combined demand of approximately 30,000-40,000 m<sup>3</sup> per month over a six-seven month peak season. The demand in the balance of the year is still fairly consistent, although at slightly lower volumes. The long peak season results from the processing seasons starting at different times for the various industries.

<b>Nelson water use</b>	<b>South</b>	<b>Volume invoiced by Tasman District Council (m<sup>3</sup> of water per year)</b>	<b>Volume invoiced by Nelson City Council (m<sup>3</sup> of water per year)</b>
Residential		approximately 50,000 (rising to 120,000 when fully developed)	approximately 2,900,000

Small industrial	volume approximately 70,000	approximately 2,100,000
Large industrial	approximately 365,000	
Total	approximately 485,000	approximately 5,000,000

*Table 3: Nelson South Water use*

1.16 Tasman District Council supplies approximately 485,000m<sup>3</sup> of water per year to Nelson City Council customers as shown in Table 1. By way of comparison Nelson City Council supplies approximately 5,000,000m<sup>3</sup> of water per year to other customers throughout the city.

12 September 2014



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## Minutes of a meeting of the Nelson Regional Sewerage Business Unit

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

On Friday 20 June 2014, commencing at 1.08pm

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Present: Councillor R Copeland and Mr D Shaw (Nelson City Council),  
Councillors B Dowler and M Higgins (Tasman District  
Council)

In Attendance: M Hippolite (Iwi Representative), P Wilson (Industry  
Customers' Representative), Nelson Regional Sewerage  
Business Unit General Manager (R Kirby), Senior Asset  
Engineer – Solid Waste (J Thiart), and Administration  
Adviser (E-J Ruthven)

### 1. Apologies

There were no apologies.

### 2. Interests

Members provided updates to the Interests Register, and no conflicts  
of interest with agenda items were declared.

### 3. Receipt of Independent Chairperson Resignation

Nelson Regional Sewerage Business Unit General Manager, Richard  
Kirby, noted that Donna Hiser had resigned as the independent  
member and Chairperson of the Nelson Regional Sewerage Business  
Unit, due to ill health.

Resolved

***THAT that the Nelson Regional Sewerage  
Business Unit receive the resignation of Donna  
Hiser with regret;***

***AND THAT the Nelson Regional Sewerage  
Business Unit acknowledge the efforts of  
Donna Hiser for the Nelson Regional Sewerage  
Business Unit and a number of other council  
activities over the past 10 years.***

Higgins/Shaw

Carried

#### 4. Election of Interim Chairperson

Councillor Dowler nominated Michael Higgins to be interim Chairperson, and this was seconded by Mr Shaw.

Resolved

***THAT Councillor Michael Higgins be elected interim Chairperson of the Nelson Regional Sewerage Business Unit until such a time as a permanent replacement has been made.***

Dowler/Shaw

Carried

#### 5. Confirmation of Minutes – 14 March 2014

Document number A1163334, agenda pages 6-12 refer.

There was a discussion regarding item 7.7 in the previous minutes. It was noted that, subsequent to the previous meeting, information had come to light indicating that Mr Wilks had been asked to attend the conference on behalf of the Nelson Regional Sewerage Business Unit. It was further noted that the costs of attending the conference had been adequately covered by both the Nelson Regional Sewerage Business Unit and Tasman District Council.

Resolved

***THAT the minutes of a meeting of the Nelson Regional Sewerage Business Unit, held on 14 March 2014, be confirmed as a true and correct record.***

Copeland/Shaw

Carried

#### 6. Status Report – 20 June 2014

Document number A452094, agenda pages 13-14 refer.

There was a discussion regarding items on the Status Report.

In response to questions, Mr Kirby explained that items B, J and 1 were programmed for the 2014/15 work programme. He added that item I would be attended to with the Customer Group meeting scheduled for the following week, and that item 3 was due for completion at the end of June 2014.

With regards to item G, it was noted that Tasman District Council was reviewing the Reserves Management Plan with regards to Rabbit Island, and it was agreed that the Business Unit needed to take part in this process. Competing pressures from other groups wishing to use Rabbit Island for recreational purposes were noted.

There was a discussion regarding item H. In response to a question, Senior Asset Engineer – Solid Waste, Johan Thiart, explained that the cost of landfilling biosolids currently sprayed would be over \$700,000, although a formal report on this issue was still to be developed.

There was a further discussion regarding item 6. In response to a question, Mr Kirby explained that charging mechanism modelling was expected to be completed shortly, and would be reported on in September 2014. He said a workshop would take place shortly, focusing on growth in the two Council areas over the next 30 years, which would feed into the capacity review of the plant. It was noted that plant capacity had a significant impact on the customer charging regime, and the importance of ensuring that the capacity figures arrived at through the review were realistic was emphasised. It was further noted that the contributors be consulted after the review had been completed.

There was a brief discussion regarding item 7, during which Mr Thiart offered to take any interested members to the Bell Island Spit to observe plantings undertaken by volunteers. He said that a sign regarding plantings on the spit was due to be erected shortly.

Resolved

***THAT the Status Report – 20 June 2014 (A452094) be received.***

Copeland/Dowler

Carried

## **7. Checklist (Board Work Plan)**

It was clarified that the expectation was still that four committee meetings be held each year.

## **8. General Manager's Report**

Document number A1203249, agenda pages 15-21 refer.

The Chairperson formally welcomed Mr Kirby to his first meeting as General Manager of the Business Unit.

### **8.1 Recent Actions**

Mr Kirby provided an update regarding recent activities. He said that a constructive meeting had been held between Nelmac and Nelson City Council senior staff regarding contract 3458, and that there was a clear understanding between the parties that all actions were to be based on agreements reached verbally in the first instance.

## 8.2 Contract 3458 – Operations and Maintenance

In response to a question, Mr Kirby advised that utilising the facultative ponds rather than the activated sludge area for much of the year would lead to energy savings. He added that the plant's activated sludge capacity was required to address peaks throughout the year, and that this was a major benefit of having a dual capacity treatment plant.

## 8.3 Key Performance Indicators

It was noted that 100% compliance had been reached for all key performance indicators for the three months to 30 April 2014, and it was clarified that the table in paragraph 8.2 covered the 12 months to 30 April 2014.

## 8.4 Health and Safety

A briefing was suggested on the implications of new Health and Safety legislation, and assurances that health and safety obligations were being met through Nelson City Council's management processes.

## 8.5 Biosolids Contract

Mr Kirby explained that the only compliant tender was from the existing contractor. He said that negotiations were underway regarding the contract price, and that the current contract was likely to roll over until the new contract was finalised.

Mr Thiart added that improving pre-treatment of the biosolids was likely to decrease the actual amount of biosolids sprayed, which would affect the total cost of the contract.

In response to a question, it was clarified that there was currently adequate capacity on Bell Island and Rabbit Island, with no need to pursue biosolids application at Rough Island at this stage, although competing recreational uses of Rabbit Island may lead to Rough Island being considered further in the future.

## 8.6 Financial

It was noted that electricity use appeared to be dropping. In response to a question, Mr Thiart explained that running two of the ATAD trains, rather than all three, saved approximately one third of electricity costs, although the quality of biosolids was compromised to a certain extent by doing so.

Resolved

***THAT the General Manager's Report  
(A1203249) be received.***

Shaw/Copeland

Carried

## 9. Financial Report

Document number A1111020, agenda pages 22-23 refer.

Mr Kirby explained that the fluctuation between the budgeted and actual contract and general maintenance reflected the shift in contractors. He said that the decrease in actual contract maintenance figures reflected that it was more cost-effective for the Business Unit to carry this risk.

Resolved

***THAT the Nelson Regional Sewerage Business Unit Financial Statement for the period ended 30 April 2014 (A1111020) be received.***

Shaw/Copeland

Carried

## 10. Review of Strategic Plan 2013-2016

Document number A1203715, agenda pages 24-27 refer.

Mr Kirby explained that the Strategic Plan 2013-2016 was current, but could be reviewed if necessary.

There was a discussion regarding load management policies, and whether the Business Unit could create an incentive for both Councils to address this issue and reduce loads where possible.

In response to a question, Mr Thiart advised that Nelson City Council had noted a large increase in loads in the Stoke area. He said that investigations were underway as to where the increased loads were coming from, and that where appropriate, trade waste charges could be applied against users transferring high loads to the system.

Resolved

***THAT the Nelson Regional Sewerage Business Unit Strategic Plan 2013-2016 (A1203715) be received.***

Dowler/Higgins

Carried

## 11. Nelson Regional Sewerage Business Unit Business Continuity Plan

Document number A1203712, agenda pages 28-44 refer.

Mr Kirby advised that the draft business continuity plan recognised that the Bell Island plant formed a part of both Councils' emergency response systems. He said it was important for the Business Unit to consider the role of the plant in a regional emergency event, and to be

able to ensure continuity both from a contract management, and contractors' perspective.

There was a discussion regarding the priorities in the event of a serious emergency, and whether minimisation of threats to the environment, or minimisation of damage to historic sites on Bell Island should also be considered as a priority as well.

It was noted that the business continuity plan was most likely to apply in the event of a significant natural disaster, and a variety of views were expressed regarding whether it was appropriate to include minimisation of threats to the environment as a priority in this type of scenario, as this may not be able to be realistically achieved.

It was further noted that the two councils were likely to have emergency provisions within their Resource Management Plans that would take account of threats to the environment.

There was a brief discussion about whether the Business Continuity Plan needed to address the potential for bird strikes at Nelson Airport, from birds nesting at Bell Island. In response to a question, Mr Thiart explained how bird numbers at Bell Island are managed.

In response to a question, Mr Thiart advised that, with regards to Appendix 1 and mitigation activities for typical disruption events, 'redundancy' referred to having back up equipment available to take over in the event of equipment failure. He said that an example of this was pump stations having stand-by pumps, so that if one failed, the second could start up, although he acknowledged that not all pump stations were equipped to this level.

Resolved

***THAT the Nelson Regional Sewerage Business Unit Business Continuity Plan (A1203712) be received.***

Copeland/Dowler

Carried

## **12. 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><b>Nelson Regional Sewerage Business Unit – Public Excluded – 14 March 2014</b></p> <p>These minutes confirm the minutes of 14 March 2014 and also contain information regarding:</p> <ul style="list-style-type: none"> <li>Chairperson’s Report, including information relating to actions taken by Council officers.</li> </ul>	<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"> <li>Section 7(2)(a) To protect the privacy of natural persons</li> </ul>

Dowler/Copeland

Carried

The meeting went into public excluded session at 2.29pm and resumed in public session at 2.30pm.

During the public excluded part of the meeting, the committee considered the public excluded minutes of the meeting of 14 March 2014.

Resolved

***THAT the minutes of part of the meeting of the Nelson Regional Sewerage Business Unit, held on 14 March 2014, be confirmed as a true and correct record.***

Shaw/Copeland

Carried

**13. Re-admittance of the Public**

Resolved

***THAT the public be re-admitted to the meeting.***

Higgins/Copeland

Carried

Nelson Regional Sewerage Business Unit  
20 June 2014

There being no further business the meeting ended at 2.30pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

UNCONFIRMED



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**Minutes of a meeting of the Works and Infrastructure Committee**

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

**On Thursday 4 September 2014, commencing at 9.00am**

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Present: Councillor E Davy (Chairperson), L Acland, I Barker, R Copeland, M Lawrey (Deputy Chair), G Noonan and T Skinner

In Attendance: Councillor M Ward, Chief Executive (C Hadley), Group Manager Infrastructure (A Louverdis), Group Manager Community Services (C Ward), Chief Financial Officer (N Harrison), Manager Administration (P Langley), and Administration Adviser (G Brown)

Apologies: Her Worship the Mayor, R Reese

**1. Apologies**

Resolved

***THAT apologies be received and accepted from  
Her Worship the Mayor.***

Lawrey/Copeland

Carried

**2. Confirmation of Order of Business**

The Chairperson advised that there was a public forum presentation.

He said that there was no further change to the order of business.

**3. Interests**

There were no updates to the Interests Register, and no interests with agenda items were declared.

#### 4. Public Forum

##### 4.1 Angus McNeill

Angus McNeill spoke about the Maitai River Walkway, and tabled a document (A1243040). He discussed the delay in the completion of part of the walkway from the Trafalgar Street Bridge to the library.

The Chair provided an update (A1238801) and indicated that the walkway would be open on 5 September 2014, with the exception of access to the pontoon and the Akersten Street link which was scheduled to open around 19 September 2014.

In response to a question, Group Manager Infrastructure, Alec Louverdis advised that the part of the walkway between the library and Trafalgar Street was closed as it was unsafe for pedestrians and cyclists as construction work had commenced. He said that there were complex issues with the area near Crowe Horwath with respect to their earthquake strengthening however progress was being made.

#### 5. Confirmation of Minutes – 24 July 2014

Document number A1224712, agenda pages 6-20 refer.

Resolved

***THAT the minutes of the meeting of the Nelson City Council – Works and Infrastructure Committee, held on 24 July 2014, be confirmed as a true and correct record subject to the editorial change in item 11 of 'property' to 'priority'.***

Lawrey/Skinner

Carried

#### 6. Status Report – Works and Infrastructure – 4 September 2014

Document number A1150321, agenda pages 21 refer.

Resolved

***THAT the Status Report – Works and Infrastructure 4 September 2014 (A1150321) be received.***

Davy/Copeland

Carried

## 7. Chairperson's Report

The Chairperson provided a verbal update. He advised councillors that a request had been made for a further report for the trial closure of Beatson Road, which would be considered at the Works and Infrastructure meeting on 16 October 2014.

## 8. Approval to Award Contract for Corder Park Pump Station

Document number A1231449, agenda pages 22-25 refer.

In response to a question, Mr Louverdis informed councillors that this project whilst having a large dollar value was not a significant issue as specified in Council's Significance Policy and that the project was approved through the Annual Plan and Long Term Plan.

Senior Asset Engineer – Utilities, Phil Ruffell joined the meeting. In response to a question he advised that the Corder Park pump station would have approximately a life of 50 years, however maintenance on pumps would be required within the 10 – 20 year span.

In response to a question, Mr Louverdis advised that a contingency for projects was standard practice and that 10% was appropriate in this case. He said that there was always a degree of uncertainty with projects, however a process was in place for significant issues to be reported back to the Works and Infrastructure Committee.

In response to a question, Mr Ruffell said that the Corder Park pump station would reduce the pressure profile of the pumping station at Neale Park. However, he advised that the Neale Park pump station would be improved in the future.

Resolved

***THAT the report Approval to award contract for Corder Park Pump Station (A1231449) be received;***

***AND THAT the tender for \$4,784,350 from Downer NZ Ltd be accepted;***

***AND THAT this acceptance be on the basis that this is a multi-year contract over two financial years and that the contract be considered a committed contract with funding to be approved to complete the project in the 2015/16 financial year.***

Davy/Lawrey

Carried

## 9. 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	<b>Works and Infrastructure Committee – Public Excluded – 24 July 2014</b>	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(h) To carry out commercial activities</li> </ul>
2	<b>Public Excluded Status Report – 4 September 2014</b>  This report contains information regarding:  Washington Valley Property Disposal	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
3	<b>Washington Valley Property Disposal</b>  This report contains information regarding the sale of property.	Section 48(1)(a)  The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>

Davy/Noonan

Carried

Works and Infrastructure Committee  
4 September 2014

The meeting went into public excluded session at 9.25am and resumed in public session at 9.36am.

## 10. Re-admittance of the Public

Resolved

***THAT the public be re-admitted to the meeting.***

Davy/Lawrey

Carried

There being no further business the meeting ended at 9.36am.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

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**Minutes of a meeting of the Community Services Committee –  
Community Assistance Funding 2014/15**

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

**On Monday 8 September 2014, commencing at 9.04am**

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

In Attendance: Councillors I Barker and E Davy, Group Manager Community Services (C Ward), Manager Community Partnerships (S Hermsen), Social Development Adviser (N Mercer) and Administration Advisers (L Laird, E-J Ruthven and E Farrell)

Apologies: Her Worship the Mayor (R Reese), and Councillor P Matheson

**1. Confirmation of Order of Business**

There were no changes to the order of business.

**2. Interests**

No updates to the Interest Register were made, and no conflicts with items on the agenda were declared, however councillors were encouraged to declare interests as they arose during the meeting.

**3. Apologies**

Resolved

***THAT apologies be received and accepted from  
Her Worship the Mayor and Councillor  
Matheson.***

Ward/Copeland

Carried

**4. Hearing Schedule**

**4.1 Adult Learning Support Nelson Inc**

Cameron Forbes presented the application and discussed the key functions of the organisation.

He noted the importance of encouraging a functional and critically literate community.

Attendance: Councillor Skinner joined the meeting at 9.08am.

Mr Forbes said the goals of the organisation were consistent with Council's community outcomes.

In response to questions, he said the sector of the community that required their service was underfunded by the government, and that the Tertiary Education Commission covered only 75% of their operational expenses.

#### 4.2 Alzheimers Society Nelson Inc

Heather Lakner spoke to the application and said the organisation offered support to many groups affected by dementia. She said the funding sought was to continue to run a cafe for people with dementia, and their families.

In response to questions, she said social functions were often hard for people suffering from dementia, and the environment they created at the cafe was suitable for people with this condition.

#### 4.3 Annesbrook Trust

Josiah Burton presented the application on behalf of the Annesbrook Trust.

Mr Burton talked about the 24/7 programme in Nelson high schools and other independent programmes for young people run by the Trust.

In response to questions, the submitter said the funding application was predominantly for the 24/7 programme. The submitter further added that about 180 – 200 young people attended their Wednesday night programme, and the one-on-one mentoring in schools reached roughly 10 young people a week.

#### 4.4 Big Brothers Big Sisters of Nelson

Attendance: Councillor Noonan declared an interest and left the room for the duration of the item.

Rachel Saunders presented the application on behalf of Big Brothers Big Sisters of Nelson. She outlined the benefits of mentoring for young people and that the service offered wrap around care and support for vulnerable young people. She said that this was an identified area of need in the community.

Ms Saunders said the mentoring was particularly successful in maintaining connections between the young person and the community.

In response to a question, Ms Saunders said the organisation worked with young people aged between 6 and 18 years old, and that they saw the best results when working with younger children. She added that referrals were mainly through schools and social agencies.

#### 4.5 CCS Disability Action Network Nelson Marlborough Inc

Barbara Gould spoke to the application and said the organisation provided support services for people with disabilities by maintaining connections to professional specialists. She said they worked with the family of a person with a disability and provided support for that family from childhood into adult life.

In response to a question, Ms Gould said the organisation worked with many groups in the community on access issues, and footpath conditions were an access issue faced by those with disabilities. With regards to the magazine, she said readership numbers were low yet feedback was that not all people wanted to read their news online.

#### 4.6 Citizens Advice Bureau

Duncan Fuller presented the application on behalf of the organisation. He said the organisation was mostly run by volunteers and the major financial cost was for the position of co-ordinator.

Mr Fuller said the organisation received about 3000 website enquiries per year, and received many requests for assistance through Council's Customer Services Centre from people wanting to find out information about the services on offer in Nelson.

#### 4.7 English Language Partners Nelson/Marlborough

Doug Adam spoke to the application, and outlined the services offered by the organisation. He said that the organisation sought to provide settlement support for refugees and migrants to Nelson.

Mr Adam said the organisation had helped 186 refugees and migrants this year. He added that the funding for which they had applied was earmarked for their literacy programme.

#### 4.8 Family Education Network Inc - Nelson

Lynda Rae presented the application on behalf of the organisation and gave a Power Point presentation (A1255520). She said the organisation worked in Nelson College for Boys to deliver a unique sexual education programme centred around avoiding unintended pregnancies.

#### 4.9 Loaves and Fishes, All Saints Church Nelson

Simon Martin and Alison Mountfort presented the application and spoke about the organisation's provision of food and community for vulnerable people in Nelson.



In response to questions, they explained that there was an increasing need for the provision of the organisation's services, and that they added activities on Thursday lunchtimes to ensure the experience was more than just receiving a free meal. They emphasised the community nature of the organisation's activities.

In response to further questions, they explained that the Anglican Church provided facilities and services rent-free, and that funding was required in order to provide food, salary, and other costs associated with the provision of services.

Attendance: the meeting adjourned for morning tea from 10.25am to 10.45am.

#### 4.10 Nelson Civic Choir

Attendance: Councillor Rainey declared an interest and withdrew from the meeting. Councillor Noonan assumed the Chair for the duration of this item.

Wim Oosterhoff presented the application and spoke about the history and activities of the Nelson Civic Choir. He said that funding was required to assist with the on-going running costs of the Choir, and with staging concerts.

He said that the Choir had applied for community grants, but that the level of support available through these means had dropped since the Christchurch earthquakes. He added that choir membership fees had been raised from \$85 to \$150 in order to assist with the Choir's running costs.

In response to a question, Mr Oosterhoff said that, on average, choir members were older, but that the choir was actively attempting to engage younger members.

#### 4.11 Nelson Environment Centre

Attendance: Councillor Rainey resumed the Chair.

Karen Driver, Sarah Langi and Shiner Kelly presented the application, and displayed photos of the Kids Edible Gardens in Schools Programme (A1255528).

They explained the focus of the Kids Edible Gardens in Schools programme and how the programme supported the academic curriculum and classroom learning.

Ms Langi said that, due to funding constraints, the programme was currently available in four Nelson primary schools, but that there was a large demand for the programme in a greater number of schools.

In response to a question, Ms Langi and Ms Kelly explained that Ministry of Education funding was currently unavailable to fund the programme. They emphasised that empowering school students was a

tool for educating the wider community, and that the programme helped to build a resilient Nelson community.

In response to further questions, Ms Driver said that the programme was a priority, and in the past year other projects had been dropped to keep the programme going. They added that any profits from the Recycle Centre were fed into other projects such as the Kids Edible Gardens in Schools programme.

#### 4.12 Nelson Male Voice Choir

John White spoke about the Nelson Male Voice Choir, and outlined its activities. He noted that the choir had relied on funding from the Canterbury Community Trust for the past three years for this purpose, but had missed the application this year.

Mr White explained the choir's aim of having a paying audience of approximately 200 at each event. He added that the choir regularly sang for free at events around Nelson, such as the Blessing of the Fleet and Anzac Day celebrations. He added that the choir sponsored visiting choirs from overseas, and had a focus on the development of young performers.

In response to questions, Mr White explained that the costs associated with hosting rehearsals, storage of materials and performances at the Nelson School of Music, were approximately \$3000 per year. He said that, with the closure of the School of Music, the choir was currently based at Old St Johns, and had bought a shipping container for the storage of materials. He explained that Council funding over the next four years would provide stability for the choir.

#### 4.13 Nelson Multicultural Council

Attendance: Councillor Lawrey declared an interest and left the room for the duration of this item.

Evey McAuliffe and Marie Johnston presented the application.

Ms McAuliffe explained that the Multicultural Council promoted positive race relations and the celebration of cultural diversity, and noted how this met Council's Community Outcomes. She said that the application was to cover three projects: Race Unity Day, a coordinator for the Speak Out Nelson-Tasman reporting system for racist incidents and a coordinator for the Nelson Newcomers' Network, with both coordinators' positions at five hours per week.

In response to questions, Ms Johnston explained how the Multicultural Council's projects aligned with Council's Nelson 2060 strategy. She added that the Nelson Multicultural Council was seen as a leading model for multicultural councils around New Zealand.

Attendance: Councillor Lawrey returned to the meeting.

#### 4.14 Nelson Symphony Orchestra Inc.

Pamela Seymour and Richard Wells spoke to the application and explained the Nelson Symphony Orchestra's membership and activities. Ms Seymour explained how the Orchestra's activities fit with Council's Community Outcomes.

Mr Wells explained that the Orchestra was completely dependent on fundraising. He said that the Canterbury Community Trust had provided funds in past years, but that there were increasing demands on the Trust's funds. He said that Tasman District Council had started to support the Orchestra, and that Council funding would assist with conductors' costs and putting on concerts.

Representatives of the Nelson Symphony Orchestra played a short String Quartet.

In response to a question, Mr Wells explained that the costs involved with being based at the Nelson School of Music were approximately \$7200 each year, with the addition of an annual free concert. He said that since the closure of the School of Music, the Orchestra had rehearsed at Old St Johns and NMIT, and noted difficulties with the movement and storage of large instruments.

#### 4.15 Nelson Tasman Youth Workers Collective

Deanne Kilpatrick and Jenna Baxter presented the application, and spoke about the activities of the Nelson Tasman Youth Workers Collective.

They explained that the application was partly to support Youth Week, and they tabled a copy of the 2014 brochure to illustrate the types of activities and events incorporated into Youth Week (A1247085). They added that the balance of the application was to assist with running a Youth Workers Award ceremony.

Attendance: Councillor Skinner left the meeting at 11.35am.

In response to questions, Ms Kilpatrick and Ms Baxter spoke about the increasing level of collaboration between youth agencies and other agencies, and noted that the Youth Workers Collective played an important lead role in such collaboration. They noted the success of the '4youth' website, and tabled materials relating to this (A1255549).

Attendance: The meeting adjourned from 11.41am to 11.43am.

#### 4.16 Nelson Womens Support Inc

Carrie Mozena presented the application and spoke about the activities of Nelson Women's Support Inc, and how the application met Nelson City Council's Community Outcomes.

In response to questions, Ms Mozena explained that the activities of local community centres tended to be focused on families, and that there were no other service providers targeting the needs of vulnerable women, particularly those aged over 45. She said that, anecdotally, there were higher numbers of women living alone and that affordable housing presented a major issue to older single women without resources.

In response to further questions, she said that referrals to Nelson Women’s Support Inc were largely via health related agencies, word of mouth, or through the website. She also clarified that the Canterbury Community Trust application for \$10,000 had subsequently been approved.

#### 4.17 Open Home Foundation

Christine Ford presented the application. She explained that the residential Family Home operated by the Foundation was the only family home in the top of the South Island, and outlined the complex needs of children placed in the home. She spoke about the work undertaken by the Foundation and the family home parents with children placed in the home, and the positive outcomes of this work.

In response to a question, Ms Ford explained that, without successfully sourcing funding, children with complex needs would have to be accommodated outside the top of the South Island.

#### 4.18 Post Natal Depression Support Network Nelson Inc

Gwen Daly Dover presented the application. She outlined the incidence of post natal depression, and explained how the group assisted women suffering from post natal depression. She added that the group received no government funding.

She explained that the application was to assist with the activities of the ‘Good Grief, I’m a Mum’ support group.

Attendance: Councillor Skinner returned to the meeting at 12.05pm.

#### 4.19 Q-Youth Inc

Clare Fairbrother and Ruby O’Sullivan presented the application.

Ms Fairbrother spoke about the need for Queer/Straight Alliance groups in Nelson high schools, and how such groups supported young people suffering from bullying, and a lack of support and/or information relating to their sexuality. She explained that queer youth presented much higher statistics for depression, self-harm and suicide, and emphasised the need for safe spaces within schools, as not all queer youth were able to participate in Q-Youth support activities outside of school.

In response to questions, Ms Fairbrother explained that Queer/Straight Alliance Groups provided a means for sharing information and embracing diversity, and were open to all students interested in learning and supporting queer youth, regardless of their sexuality.

In response to further questions, Ms O'Sullivan explained other activities of Q-Youth, including providing education programmes for other organisations outside of schools.

#### 4.20 Special Olympics Nelson

Margaret Robb and Lois Aitkenhead presented the application, and spoke about the activities of Special Olympics Nelson.

They said that the application was to cover the costs of hiring Ngawhatu Pool for Special Olympics swimming athletes, and gave a power point presentation of photos illustrating the athletes' activities and successes (A1255557).

They also noted the opportunities that Special Olympics provided for participating athletes, including attending courses and being role models for other athletes.

#### 4.21 Sport Tasman

Lesley McIntosh and Sarah Hodgson spoke about the application, and tabled a copy of the brochure for the 'Give it a Go' programme (A1255559). Ms McIntosh said that the programme aimed to encourage more women to be active, and that a social, group setting allowed women the freedom to try new activities.

Ms Hodgson explained that the programme concentrated on a holistic approach to health and well-being. She said that the programme would be run on a 'first come, first served' basis, although demand for the programme had largely come from women aged over 60.

In response to questions, Ms McIntosh and Ms Hodgson outlined potential venues for the programme, and explained that the programme would enable women to transition into different sporting codes following the introductory sessions.

#### 4.22 SVS – Living Safe

Dee Cresswell presented the application, and noted the current gap in programmes working with youth to prevent violent behaviour. She said that the application was to support a programme to assist young people with appropriate strategies to avoid resorting to violence. She said that the group received many referrals through the Police, Youth Court, Schools and other organisations. She tabled information relating to the programme (A1255567).

In response to questions, Ms Cresswell explained that positive feedback had been received from programme participants, as well as youth workers and alcohol and drugs counsellors who often worked alongside programme participants. She clarified that the application was to support Nelson youth only through the programme.

Attendance: The meeting adjourned for lunch from 12.37pm to 1.11pm.

#### 4.23 Tahunanui Community Centre

Jo Lavington and Judy Robinson presented the application, and spoke about the services provided by the Community Centre to assist residents to be socially engaged and active. They added that the Community Centre had started a food for families programme, and was experiencing increasing demand.

In response to questions they explained that, without funding, a decreased service would be provided. They said that they had only applied for a one-year contract, given uncertainties regarding the Community Centre's accommodation, which had since been resolved.

#### 4.24 The Nelson Ark

Karen Howieson presented the application and gave a power point presentation A1255580.

She explained that the Nelson Ark provided animal assisted therapy, to promote compassion and empathy and develop life skills. She said that the Nelson Ark provided an eight week course and continued to work with clients for up to one year.

In response to a question she said that \$4,000 had been received from Tasman District Council last year.

#### 4.25 The Parenting Place

Denise Adams presented the application, and explained that the Parenting Place provided small group parenting courses. She said that the course was provided using 100% New Zealand written and filmed material, and added that a new course was developed specifically for Maori families.

She explained further that the Parenting Place organised courses for parents of 0-6 year olds, 6-12 year olds, and teenagers, as well as providing a course for grandparents raising grandchildren.

#### 4.26 Victory Boxing Charitable Trust

Paul Hampton presented the application and tabled information about the Trust (A1255584). He outlined the development of the organisation and noted that it promoted the values of exercise, hard work, caring for others and respect, and resulted in the increased self-

esteem of the participants. Mr Hampton explained that the Trust received referrals from the police and schools from around the region.

In response to a question, Mr Hampton said that the Fight for Victory had been a major source of fundraising revenue, but that it had been unable to be held since the closure of the Trafalgar Centre.

In response to a further question, Mr Hampton said that the Trust was currently operating out of premises owned by the Gibbons Group, paying outgoings only, but that a bigger space was needed to cater for the number of participants.

#### 4.27 Victory Community Health

Penny Molnar presented the application for the Victory Health Centre. She said that Victory Community Health worked in conjunction with other volunteers and professionals in order to help whanau/families to reduce challenges faced by parents.

In response to a question, Ms Molnar explained that she was unaware of the \$2400 error in the accounts, but that this information could be sought and provided if necessary.

#### 4.28 Volunteer Nelson

Jacqui Irwin and Gordon Oldfield presented the application for Volunteer Nelson, and gave a power point presentation (A1255602).

They explained that Volunteer Nelson worked with community organisations by training and coordinating volunteers, with over 800 registered volunteers working with 156 organisations. It was noted to that volunteering benefitted both the organisations and individuals.

It was explained to the Committee that the organisation had reviewed its policies and had approved and implemented new ones.

In reply to a question it was explained that there had been an increase in the number of volunteers, with many being under 30 years old or new to Nelson.

#### 4.29 YMCA Nelson

Members of the Senior Raise Up Crew presented the application on behalf of the YMCA Nelson, and spoke about the benefits of the Raise Up Crew experience. In particular, the YMCA youth leadership camp and fortnightly meetings provide leadership training, confidence and team building skills to young people were noted.

In response to a question, the Committee was informed about groups's involvement in Victory's Got Talent, and their efforts to organise a Lorde concert in Nelson.

#### 4.30 Youth and Community Trust

Attendance: Councillor Rainey declared an interest and left the room for the duration of this item.

David Atoa and Jacinda Nurse and presented the application on behalf of Youth and Community Trust, and explained that the Trust provided emergency housing to young people aged 15-20, who had 'drifted' through other services.

They said that the Trust aimed to provide a safe and secure environment for young people, in order to assist with transitioning into permanent accommodation and work or training, and noted that these aims met Council's Community Outcomes.

In response to a question Ms Nurse explained that with increased funding, the Trust would be able to increase the level of service. She outlined recent success stories regarding young people assisted by the Trust.

The meeting adjourned at 2.18pm, to resume on Tuesday 8 September, at 9.00am.



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## **Minutes of a meeting of the Community Services Committee – Community Assistance Funding 2014/15**

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

**On Tuesday 8 September 2014, commencing at 9.07am**

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- Present:** Councillor P Rainey (Chairperson), Her Worship the Mayor (R Reese), Councillors R Copeland, M Lawrey, G Noonan (Deputy Chairperson), T Skinner, and M Ward
- In Attendance:** Councillor I Barker, Group Manager Community Services (C Ward), Manager Community Partnerships (S Hermsen), Social Development Adviser (N Mercer) and Administration Advisers (E-J Ruthven and L Laird)
- Apologies:** Councillor P Matheson

### **5. Allocation of Community Assistance Funding 2014/15**

Document number A1236719, agenda pages 7-14 refer.

Committee members discussed the breadth of applications to the Community Assistance fund, and Social Development Adviser, Nicola Mercer, tabled a document outlining organisations currently holding Community Assistance contracts (A1240640).

In response to a question, Manager Community Partnerships, Shanine Hermsen, explained that there were a number of applications from community organisations that did not necessarily have 'charitable' status, but who were closely aligned to and operated under 'umbrella' community groups that did have 'charitable' status.

Committee members discussed the Policy criteria for one-off grant applications. In response to questions, Ms Hermsen explained that some applications for one-off grants were for organisations' on-going expenses, which was against the criteria of the Policy. She acknowledged that in previous years, one-off grant applications for on-going expenses had been approved, and that, as a result, some community groups may have had an expectation that it was appropriate to apply for one-off grants in this manner.

Following discussion, there was general agreement amongst committee members that the criteria in the Policy should be adhered to, unless exceptional circumstances suggested that a recommendation to Council for a different course of action was warranted.

Community Services Committee – to hear and deliberate on Applications for Community Assistance Funding 2014/15 – 8 and 9 September 2014

During discussion, committee members indicated a desire to review the Community Assistance Policy in the near future.

The Chairperson reminded committee members of the preference that applicants leveraged additional funding for projects from alternative sources. He added that the committee would need to decide an appropriate percentage of funding, between 10% and 20%, to allocate to one-off grants.

The committee agreed to consider one-off grant applications in the first instance, prior to considering the appropriate percentage funding split for one-off and contract applications.

## **6. One-Off Grant Applications**

### **6.1 Age Concern Nelson**

Committee members discussed the application. It was suggested that the organisation may be able to apply a small charge to off-set costs of the project, and that a partial grant was appropriate in the circumstances.

It was agreed that a partial grant of \$1500 be made.

### **6.2 Aqua'Lite**

In response to a question, Ms Hermsen explained that the group did not have charitable status, but came under the umbrella of Diabetes Nelson, which did have charitable status.

During discussion, it was noted that the application was for on-going expenses, and it was agreed that the application be declined on this basis.

### **6.3 Arthritis Foundation of New Zealand Inc**

During discussion, it was noted that the application was for on-going expenses, and it was agreed that the application be declined on this basis.

### **6.4 Bhutanese Society of Nelson, New Zealand Inc.**

During discussion, it was noted that the application was for on-going expenses, and it was agreed that the application be declined on this basis.

### **6.5 Bridge Valley Adventure Centre**

The committee discussed the application, and noted that the event was more likely to attract families from the Tasman region than the Nelson region.

It was further noted that the event was an annual event and on-going in nature. It was agreed that the application be declined.

#### 6.6 Celtic Pipe Band Inc.

The committee discussed the application. It was noted that Nelson's hosting of the National Pipe Band Championships would bring a large number of people to Nelson.

During discussion, it was suggested that the application would be better directed to the Events Fund administered by the Economic Development Agency.

It was agreed that the application be declined, that the group be directed to apply to the Events Fund, and that the committee indicate to the Economic Development Agency its support of this event.

#### 6.7 Chin Community of Nelson

The committee discussed the application. It was noted that the organisation provided a valuable service to a former refugee community, however it was also noted that it was to cover on-going expenses. The committee agreed that in future years the organisation should be encouraged to apply for contract funding rather than for a one-off grant.

The committee agreed that it may be desirable to consider a recommendation to Council to award a grant outside the terms of the Policy, and to return to consider this application further later in the meeting.

#### 6.8 Community Workers Training and Support

Committee members discussed the application, and noted that it was for the development of a potential public arts project.

A variety of views were expressed regarding whether it was appropriate for Community Assistance funding to be applied to the planning stages of potential projects. It was suggested that this application could be better directed towards the Arts Fund.

Following discussion, it was agreed that the application be declined, but that the Arts Fund be brought to the applicant's attention.

#### 6.9 Epilepsy New Zealand Nelson/Marlborough Branch

During discussion, it was noted that the application was for on-going expenses, and it was agreed that the application be declined on this basis.

6.10 Forest and Bird (Nelson/Tasman)

The committee discussed the application and agreed that a grant of \$2500 be made.

6.11 Hearing Association Nelson Inc

The committee discussed the application and agreed that a grant of \$1560 be made.

6.12 Kopuawai Te Kohanga

Committee members discussed the application, and noted that it was for the provision of uniforms. A variety of views were expressed regarding whether the provision of uniforms was an appropriate use for Community Assistance funding.

During discussion, it was noted that the organisation was not currently sourcing any other funding for the uniforms, and several committee members suggested that the organisation could undertake fundraising activities towards the cost of uniforms.

Following discussion, it was agreed that a partial grant of \$1367.35 be made.

6.13 Loaves and Fishes

It was agreed that a grant of \$1000 be made.

6.14 Marsden Valley Trapping Group

In response to a question, Ms Mercer explained that the group did not have charitable status, but came under the umbrella of the Brook Waimarama Sanctuary, which did have charitable status.

Following discussion, it was agreed that a grant of \$1500 be made.

6.15 Neighbourhood Connections (Tautoko Services)

The committee discussed the application, and agreed that a grant of \$2500 be made.

6.16 Neighbourhood Support

The committee discussed the application, and noted that the proposal was a trial to grow Neighbours' Day into Neighbours' Month.

Attendance: Councillor Copeland left the meeting at 10.24am

Following discussion, it was agreed that a grant of \$2500 be made.

6.17 Nelson Community Christian Night Shelter

The committee discussed the application. It was noted that the organisation provided a valuable service, however it was also noted that the application was for on-going expenses.

The committee indicated their desire to provide a grant of \$1500, however it was agreed that a recommendation to Council to do so would be required, as the application fell outside the terms of the Policy.

It was agreed to return to this application later in the meeting.

6.18 Nelson Community Toy Library

Following discussion it was agreed that a grant of \$2500 be made.

6.19 Nelson Cricket Association

Committee members discussed the application. It was noted that the organisation was unable to prove its charitable status, and concern was expressed at the small number of children that may benefit from the coaching clinic.

Following discussion, it was agreed that the application be declined.

Attendance: The meeting adjourned for morning tea from 10.43am to 11.00am

6.20 Nelson Grey Power Association Inc

Attendance: Councillor Noonan declared an interest and left the meeting for the duration of this item.

Following discussion, it was agreed that a grant of \$2300 be made.

6.21 Nelson Multicultural Council

The committee discussed the application. It was noted that the application was to support an event that occurred annually, and was therefore on-going in nature.

A suggestion was made that it would be more appropriate for the organisation to include this event in its application for a Community Assistance contract.

The committee indicated their desire to provide a grant of \$2500 towards the event, however it was agreed that a recommendation to Council to do so would be required, as the application fell outside the terms of the Policy.

It was agreed to return to this application later in the meeting.

6.22 Nelson Musical Theatre Incorporated

The Committee discussed the application, during which questions were raised regarding whether any compliance issues were raised with regards to the use of flued heaters.

Following discussion, it was agreed that a grant of \$974 be made, subject to consultation with Council's Eco Building Design Adviser and the installation of the heaters meeting building compliance.

6.23 Nelson Railway Society

Following discussion, it was agreed that a grant of \$2000 be made.

6.24 Nelson Tasman Cycle Trails Trust

Committee members discussed the application, and whether Community Assistance funding was appropriately directed towards marketing materials. It was further noted that the application was partly to promote the Great Taste Trail, which was of benefit to the Nelson-Tasman region, rather than to Nelson residents.

Following discussion, it was agreed that the application be declined, but that further discussions take place with the applicant and Tasman District Council to consider how best to support the organisation going forward.

6.25 Nelson Tasman Region Hospice Trust

Following discussion, it was agreed that a grant of \$2500 be made.

6.26 Nelson Returned and Services Association Inc

The Committee discussed the application. It was noted that provision had been made within the Annual Plan 2014/15 for events associated with the centenary commemorations of World War I.

It was agreed that the application should be declined, and the applicant directed to apply to the Annual Plan budget for assistance with this project.

6.27 New Zealand Centre for Gifted Education Limited

The Committee discussed the application. Several committee members noted a concern regarding the number of children that would benefit, and the proportion that were Nelson-based, given that the programme was based in Richmond.

Following discussion, it was agreed that the application be declined.

Attendance: Her Worship the Mayor left the meeting at 11.31am.

6.28 New Zealand Chinese Association – Nelson Branch Incorporated (NZCA-NB)

The committee discussed the application. It was noted that the application was to cover the Chinese New Year Festival, and while this potentially could be an annual, on-going event, this was the first time that the organisation had applied for such funding.

Attendance: Councillor Copeland returned to the meeting at 11.34am.

Following discussion, it was agreed that a grant of \$2500 be made.

6.29 New Zealand Zomilnnkuan (Nelson) Inc

The committee noted that the application was for a festival for a significant former refugee community in Nelson, which also potentially could become an annual event. It was also noted that the application would benefit from greater clarity in the budget for the event.

Following discussion, it was agreed that a grant of \$2500 be made.

6.30 Nga Tamariki Toa o Te Pouahi

Committee members discussed the application, and noted that the organisation had not identified any further sources of funding towards the kapa haka uniforms.

Following discussion, it was agreed that a grant of \$2500 be made.

6.31 Richmond Group Riding for the Disabled Inc

During discussion, several committee members noted concerns regarding the number of Nelson residents that would benefit from the application.

Following discussion, it was agreed that the application be declined.

6.32 Rutherford Street Kindergarten

Following discussion, it was agreed that a grant of \$2500 be made.

6.33 Sport Tasman

Committee members discussed the application. A variety of views were expressed regarding holding a free adult activity day on a weekday, and the need to provide a free bus when a large number of attendees would be Super Gold card holders, and already entitled to receive free public transport.

Following discussion, it was agreed that the application be declined.

6.34 The Order of St John

Following discussion, it was agreed that a grant of \$1396.63 be made.

6.35 Victory Community Health

Following discussion, it was agreed that a grant of \$2500 be made.

6.36 Victory School

Following discussion, it was agreed that a grant of \$1500 be made.

6.37 Waimarama Community Gardens

Following discussion, it was agreed that a grant of \$1000 be made.

6.38 Chin Community

Following discussion it was agreed that this application would need to go to Council as it sat outside the criteria of the Policy, given it related to the ongoing costs of the programme.

6.39 Community Workers Training and Support

During discussion, concern was expressed that the application did not fit within the criteria of the Community Assistance Policy, and that there were more appropriate funds for the project, including the Public Art Fund.

Attendance: Her Worship the Mayor joined the meeting at 12.16pm

Following discussion, it was agreed that the application be declined.

It was further agreed the response to the organisation should include endorsement of the project.

Attendance: the meeting adjourned for lunch from 12.19pm – 12.45pm

The Committee discussed a recommendation to Council. Group Manager, Chris Ward, said officers would bring a report back to the Committee should the Council agree to not fund these organisations.



Recommendation to Council

***THAT the following one-off contracts be approved because the benefits to the community outweigh the individual reasons as to why they have not met the individual criteria of the policy as they stand:***

- ***Nelson Community Christian Night Shelter***
- ***Nelson Multicultural Council***
- ***Chin Community of Nelson.***

Ward/Noonan

Carried

## **7. Contract Applications**

The Committee then considered contract applications. Officers clarified that if contracts were approved in excess of the total available amount, it would be open to the Committee to consider applying a pro rata system, resulting in a reduction in the amounts available for each organisations.

### **7.1 Adult Learning Support**

Committee members noted the unmet outcomes, and officers advised that the organisation had returned the funds that had been allocated for the parts of the programme that were not delivered.

Following discussion, it was agreed that the full contract be awarded.

### **7.2 Alzheimers Society Nelson Inc**

Following discussion, it was agreed that the full contract be awarded.

### **7.3 Annesbrook Trust**

Following discussion, it was agreed that the contract be awarded to 75% of the amount applied for.

### **7.4 Big Brothers Big Sisters of Nelson**

Attendance: Councillor Noonan declared an interest and left the room for the duration of this item.

Following discussion, it was agreed that the full contract be awarded.

### **7.5 Blind Foundation**

Following discussion, it was agreed that the full contract be awarded.

7.6 CCS Disability Action Nelson Marlborough Incorporated

There was discussion regarding the effects of applying a pro rata system to contract applications. Several committee members suggested that some organisations should be awarded the full application amount, and to achieve this some applications should be fully declined.

Following discussion, it was agreed that the full contract be awarded.

7.7 Citizens Advice Bureau

Committee members noted the value of the organisation's databases. Following discussion, it was agreed that the full contract be awarded.

7.8 English Language Partners Nelson-Marlborough

Following discussion, it was agreed that the full contract be awarded.

7.9 Family Education Network Inc - Nelson

Following discussion, it was agreed to come back to this application later in the meeting.

7.10 Hearing Association Nelson Inc

Following discussion, it was agreed that the full contract be awarded.

7.11 Kidpower Teenpower Fullpower Trust

Following discussion, it was agreed that the full contract be awarded.

7.12 Loaves and Fishes

Following discussion, it was agreed that the full contract be awarded.

7.13 Nelson Civic Choir, Nelson Symphony Orchestra and Nelson Male Voice Choir

There was a discussion about the applications from the Nelson Civic Choir, the Nelson Symphony Orchestra and the Nelson Male Voice Choir. It was mentioned that the Council had previously resolved to provide additional funding in the Annual Plan 2013/14 to the Nelson School of Music to assist the organisation to deliver its core services whilst the building remained closed due to earthquake-prone issues.

The Group Manager Community Services, Chris Ward, advised that the outcomes for this funding had not yet been decided, and were due to be the subject of a report to the Community Services Committee for decision.

The Chairperson raised that providing funding to the three organisations mentioned above could be included in the outcomes

sought for the allocation of the Annual Plan 2013/14 funding, noting that this would require approval by Council. It was suggested that these organisations are affiliated to the Nelson School of Music and that this may be an appropriate place for this funding to be allocated from.

Concern was expressed that Council may not agree to fund these organisations from this Annual Plan budget. It was acknowledged by most committee members that this was a risk, however most expressed a preference for the Annual Plan budget to be used for these organisations. It was re-iterated that the delegation to decide on the outcomes for this budget was with the Community Service Committee, however the Committee would need agreement from Council to alter how the budget was to be allocated.

Following discussion, it was agreed to come back to the applications from the Nelson Civic Choir, the Nelson Symphony Orchestra and the Nelson Male Voice Choir.

7.14 Nelson Environment Centre

Following discussion, it was agreed that the full contract be awarded.

7.15 Nelson Multicultural Council

Following discussion, it was agreed that the full contract be awarded.

7.16 Nelson Tasman Youth Workers Collective

Following discussion, it was agreed that the full contract be awarded.

7.17 Nelson Women's Support Inc

Following discussion, it was agreed that the full contract be awarded.

7.18 New Zealand Centre for Gifted Education Limited

Committee members discussed the applications and agreed that the wider community benefit in this programme was limited, and that there were more appropriate places for funding.

Following discussion, it was agreed that the application be declined.

7.19 Open Home Foundation – Nelson

Upon discussion it was noted that the organisation had not met the outcomes associated with its previous contract. Officers advised that the organisation had not catered for the targeted number of children owing to some children staying for longer periods.

The Committee agreed the outcomes should be changed to reflect bed nights as opposed to number of children.

In response to questions, Mr Ward said the organisation did receive funding from Child Youth and Family, yet sought additional support to provide a certain level of care for children who struggled to find appropriate foster care. He said the organisation offered a transitional service in the family home whilst dealing with behavioural issues, and added that they focussed on providing a high level of need for a small number of children.

Following discussion, it was agreed that the contract be awarded to 70% of the amount applied for.

7.20 Post Natal Depression Support Network Nelson Inc

Following discussion, it was agreed that the full contract be awarded.

7.21 Q Youth

It was noted that the organisation was not currently achieving its outcomes, and that this should be encouraged in any further contract. Following discussion, it was agreed that the full contract be awarded.

7.22 Special Olympics

Following discussion, it was agreed that the full contract be awarded.

7.23 Sport Tasman

Following discussion, it was agreed that the application be declined.

The Committee noted that in terms of the priorities of the Community Assistance Policy, the services offered by this organisation were a low priority, and that there was no evidence the organisation was seeking to leverage additional funding from other sources.

7.24 SVS – Living Safe

Following discussion, it was agreed that the full contract be awarded.

7.25 Tahunanui Community Centre

The need for a well developed plan was noted. Following discussion, it was agreed that the full contract be awarded.

7.26 Nelson Ark

Following discussion, it was agreed that the full contract be awarded.

7.27 The Parenting Place

Following discussion, it was agreed that the full contract be awarded.

7.28 Victory Boxing Trust

Following discussion, it was agreed that the full contract be awarded.

7.29 Victory Community Health

Following discussion, it was agreed that the full contract be awarded.

7.30 Volunteer Nelson

Following discussion, it was agreed that the full contract be awarded.

7.31 YMCA Nelson

Following discussion, it was agreed that the full contract be awarded.

7.32 Youth and Community Trust

Attendance: Councillor Rainey declared an interest and left the room for the duration of the item. During this time Councillor Noonan assumed the Chair.

It was noted that previous contracts had unmet outcomes, in that fewer young people were supported than contracted for.

Following discussion, it was agreed that the full contract be awarded.

7.33 Family Education Network Inc – Nelson

Following discussion, it was agreed that the full contract be awarded.

Attendance: Her Worship the Mayor joined the meeting at 2.16pm.

The Committee discussed the effects of the pro rata system on contracts, and that the lower level of funding received would limit the ability of some organisations to achieve their outcomes. The Chairperson encouraged committee members to consider this during the review of the Community Assistance Policy.

It was agreed that the review would need to be wide reaching also considering the role and position of the Community Assistance Fund by Council.

The Committee considered the recommendation to Council regarding the Annual Plan budget for the Nelson School of Music discussed previously in the meeting.

It was agreed that the preferable approach for consider the allocation of this budget should be through a recommendation to Council that sought approval for these organisations to be included in the outcomes sought for this funding.

Mr Ward advised at that point an officer report could be brought to the Community Services Committee detailing the appropriate distribution

of that budget. There was agreement that this would add value to that budget line.

Resolved

***THAT 12.25% of the total funds available for Community Assistance be allocated to one-off grant applications.***

Ward/Lawrey

Carried

Recommendation to Council

***THAT Council give consideration to the sum of up to \$15,000 being allocated amongst the following organisations from the budget allocated to the Nelson School of Music through the Annual Plan 2014/15:***

- ***Nelson Civic Choir***
- ***Nelson Male Voice Choir***
- ***Nelson Symphony Orchestra***

Copeland/Noonan

Carried

There being no further business the meeting ended at 2.45pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

Community Services Committee – to hear and deliberate on Applications for Community Assistance Funding 2014/15 – 8 and 9 September 2014

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**Minutes of a meeting of the Community Services Committee**

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

**On Thursday 11 September 2014, commencing at 9.05am**

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Present: Councillor P Rainey (Chairperson), Her Worship the Mayor, R Reese, Councillors R Copeland, G Noonan (Deputy Chairperson), T Skinner and M Ward

In Attendance: Councillor I Barker, Chief Executive (C Hadley), Group Manager Infrastructure (A Louverdis), Senior Strategic Adviser (N McDonald), Property and Facilities Asset Manager (M Homan), Administration Manager (P Langley) Administration Adviser (G Brown), and Youth Councillors (E James and D Leaper)

Apologies: Councillors P Matheson and M Lawrey

**1. Apologies**

Resolved

***THAT apologies be received and accepted from  
Councillors Matheson and Lawrey.***

Ward/Noonan

Carried

**2. Confirmation of Order of Business**

There was no change to the order of business.

The Chair welcomed Youth Councillors Emily James and Daniel Leaper to the meeting.

**3. Interests**

There were no updates to the Interests Register, and no conflicts of interest with agenda items were declared.

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Attendance: Councillor Skinner joined the meeting at 9.07am.

## **4. Public Forum**

### **4.1 Community Art Works**

Faye Wulff spoke about Community Art Works and advised that an alternative location was required for this organisation with the impending development of Rutherford Park. She advised that the organisation currently paid minimum rent.

Ms Wulff said that the organisation was nationally and internationally recognised, with 400 people visiting weekly. She said that the Community Art Works was accessible by all, including individuals with disabilities, and the organisation supported local community groups with events.

In response to a question, Ms Wulff said that the organisation was open Monday to Friday along with some weekends and there was no fee charged to visitors. She said of the 400 visitors, many participated in art, others were tourists and many volunteered.

In response to further questions, Ms Wulff informed councillors that the organisation was not opposed to moving as the current building where Community Art Works was situated was too small and a larger location with office space and storage in the CBD would be ideal.

It was noted that the Community Art Works organisation would fall under Council's Community Lease Policy.

### **4.2 Nelson Petanque Club Inc**

Phil Spencer spoke to a document (A1241369), and discussed the grounds the Club used, which were directly next to Community Art Works and the Highland Pipe Band Hall.

Mr Spencer raised his concerns for the future of where the Nelson Petanque Club would be situated with the impending Rutherford Park development. He advised councillors that the Club had been approached to hold the South Island Master Games in 2015 however he felt that due to the uncertainty of the Club's location this was not able to come to fruition.

In response to a question, Mr Spencer advised that an area the size of a bowling green would be ideal for the Club, however he indicated that the Club would be happy with an area half this size, and it would not need to be a specific shape.

In response to a further question, Mr Spencer said that approximately 24 members attended meetings and that the four courts at Tahunanui could be used if the courts were extended and a facility erected. He indicated that the Club would be supportive of returning to the Maitai Club.



#### 4.3 Nellie Nightingale Library

Ian Barker, Chairperson of the Guardians of the Nellie Nightingale Library, outlined the background to the creation of the Guardians of the Nellie Nightingale Library. He advised that the creation of this group was due to a proposal to relocate the library in 2001.

Mr Barker advised that user numbers had been maintained and the meeting room was well utilised. He said that a bequest was made to upgrade the library and plans had been compiled, however the tender price was greater than the funds available and since this time no progress had been made. He indicated that Council should meet this shortfall or adjust the plans accordingly for the upgrade.

Sylvia Shand added that over one year ago a plan was drawn up by a Council engineer, which included a ramp to make the library more user friendly. She advised that the existing footprint of the library could remain the same as there was not a need to extend. She indicated that \$127,000 was now available.

David Braithwaite said that building met 50% of the National Building Standard.

In response to a question, Mr Barker said his understanding was that access to the bequest was achieved through Annual Plans, as it had been consulted on, and that the shortfall was \$64,000.

It was discussed that \$150,000 was originally available from the bequest, however this was now \$127,000 due to a \$23,000 spend on the building. It was noted that clarification was required on this expenditure.

#### 5. Confirmation of Minutes – 7 August 2014

Document number A1229717, agenda pages 7-15 refer.

Resolved

***THAT the minutes of a meeting of the Nelson City Council – Community Services Committee, held on 7 August 2014, be confirmed as a true and correct record.***

Copeland/Skinner

Carried

#### 6. Status Report – Community Services Committee 11 September 2014

Document number A1157454, agenda pages 16-17 refer.

Resolved

***THAT the Status Report – Community Services  
11 September 2014 (A1157454) be received.***

Copeland/Ward

Carried

## **7. Chairperson's Report**

The Chairperson provided a verbal update to councillors. He advised that the Community Assistance funding hearings had taken place, and had been a great opportunity to engage with the community. He discussed that a review was required for Community Assistance funding, and indicated that the review should be brought forward and discussed at a workshop while the process was still fresh in participants' minds.

Strategic Advisor, Nicky McDonald advised that it was almost 3 years since the last full review and that a review was due in 2015. She suggested that a workshop could be organised in 2014 with a working group established in the 2015 New Year.

There was a general discussion around the alignment of Community Assistance funding with the Nelson 2060 policy and the need to seek feedback from community organisations in relation to the Community Assistance funding process.

## **RECREATION AND LEISURE**

### **8. Wakapuaka Sandflats Reserve – Carpark and Access Road**

Document number A1226291, agenda pages 18-30 refer.

Properties and Facilities Asset Manager, Michael Homan joined the meeting and introduced the report.

In response to a question, Mr Homan said that the proposal for a carpark and access road had been discussed at Council over a number of years and that the Nelson Model Aero Club had been utilising this area for over 20 years. He indicated that alternative areas were not being considered due to the size of the aircraft, along with health and safety issues.

Senior Planning Adviser, Lisa Gibellini joined the meeting and in response to a question advised that she had not seen a detailed development plan for this area, however all issues would be taken into consideration within the structure plan for the Wakapuaka Sandflats.

Ms Gibellini advised that the stakeholders would be consulted with in relation to the structure plan and that a report back to Council with options would be considered before the end of 2014. She said that the process would then follow the Nelson Plan notification in 2016.

In response to a question, Mr Homan advised that the Nelson Aero Club would continue to use this area and that in the past the Club had carried out minor road repairs with Council assistance. He advised that that there were no formal agreements in place for this maintenance and discussions had not been had with the Club as to whether this should continue. He informed councillors that the difference between minor and major road repairs were that minor repairs did not require resource consent and were not permanent structures.

There were discussions around sea level rise and the likelihood of Wakapuaka Sandflats being unusable in the future due to inundation. It was suggested that it was unsuitable to build infrastructure, however walking to this area was still an option.

In response to a further question, Mr Homan advised that there was no budget allocated for the proposed work, however the Club would contribute \$5,000 towards the quote from Fulton Hogan.

Ms Gibellini advised that the reference to the New Zealand Coastal Policy Statement 2010 was to illustrate that even if permission was given from Council to approve an access road and carpark, these would still need to go through the resource consent process due to the ecological value and sea level rise of this area of land.

Resolved

***THAT the report Wakapuaka Sandflats Reserve –Carpark and Access Road (A1226291) and its attachments (A1228326 and A1227020) be received;***

***AND THAT the Nelson Model Aero Club be advised that their request for the Council to construct a carpark and access road into the Wakapuaka Sandflats Reserve is declined.***

Noonan/Copeland

Carried

Attendance: The meeting adjourned for morning tea at 10.38am and resumed at 10.52am. During this time Her Worship the Mayor left the meeting.

## **ARTS, FESTIVALS AND EVENTS**

### **9. Arts Council Nelson Contract – Service and Performance Outcomes**

Document number A1236140, agenda pages 31-34 refer.

Manager Community Partnerships, Shanine Hermsen joined the meeting and presented the report.

There were discussions that the Arts Council supported a number of activities in Nelson and that it had a small number of members. It was also discussed that Tasman District Council funded a small portion, however most activities were held in Nelson.

In response to a question, Ms Hermsen advised that the Arts Policy and Strategy were considered for the Arts Council service and performance outcomes, and confirmed that the Arts Council had the capacity to coordinate four public arts events per year.

Resolved

***THAT the report Arts Council Nelson – Service and Performance Outcomes (A1236140) be received;***

***AND THAT the service and performance outcomes to be delivered by Arts Council Nelson as set out in report A1236140 be approved.***

Copeland/Ward

Carried

## REPORTS FROM COMMITTEES

### 10. Youth Council – 4 July 2014

Document number A1215195, agenda pages 35-40 refer.

Youth Councillor Emily James provided councillors with an update. She advised that the Youth Council year was coming to an end, and applications had been received for the coming year. She advised that Youth Council was also involved in the masked parade and would be participating in the judging panel. She said that the heritage project had been progressing well and that the theme was medicine.

Youth Councillor Daniel Leaper talked about the WW1 commemorative parade which Youth Council attended and advised councillors that Youth Council would be writing a submission in relation to the urban environment bylaw.

Resolved

***THAT the minutes of a meeting of the Nelson Youth Council, held on 4 July 2014, be received.***

Ward/Noonan

Carried

## 11. 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><b>Stoke Community and Sports Facility</b></p> <p>This report contains information about a way forward for construction of a community facility in Stoke, including information in relation to a potential property purchase.</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"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
2	<p><b>Property Purchase</b></p> <p>This report contains information about a proposed property purchase.</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"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>

Skinner/Ward

Carried

The meeting went into public excluded session at 11.05am and resumed in public session at 11.57am. During this time youth councillors Emily James and Daniel Leaper left the meeting.

**12. Re-admittance of the Public**

Resolved

**THAT the public be re-admitted to the meeting.**

Skinner/Copeland

Carried

There being no further business the meeting ended at 11.57am.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

Unconfirmed

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**Minutes of a meeting of the Works and Infrastructure Committee to deliberate on submissions to the draft Water Supply and Wastewater Bylaws**

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

**On Tuesday 16 September 2014, commencing at 9.04am**

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- Present: Councillor E Davy (Chairperson), Her Worship the Mayor 9R Reese), Councillors I Barker, R Copeland, M Lawrey (Deputy Chairperson), and T Skinner, M Ward
- In Attendance: Group Manager Infrastructure (A Louverdis), and Administration Adviser (L Laird)
- Apologies: Councillors L Acland and G Noonan

**1. Apologies**

Resolved

***THAT apologies be received and accepted from Councillors Acland and Noonan.***

Lawrey/Copeland

Carried

**2. Confirmation of Order of Business**

There was no change to the order of business.

**3. Interests**

No updates to the Interests Register were made and no conflicts with items on the agenda were declared.

**4. Analysis of Submissions on the Draft Wastewater Bylaw**

Document number A1241824, agenda pages 5-56 refer.

Senior Asset Engineer – Utilities, Phil Ruffell joined the meeting and spoke to the report.

Mr Ruffell said in relation to the comments from the Hon Jo Goodhew, the draft Wastewater Bylaw intended to specify appropriate discharges

and that he would not recommend changing this in line with the comments. He said this was different to regular resource management policies as one could not discharge a substance unless it complies with the regulations in the Bylaw.

Mr Ruffell said, in relation to cytotoxic ingredients, that officers would ensure the Bylaw reflected that these were prohibited. In response to questions, Mr Ruffell said officers only know when prohibited substances had been added to the wastewater system further down the line. He said they had a long term implication in that they may create a reduction in efficiency.

In relation to the submission from Tasman District Council (TDC), Mr Ruffell explained officers from Tasman and Nelson were endeavouring to ensure all policies were as aligned and consistent as possible. To this effect, he said, changes from TDC would be incorporated.

Attendance: Her Worship the Mayor joined the meeting at 9.11am.

In response to questions about the scope of the Bylaw, Mr Ruffell said the Bylaw would impact on only a small number of home occupations, where for example the property owners were operating a mechanical wash-down bay or hairdressing salon. He said such operations required the operators to ensure appropriate steps were taken to avoid prohibited discharges.

In response to further questions, Mr Ruffell said the process in the Bylaw identified two categories of trade waste discharges. He said category A established a trade waste rate based on the level of solids discharged by significant contributors, like King Salmon. He said category B imposed a flat trade waste rate, which would capture the few home occupations that produced discharges requiring regulation by the Bylaw.

Mr Ruffell confirmed that the draft Bylaw did not seek a change to this trade waste system.

In relation to questions about heat pumps, Mr Ruffell said the Bylaw did regulate condensing and cooling water, however he did not foresee any issues associated with systems unless these appliances were to dump into the wastewater system.

Resolved

***THAT the report Analysis of Submissions on the Draft Wastewater Bylaw (A1241824) and its attachments (A1241830 and A1241833) be received;***

***AND THAT the draft Wastewater Bylaw be amended to reflect the Committee's decisions on submissions (and comments).***



Davy/Lawrey

Carried

Recommendation to Council

***THAT the Wastewater Bylaw, as amended to reflect the Works and Infrastructure Committee's decision on submissions, be adopted.***

Davy/Lawrey

Carried

**5. Approval of Draft Water Supply Bylaw (No. 223)**

Document number A1246105, agenda pages 57-58 refer.

Resolved

***THAT the report Approval of draft Water Supply Bylaw (A1246105) and be received.***

Davy/Lawrey

Carried

Recommendation to Council

***THAT the Water Supply Bylaw (A1181471) be adopted.***

Davy/Lawrey

Carried

There being no further business the meeting ended at 9.41am.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

Works and Infrastructure Committee to deliberate on submissions to the draft Water Supply and Wastewater Bylaws – 16 September 2014

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## **Minutes of a meeting of the Works and Infrastructure Committee**

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

**On Tuesday 16 September 2014, commencing at 9.42am**

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Present: Councillors E Davy (Chairperson), Her Worship the Mayor (R Reese), Councillors I Barker, R Copeland, M Lawrey (Deputy Chairperson), and T Skinner

In Attendance: Group Manager Infrastructure (A Louverdis), and Administration Adviser (L Laird)

Apology: Councillor L Acland and G Noonan

### **1. Confirmation of Order of Business**

There was no change to the order of business.

### **2. Interests**

No updates were made to the Interests Register and no conflicts with items of the agenda were declared.

### **3. Transport Asset Management Plan**

Document number A1233079, agenda pages 4-6 refer.

Senior Asset Engineer – Transport and Roading, Rhys Palmer, joined the meeting and presented the report. Mr Palmer presented a PowerPoint presentation (A1247926).

There was a discussion about the statistics used in the AMP, and whether they were the most up to date. There was general agreement that the figures used should be the most up to date to ensure any conclusions made in the document reflect the most current transport environment.

Committee members agreed that the draft AMP required further work before it could be recommended to Council for approval. The Committee progressed through the document page by page providing feedback on proposed changes to the AMP.

### 3.1 Page 1

There was agreement that parking should be added to the 'Transport Activity' section. It was noted that the upcoming Parking Strategy would be reviewed by the Planning and Regulatory Committee, and after that would fit within the roles and functions of the Works and Infrastructure Committee for implementation.

There was a discussion about the direction of the AMP. Officers advised that the document was driven by the 2009 Regional Land Transport Strategy (RLTS), which was due to expire in July 2015. Committee members expressed concern that the guiding document of the AMP would soon expire.

Mr Palmer further advised that the 2015 Regional Land Transport Plan (RLTP) was being drafted, and would be reviewed by the Nelson City Council Regional Land Transport Committee the following day, for recommendation to Council for approval. Mr Palmer said the RLTP would provide guidance for the subsidised transport programme, and the AMP would also cover the unsubsidised programme. It was noted that the draft 2015 RLTP was guided by the Government Policy Statement (GPS).

Committee members expressed a preference for waiting until the draft 2015 RLTP and the Parking Strategy were finalised to approve the AMP. Officers advised that this would jeopardise the preparation of the Long Term Plan. However, it was acknowledged that by delaying the approval of the AMP, more defined outcomes for the Southern Link proposal and the Parking Strategy would be known, which could be fed into the AMP.

The Group Manager Infrastructure, Alec Louverdis, said co-ordinating all the relevant draft transport documents (including the RLTP, draft GPS, AMP, Parking Strategy) was a significant feat, with tight deadlines that all needed to come together. He encouraged committee members to remain focussed on completing a draft Transport AMP for approval by Council to ensure there were agreed outcomes for the Long Term Plan, noting that the draft AMP could be added to before the LTP was finalised.

Committee members agreed the value of assets managed by this AMP were the largest governed by the Council and required a robust and carefully considered AMP.

Attendance: the meeting adjourned for morning tea from 10.38am to 10.50am.

The Committee continued to discuss changes to the AMP.

It was agreed additional forecasts about 'people movements' should be added to ensure detail about all forms of travel, including commercial travel like freight, was well covered. Committee members were of the

opinion that this would better support the direction of the AMP and define its outcomes.

It was also agreed that issues around land use across the city should be included to outline how transport impacted on how people move around the city.

In response to a question, Mr Palmer said the AMP could not only include aspirations, and had to provide actions where an outcome was stated.

It was agreed additional contextual information about the 2015 RLTP should be included.

### 3.2 Page 2

It was agreed that the reference to the Peak Hour Clearways was to be removed from the AMP.

It was agreed that the AMP should inform the Council about ongoing traffic volumes to help inform the required arterial network.

It was noted that reference to the Parking Strategy 2014-2024 should be expanded to include how the document would be implemented, and what priority it would be given.

### 3.3 Page 4

It was noted that the information in the AMP should be updated with results from the 2014 Residents Survey as soon as possible, and that any certainty regarding the One Network Road Classification should be added to the document.

### 3.4 Page 5

The Committee discussed the results about public satisfaction with the transport activity section. There was agreement that the section should include sensible evidence-based statements about the transport environment in Nelson currently, particularly around bicycle and car-use trends.

### 3.5 Level of Service Summary Table (pages 6-8)

The Committee discussed the table, noting the importance of levels of service in the AMP.

#### 3.5.1 Maintenance

It was agreed that officers would further define the levels of service in relation to maintenance before re-submitting the AMP to the Committee, especially the smooth travel exposure, which was a new performance indicator.

Attendance: Councillor Copeland left the meeting at 11.45am.

It was noted that the performance indicator relating to the percentage of local roads that have been resurfaced was a new indicator and should be considered by officers as a range rather than an exact figure.

It was noted that the AMP did not contain measures about how footpaths were commissioned, and how fast they were degrading. It was agreed that officers were to report back to the Committee about how the legislation dealt with performance indicators that were not measured.

### 3.5.2 Local Roads, Walking, Cycling and Schools

The Committee discussed the performance target associated with the walking and cycling indicator. There was agreement that the data included in the AMP relating to this indicator was paramount. Committee members also agreed that the performance target should be set at a level that could be achieved.

It was agreed that officers would reconsider the data used in relation to this indicator and consider adjusting the performance target.

### 3.5.3 Arterial Traffic

It was agreed officers should put some context around the arterial traffic indicator, that was specific to the Nelson area, but also that provided a comparison with larger cities like Auckland and Wellington.

### 3.5.4 Road Safety

It was noted that the AMP should include some information about the partnership with the Police.

In response to concerns from some committee members, Mr Palmer advised that road safety for motorcyclists would come through in the analysis of crash data. It was further agreed that additional information around motorcycle use trends would be helpful to understand if this performance target was appropriate.

Attendance: Councillor Ward left the meeting at 12.02pm.

It was noted that officers would report back about why the performance target in relation to the 'number of crashes involving pedestrians' was not met for 2013. It was further noted that information about pedestrian safety should be included in the AMP to help inform an appropriate performance target.

### 3.5.5 Parking

It was agreed that the performance indicator about long-stay parking spaces should be re-worded to include detail about the measure, and

that this level of service be consistent with the outcomes of the Parking Strategy.

3.6 Page 9

It was noted that the project referred to in the AMP, to link the Plant and Food Building on Wakefield Quay to the Maitai Walkway, had yet to be discussed with and agreed by Council. It was agreed that officers should ensure information included in the AMP remained current with Council resolutions and policies to reflect the current situation in the final approved AMP.

Resolved

***THAT the report Transport Asset Management Plan 2015-2025 (A1233079) and its attachment (A1156705) be received;***

***AND THAT officers be instructed to review the draft Transport Asset Management Plan after taking into account feedback from the Works and Infrastructure Committee, the draft 2015 Regional Land Transport Plan, the Parking Study and other pertinent issues before bringing this back to the Works and Infrastructure Committee in a timely manner to guide Long Term Plan deliberations.***

Davy/Barker

Carried

4. **Apologies**

Resolved

***THAT apologies be received and accepted from Councillors Acland and Noonan.***

Davy/Skinner

Carried

There being no further business the meeting ended at 12.26pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date



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**Minutes of a meeting of the Regional Transport Committee**  
**Held in Ruma Marama, Civic House, Trafalgar Street, Nelson**  
**On Wednesday 17 September 2014, commencing at 9.07am**

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Present: Councillor E Davy (Chairperson), Her Worship the Mayor (R Reese), Councillors R Copeland, and B McGurk

In Attendance: Councillor I Barker, Group Manager Infrastructure (A Louverdis), Senior Asset Engineer Transport and Roading (R Palmer), Engineering Adviser (S McAuley), Administration Adviser (E-J Ruthven), L Hammond and M Owens (NZTA), and Tasman District Councillor Officer (S Downs)

**1. Apologies**

The Chairperson advised that Tasman Regional Transport Committee Chairperson, Councillor Norris, who usually attended Regional Transport Committee meetings as an observer, was unable to attend the meeting.

**2. Confirmation of Order of Business**

The Chairperson advised that a late item, the draft Regional Land Transport Programme, was to be considered at the meeting, and a procedural resolution to do so was required.

Some concern was noted that late items presented difficulties for members with regards to preparing for meetings. The Chairperson noted this concern, but advised that in this case, the delay was unavoidable.

Resolved

***THAT the item regarding Draft Regional Land Transport Plan (A1244851) be considered at this meeting as a major item not on the agenda, pursuant to Section 46A(7)(a) of the Local Government Official Information and Meetings Act 1987, to enable the Regional Transport Committee to consider the Draft Regional Land Transport Plan.***

Davy/McGurk

Carried

Regional Transport Committee  
17 September 2014



The Chairperson advised that item 7, NZTA Regional Report, would be considered prior to item 6, Draft Regional Land Transport Plan 2015-2021.

### **3. Interests**

There were no updates to the Interests Register, and no conflicts of interest with agenda items were declared.

### **4. Public Forum**

There was no public forum.

### **5. Confirmation of Minutes – 1 August 2014**

Document number A1228495, agenda pages 3-8 refer.

Resolved

***THAT the minutes of a meeting of the Regional Transport Committee, held on 1 August 2014, be confirmed as a true and correct record.***

Davy/Copeland

Carried

### **6. Chairperson's Report**

The Chairperson noted the tight timeframes to be met in relation to the development of the draft Regional Land Transport Programme.

### **7. NZTA Regional Report**

Document number A1245869, agenda pages 13-34 refer.

NZTA Representative, Lyndon Hammond, presented the report.

With regards to investment signals, he explained that a high level fact sheet was currently being drafted, which would be circulated to committee members to identify how the investment assessment process would work.

He added that, until the draft Government Policy Statement (GPS) was finalised, the investment signals would also remain draft, but that both should be finalised in the near future.

Mr Hammond noted the announcement of the Government \$212m Future Investment Fund package and \$100m Urban Cycling package, and explained that a panel was being developed to consider criteria for funding.

He also noted the development of the draft State Highway Asset Management Plan (SHAMP), and explained that a journey-approach was being taken in the development of this document.

NZTA Representative, Mark Owen, gave a Power Point presentation regarding the draft SHAMP (A1251155) and the timelines involved in relation to the development of the National Land Transport Plan (NLTP). He explained that revenue available for investing in and maintaining state highways was tight for the next three years, and consequently the draft SHAMP focused on national priorities, key journey corridors and optimising the existing transport network.

In response to a question, Mr Hammond said that the draft GPS provided for an 'R2' fund. He explained that the R2 fund would be a nationally contestable fund with a regional focus on national priorities, targeted at largely rural and provincial areas that did not have Roads of National Significance (RONS) within their transport programme.

There was a discussion regarding maintenance of the state highway network. In response to a question, Mr Owen explained that the constrained funding environment meant that lower classification roads would likely be maintained to a lower level, for example with more patching rather than full resealing, but without compromising on safety outcomes. He added that, in terms of investment, funding in the initial years of the draft SHAMP would likely be more focused on planning and design, with construction more likely from 2018 onwards.

There was a further discussion regarding the \$100 million Urban Cycling package. In response to a question, Mr Hammond said that the package would likely build on existing programmes and opportunities. He said that Nelson had a number of strengths with regards to walking and cycling projects, such as a communities model, good network plans and a high level of participation, and as a result Nelson walking and cycling projects would have a good chance of being incorporated in the NLTP. Mr Hammond stressed that if Nelson was to make an application to the Urban Cycling Fund, that the project seeking funds should be clearly visible in both the Asset Management Plan and the RLTP.

Mr Owen outlined the draft SHAMP projects for the top of the South Island, and noted that the SH6/Cable Bay Road intersection was programmed for the 2018-2021 period. In response to a question, Mr Owen explained that to bring the Cable Bay Road intersection back into the 2015-2018 programme would likely require R2 funding. He noted the importance of clearly explaining why improvements were required, such as emphasising both the HPMV nature of the route due to the quarry, and the safety indications for this intersection.

Resolved

***THAT the NZTA Regional Report (A1245869) be received.***

Davy/McGurk

Carried

## 8. Draft Regional Land Transport Plan 2015-2021

Document number A1245849, agenda pages 9-12, and late item refer.

The Chairperson noted that Council had resolved that Nelson City Council, Tasman District Council (TDC) and Marlborough District Council (MDC) would have a joint 'front end' to each Council's draft RLTP. He said that TDC would be considering its draft RLTP at Council in the coming days, and consequently, it was important that the Committee noted any front-end changes required at this meeting.

He also welcomed Tasman District Council officer, Sarah Downs, to join the meeting for the purposes of discussing the front end of the document.

The Committee considered the draft RLTP page by page.

### 8.1 Foreword (page 5)

With regards to paragraph 2, it was suggested that the first sentence be re-worded to state 'Nelson City does not have a rail network as a complementary transport system...' It was emphasised that Nelson was dependent on a secure, resilient and safe road transport system.

With regards to paragraph 4, it was suggested that the wording be clarified to emphasise that the RLTP began from year 1.

There was a discussion about the wording in paragraph 5. It was suggested that the wording used emphasised the choices available to Nelson residents in terms of different transport modes to meet their needs. It was suggested that the Chairperson and Mr Palmer discuss the wording used on this point.

A further suggestion was made that the foreword addressed the importance of freight movements and the Port, given that Nelson was an exporting region.

### 8.2 Page 9

It was suggested that the first paragraph acknowledge that transport was a function that integrated across local government boundaries, and that it was for this reason that the three Top of the South Councils had chosen to align the front end of each Council's RLTP.

### 8.3 Page 12

It was agreed that the first sentence of paragraph 2 required clarification.

8.4 Page 13

There was a discussion regarding horticulture and viticulture freight movements, and it was clarified that there was a peak in freight movements in autumn each year.

8.5 Page 14

Under the heading 'Seafood' it was agreed that the first sentence of the second paragraph should be reworded to read 'Salmon farming is becoming increasingly significant for Marlborough as farms are predominantly located in the Marlborough Sounds'.

Under the heading 'Tourism', it was agreed that reference should be included for the need to provide a safe roading network for self-driving foreign tourists. It was further agreed that an additional sentence regarding the importance of environmental amenity to the tourist driving experience be included.

8.6 Page 15

It was noted that an updated map, illustrating the boundaries between each of the territorial authorities, would be used.

Under the heading 'Nelson', there was a discussion regarding the importance of the port and airport to Nelson, especially with regards to roading links between Nelson and Richmond. It was noted that aside from growing freight movements, Nelson Airport was also extremely important to the Nelson economy as a major employer in the region, and as a commuting hub.

It was agreed that a separate section on 'Aviation' should be inserted under the 'Tourism' heading, as this was also linked to the start of the cycle trail. It was further noted that this section could include information regarding Marlborough Airport.

8.7 Page 16

It was agreed to include a statement that Nelson had a climate that supported active transport.

8.8 Pages 17-18

There was a discussion regarding key journey routes, during which it was noted that the figures used in the first paragraph in relation to freight movements required clarification.

It was further noted that the key journey of SH6 Richmond to Murchison should be clarified as being Richmond to Christchurch/West Coast via Murchison, to contextualise why this route was important.

There was a discussion regarding resilience of key routes, during which it was emphasised that Waimea Road was not a viable alternative

route for freight through to the Port, and at best could be called a 'back up' route. It was emphasised that, when events forced the closure of Rocks Road, it needed to be re-opened again as soon as possible. It was agreed that the second sentence of paragraph 2 on page 18 should be re-worded to state 'The road remained closed for almost a week.'

It was further noted that Rocks Road – Takaka Hill and Rocks Road – Whangamoas needed to be identified as key routes requiring resilience in weather events.

#### 8.9 Page 19

There was a discussion regarding reliability, particularly with regards to freight movements to and from the port. In response to a question, Mr Palmer explained that forecast growth was currently 2% year on year, and that at the moment freight drivers avoided peak times to enter or exit the port due to the start/stop nature of traffic movements. It was noted that there was the capacity for further growth in freight movements if the Waimea Dam was developed.

With regards to paragraph 5, it was agreed that reference be made to self-driving foreign tourists.

#### 8.10 Page 20

It was noted that the first sentences in paragraphs 4 and 6 were duplicated. It was further noted that there was a need to focus on alternative transport methods, such as the NBus.

#### 8.11 Pages 21-22

It was suggested that the graph include a trend line, and that the 2014 data either be removed, or noted as incomplete.

#### 8.12 Page 23

It was agreed that the final sentence of paragraph 1 should be reworded to say 'The three projects in Table 2 are not included with the other Top of the South significant activities as they do not need to be prioritised for NLTP funding'.

#### 8.13 Page 24

There was a discussion regarding the measures of success as noted in the table. It was suggested that a different measure of success was required for freight movements, rather than 'increase in freight km travelled'. It was suggested that more appropriate measures might become apparent through the moderation or consultation process.

In response to a question, Mr Palmer explained that the two GPS objectives identified were the main objectives for the region.

8.14 Pages 25-27

The projects in the table were noted. Mr Palmer explained that the investment framework required further refinement.

In response to a question, Mr Palmer noted that, regardless of the outcome of the Southern Link, there was still a need for an efficient route through to the port.

8.15 Page 28

There was a discussion regarding the Arterial Traffic Study, and it was agreed to remove the second bullet point at the bottom of the page, and incorporate the first bullet point into the preceding sentence.

8.16 Page 29

There was a discussion regarding whether the global financial crisis should be included in the list of bullet points in the first paragraph.

In response to a question, Mr Palmer noted a large increase in numbers of people working from home in the latest census data, and that arterial traffic flow would also be affected by land use and modelling. In response to further questions, he explained that population growth was at odds with flat-lining or decreasing traffic numbers, and the influences over the amount of traffic were complex and hard to identify.

8.17 Page 30

With regards to street lighting, Mr Palmer explained that LED fittings would be installed on an as-replacement basis.

8.18 Page 32

Following discussion, it was agreed that all five GPS objectives should be reflected in the table, with policies/directions and measures of success for communities identifying Nelson-based themes.

With regards to item 2 in the table, Mr Palmer explained that investing in methods to reduce fuel related vehicle operating costs referred to considering feasible and cost effective vehicle fleets and central government's Energy Efficiency and Conservation Authority fuel efficiency advice. He added that roading projects took fuel-related vehicle operating costs into consideration, for example, considering different types of roading surfaces to lessen resistance and balancing the installation of traffic lights resulting in greater stop/start traffic flows against safety measures.

In response to a further question, Mr Palmer explained the difficulties in measuring success with regards to transport-related particulate matter in Nelson airsheds, and it was suggested that this measure be

replaced with an increase in the number of alternative travel modes taken up.

With regards to item 3 in the table, Mr Palmer explained that with an increasing number of cyclists, a flat or declining number of cycle crashes was an appropriate measure of success.

#### 8.19 Page 34

With regards to the first four items on the table, Mr Owen explained that there were no known HPMV restrictions on state highways in the Top of the South region.

There was a discussion regarding the SH6/Cable Bay Road intersection. In response to a question, Mr Palmer explained the NZTA priority rating for this project. Mr Owen added that there may be an opportunity to prioritise this project through R2 funding, and explained the importance of emphasising the project benefits and profile.

In response to a question, Mr Owen explained that the Enhanced Network Resilience Nelson project was part of a national project considering resilience planning. He said that this related to investigation and reporting work rather than physical works.

Attendance: Councillor Davy left the meeting at 11.22am, and Councillor Copeland assumed the Chair.

#### 8.20 Page 35

Mr Palmer explained that the list of programmes was ranked 1 to 9 based on timeframes in the current Asset Management Plan. He said that work had not yet started on prioritising the projects.

The Committee considered each of the proposed local road network projects.

##### 8.20.1 Public Transport Integrated Ticketing

It was noted that this project had recently been considered by Council.

##### 8.20.2 Rocks Rd to Maitai Path

There was a discussion regarding this project. In response to a question, Mr Palmer clarified that Council had not considered this issue to date, but it had been included in the project to avoid a disconnect between Rocks Road and the CBD, depending on the outcome of the Rocks Road walkway/cycleway project. It was noted that NZTA had undertaken high level work considering the potential for a route along the State Highway, but that the focus at this stage was to understand where connections may work. Mr Hammond suggested that NZTA be included as an organisation responsible for this project.

There was a discussion around potential funding for this project. In response to a question, Mr Hammond suggested that funding may be possible through the NLTP as it was linked to the state highway network. He said that the Urban Cycling fund could potentially be a back-up source of funding, but cautioned that the project should not be placed in the optimal location, not simply put along the state highway in order to attract funding.

#### 8.20.3 Tahunanui Cycle Network

Mr Palmer noted that a report would be presented shortly, outlining the findings of the initial investigation and seeking further direction.

#### 8.20.4 HPMV Upgrades – 50MAX Maitai Valley Road

Mr Palmer noted that this project was for minor improvements to seismically upgrade bridges on the Maitai Valley Road, which had the effect of addressing their strength for 50MAX vehicles. He noted the efficiency gains available if stronger bridges for forestry activity existed in the area.

#### 8.20.5 Maitai Shared Path (Saltwater Creek Bridge)

Mr Louverdis noted that this was the bridge from the Maitai Shared Pathway to Akerston Street.

#### 8.20.6 Walk Cycle Schools Package

It was noted that these were a number of small, integrated projects to encourage active journeys to and from school.

#### 8.20.7 Waimea Road Retaining Wall at Snows Hill

Mr Palmer explained the need to retain an existing embankment, noting that Waimea Road was a key lifelines route.

#### 8.20.8 Quarantine/Nayland Intersection Upgrades

Mr Palmer said that NZTA modelling indicated that this intersection would create tailback by the 2021-2024 period. It was queried whether work on this intersection could be considered earlier, as part of the Quarantine Road/Whakatu Drive intersection, and Mr Owen noted that NZTA may be prepared to assist with this project given the potential impacts for the State Highway.

#### 8.20.9 Stoke Bus Interchange

There was a discussion regarding this project, and councillors noted potential developments in central Stoke that may impact on this project. In response to a question, Mr Palmer explained that the proposed budget was for a simple exchange with regards to transport solutions, but if Council wanted to take into account urban design outcomes, local funding may be required.



It was suggested that the timing of this project may need to be moved forward.

#### 8.20.10 Waimea Rd/Van Diemen Junction Improvements

Mr Palmer explained that this intersection created issues for the functioning of Waimea Road as the extension of the ring route out of the CBD. He said that traffic signals could potentially manage this intersection more efficiently, while improve pedestrian crossing.

#### 8.20.11 Additional Projects

There was a discussion regarding whether any projects were missing from the list.

It was suggested that the stormwater network under the state highway at Orphanage Creek be considered, as the consequence of insufficient stormwater drainage had implications for the state highway capacity.

In response to a question, Mr Owen noted that stormwater work could be funded where there was a benefit to a state highway, however it would depend on whether there was inadequate stormwater management when the state highway was created, or whether intensified local development had created the issue.

There was a discussion regarding the proposed southern link road, and how this linked to the local roading network. It was emphasised that investigative work needed to be carried out at the same time that investigative work was being undertaken by NZTA with regards to the southern link, in order to completely understand how the southern link would fit with the existing network.

It was agreed that a local project regarding the CBD ring route investigation be included for 2015-2018, in order to undertake this work.

#### 8.21 Pages 36 - 38

Mr Palmer explained that the operations and maintenance forecast would be presented to NZTA for moderation.

#### 8.22 Page 40

Mr Palmer explained that a Regional Public Transport Plan (RPTP) was required, and that it was proposed to bring a draft plan to a Regional Transport Committee meeting for discussion as soon as it was prepared. He said that it was preferable that the RPTP was consulted on at the same time as the RLTP.

Attendance: Councillor Davy returned to the meeting at 12.06pm and resumed the Chair.

There was a discussion regarding farebox recovery, during which it was suggested that Nelson's farebox recovery was too high as compared to other urban centres. It was suggested that the price of public transport in Nelson was currently a barrier to greater uptake of the service.

In response to a question, Mr Hammond explained the importance of building a business case for additional public transport services and greater subsidies through the RPTP, emphasising the investment that Council had put into this area to date. He noted the importance of understanding the matrix between user-pays, reducing the cost of the service and increasing patronage.

Attendance: Councillor Copeland left the meeting at 12.11pm.

#### 8.23 Appendices

Mr Palmer explained that several sections had been omitted from the appendices, and tabled a document outlining proposed Appendices 6, 7 and 8 (A1254225).

There was a discussion regarding the indicators for monitoring performance measures, as set out in Appendix 3. Following discussion, it was agreed that the travel time variability measures between Picton and the Marlborough Kaikoura border should be removed from the Nelson section.

With regards to the targets for walking, cycling and bus growth, the importance of providing viable choices was noted, to ensure that the performance targets were realistic rather than aspirational.

It was suggested that the target for energy efficient development was inappropriate as these were already requirements for subdivisions, and that the target for greenhouse gas emissions was unrealistic.

With regards to multiple occupancy vehicles, Mr Palmer explained how monitoring took place. It was digested that numbers may be skewed by parents driving children to school.

#### 8.24 Next Steps

There was a discussion regarding how to consult the Police with regards to the development of the RLTP. It was suggested that officers and the Committee Chair meet with Police representatives in the near future to incorporate any Police input prior to the next Regional Transport Committee meeting.

It was agreed that the draft RLTP return to the Regional Transport Committee on 3 October, prior to being recommended for Council approval at the Council meeting on 9 October.

Resolved

**THAT the report Draft Regional Land Transport Plan 2015-2021 (A1245894) and its attachment (A1244851) be received;**

**AND THAT officers amend the draft Regional Land Transport Plan 2015-2021 to incorporate the editorial changes requested by the Committee;**

**AND THAT the amended version be reported back to the RTC for final review on 3 October 2014;**

**AND THAT the Committee delegate authority to Council to approve the submission of the draft Regional Land Transport Plan to New Zealand Transport Agency by 17 October 2014 for their national moderation process;**

**AND THAT the Committee delegate approval to Council to amend the draft Regional Land Transport Plan following New Zealand Transport Agency moderation as the version to commence the Special Consultation Procedure with respect to the draft;**

**AND THAT the Committee approve the draft timetable for consultation of the draft Regional Land Transport Plan.**

Davy/McGurk

Carried

There being no further business the meeting ended at 12.30pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

Regional Transport Committee  
17 September 2014

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## Minutes of a meeting of the Planning and Regulatory Committee

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

On Thursday 18 September 2014, commencing at 9.03am

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Present: Councillor B McGurk (Chairperson), Her Worship the Mayor R Reese, Councillors I Barker, R Copeland, E Davy, M Lawrey, M Ward, and G Paine

In Attendance: Councillors L Acland, P Matheson, and G Noonan, Group Manager Strategy and Environment (C Barton), Group Manager Corporate Services (N Harrison), Manager Operations (S Davies), Senior Strategic Adviser (N McDonald), Kaihautū (G Mullen), Administration Manager (P Langley), and Administration Adviser (G Brown)

Apologies: Councillor K Fulton

### 1. Apologies

Resolved

***THAT an apology be received and accepted from Councillor Fulton.***

McGurk/Davy

Carried

### 2. Confirmation of Order of Business

There was no change to the order of business.

### 3. Interests

No updates were made to the Interests Register and no conflicts with items on the agenda were declared.

### 4. Public Forum

#### 4.1 How Customers make Payments

Mr Graeme O'Brien advised councillors that he had received a parking ticket when dropping his children at Nelson College for Girls.

Attendance: Councillor Skinner joined the meeting at 9.05am

He advised the committee that after enquiring on payment options with the Customer Service Centre he was told that it was Council policy for amounts of under \$150 to be paid in full, which he was upset about. He said that paying by direct debit was not an option.

Mr O'Brien said that after correspondence with the Customer Service Centre, he wrote to the Mayor and it was decided that the fine could be paid off in cash instalments.

He indicated that there was a need for drop off/pick up zones near schools and suggested that there was over enforcement from parking wardens.

In response to further questions, Mr O'Brien advised that he had not spoken with the principals at these schools because he believed this was a Council issue and that on occasions he parked a distance from the school and walked. However, he said he felt that it was too dangerous to cross the roads near schools due to the amount of traffic.

## 5. Confirmation of Minutes

5.1 31 July 2014

Document number A1228329, agenda pages 7-12 refer.

It was discussed that the third paragraph in Item 7 Chairperson's report should say 'testing is the responsibility of the landowner and that the final notation on the Land Information Memorandum should be completed by November 2014.'

Resolved

***THAT the minutes of a meeting of the Nelson City Council – Planning and Regulatory Committee, held on 31 July 2014, along with the amendments, be confirmed as a true and correct record.***

Davy/Barker

Carried

## 6. Status Report – Planning and Regulatory Committee 18 September 2014

Document number A1155974, agenda page 17 refers.

Resolved

***THAT the Status Report – Planning and Regulatory Committee 18 September 2014 (9A1155974) be received.***

Lawrey/Ward

Carried

## **7. Chairperson's Report**

The Chairperson spoke about the Maitai River project and advised councillors that funding from community grants had been unsuccessful. He said that the project was to be the theme for the 2014 Ecofest, and that progress on the Maitai River project would be available on the Land Air Water Aotearoa (LAWA) website.

## **POLICY AND PLANNING**

### **8. Nelson Plan Strategic Outcomes**

Document number A1231691, agenda pages 18-38 refer.

Manager Planning, Matt Heale gave a power point the presentation (A1252099).

In response to a question, Mr Heale advised that the report was only in relation to the Nelson Plan, which currently did not include the Air Quality Plan, and any reference to air quality within the Nelson Plan would be at an issue level. How air quality issues are reflected in the Nelson Plan would be determined following consideration of the woodburner issue to the current statement was a holding pattern in the meantime.

In response to further questions, Mr Heale said that there had been a number of meetings with iwi at an operational level to discuss resource management issues. The intention was to discuss the strategic outcomes with iwi and key stakeholders, once direction was given from councillors.

There were discussions that resource management practitioners should be consulted with as they were the main users of the Nelson Resource Management Plan (NRMP).

Group Manager Strategy and Environment, Clare Barton, advised that, at this stage, Council officers needed guidance from councillors to clarify the outcomes that councillors wanted to achieve, and then these could be refined.

In response to a question, Mr Heale indicated that there was potential to establish working groups for the broad areas within the Nelson Plan if this was what councillors wanted. He noted two distinctive areas, the built environment and the natural environment.

In response to a question, Ms Barton said that the intention was to set out a work programme at a Planning and Regulatory Committee meeting, which would include a series of actions and how information would be delivered to the community.

There were discussions that the strategic outcomes did not address the need for a healthy community and the encouragement of housing intensification was a concern, as it was felt that Council should be promoting people having their own gardens and growing their own food, therefore making families self-sufficient.

Ms Barton explained that there were a number of mechanisms that could be used within the Nelson Plan, however the key factors would be the availability of a range of housing choices, and encouraging quality urban design.

It was discussed that an outcomes approach was more suitable than an issues approach and that it would be important to consider the incorporation of the Air Quality Plan, and NPS. It was also noted that the Nelson Plan should align with Tasman District Council (TDC) and Marlborough District Council (MDC) plans as they needed to talk to one another.

There was general support that working groups would be beneficial in the compilation of the Nelson Plan, and it was suggested that external parties such as developers and builders would be valuable to include. There were concerns that working groups would need to have a technical understanding of plan provisions, however it was important to obtain feedback from the community in the first instance.

It was discussed that the goals in Nelson 2060 needed to be considered when compiling the Nelson Plan, and that a vision was required to engage people with words and images to engage the Nelson community to see what was possible in Nelson.

A suggestion was made that timeframes and resources could be restrictive and may be difficult to meet. It was suggested that timeframes should be extended if required, so that the Nelson Plan was robust.

Attendance: Councillor Noonan joined the meeting at 9.58am.

There were discussions that comments needed to be added to the strategic outcomes in relation to encouraging spaces around healthy living, recognising the benefits of the natural coastal environment along with marine industry opportunities, and clean air in relation to human health.

Ms Barton advised councillors that it was intentional to have broad strategic outcomes as some of the specified outcomes could be non-regulatory.

Resolved

***THAT the report Nelson Plan Strategic Outcomes and its attachments (A1221973 and A1221468) be received;***

***AND THAT the Strategic Resource Management outcomes be amended to address healthy living choice, the marine sector and clean air for human health, and guide Nelson Plan development and engagement;***

***AND THAT the approach to engagement outlined in this report is used in the development of the Nelson Plan.***

McGurk/Lawrey

Carried

## **9. National Policy Statement – Freshwater Management**

Document number A1222236, agenda pages 39-80 refer.

Senior Planning Adviser, Sharon Flood gave a power point presentation (A1233925).

In response to a question, Ms Flood advised councillors that the National Policy Statement (NPS) was first published in 2011, however in 2013 central government released a paper setting out their approach for reforming the freshwater management system. The NPS- Freshwater Management was subsequently amended in July 2014.

In response to a further question, Ms Flood said that streams did not need to be brought up to a standard for fishing or swimming, however as illustrated in Nelson 2060, the community wanted to be able to swim and fish in Nelson rivers. Ms Barton advised that the land and water forum had made other recommendations with additional attributes which could be considered by councillors.

In response to a question, Ms Barton said that there was nothing stopping Council from requiring fences on all farmland, however non regulatory measures would be considered. Ms Flood advised that other than fencing, riparian margins could also be considered, and that currently there was a non-regulatory partnership with farmers that was working well.

In response to questions, Ms Flood advised that a study was currently being conducted in relation to groundwater and that the freshwater management plan was part of the NRMP. She also said that the new monitoring regime would mean that all parameters would be measured so the community would be able to focus on specific areas and that past monitoring information would still be useful.



Resolved

***THAT the report National Policy Statement for Freshwater Management 2014 (A1222236) and its attachments (A1218447) and (A1233589) be received.***

McGurk/Copeland

Carried

Recommendation to Council

***THAT the Nelson Resource Management Plan is amended under section 55 of the Resource Management Act 1991 (without using the process in Schedule 1) to reflect the National Policy Statement for Freshwater Management Policy A4.***

McGurk/Paine

Carried

Attendance: The meeting adjourned for morning tea from 10.39am to 10.48am. During this time Councillor Skinner left the meeting.

## **10. Confirmation of Minutes (Cont)**

10.1 8 May 2014

Document number A1190224, agenda pages 13-16 refer.

The Chair advised that this was a procedural issue and the 8 May 2014 minutes had not been received at the last Planning and Regulatory Committee.

Resolved

***THAT the minutes of a meeting of the Nelson City Council - Planning and Regulatory Committee, held on 8 May 2014, be confirmed as a true and correct record.***

McGurk/Davy

Carried

## **11. Nelson Parking Strategy 2014-2024**

Document number A1246489, agenda pages 81-118 refer.

Senior Asset Engineer, Rhys Palmer joined the meeting and summarised the report.

In response to a question, Mr Palmer said that the reason for not having one map with one boundary was that the study focussed on the CBD and the outer fringe areas. He advised that the yellow lines

illustrated the high demand area with short term spaces, and the outer fringe was where people walked into the CBD.

There was a discussion that there was not enough consideration given to the recent small and medium developments on St Vincent and Vanguard Street in relation to on street parking. It was mentioned that the future needs of this area needed to be considered.

It was further noted that some urgency was needed with the entrance to Strawbridge Square.

Attendance: Councillor Skinner returned to the meeting at 11.10am.

In response to a question, Mr Palmer said that he was surprised by the level of engagement from retailers and landowners, as Council had only received 150 responses.

In response to questions, Mr Palmer advised that a carpark occupancy above 85% would make it difficult for individuals to locate a carpark and would impact on the traffic flow through the CBD. He indicated that there were parking spaces available away from the usual ring routes of the CBD, and that further parking was not required on the city fringe.

It was discussed that the information contained in the parking strategy referred to a high number of private carparks which Council had no control over and this could skew the results. It was also noted that there was no reference to barrier arms which were proposed at the parking workshop.

Mr Palmer explained that the parking strategy did not specify methods for payment as it was a high level document, and that the parking strategy determined there was not a need for a significant increase in parking capacity.

In response to a question, Mr Palmer explained that it was important to note that free parking was available in Nelson at the Countdown and Warehouse carparks and that the issue was with people utilising short term resources for long periods. He said that the only way to limit this was through time limits and parking charges.

There were discussions that the community would not be aware that The Wood area was considered as part of the CBD parking. It was noted that Vanguard Street and Shelbourne Street were in the CBD and these included residential, industrial and commercial activities. It was discussed that the parking study needed to consider the effects on these businesses.

It was suggested that Council officers be mindful of projections for employment in the CBD along with long term parking, and how these integrated with council documents. There was a suggestion that New Zealand did not follow international trends in relation to methods of travel and this needed to be considered along with employment trends.

In response to a question, Mr Palmer advised that private car parks were not well utilised, and that increasing charges for longer term carparking could be considered to encourage individuals to lease car parks, however it would depend on the willingness to pay and ultimately it would mean Council would need to increase enforcement.

It was noted that the legend for District Plan City Centre Zone on Appendix B: Study Areas Maps should be changed to District Plan map to avoid confusion.

Attendance: Her Worship the Mayor and Councillor Barker left the meeting at 11.35am.

In response to a question, Mr Palmer advised that implementing real-time information on parking availability to drivers would be by having sensors embedded in the ground which informed a board on the street. He added that in relation to barrier arms, the carpark would be calibrated each day and the information would be calculated each time the carpark was accessed.

There was general support that carpooling should be encouraged and that the designated areas be high profile, with high visibility for workers.

There were discussions regarding how better to utilise existing parking and that consultation with commuters was required to see how people got to work. It was suggested that more attractive and well managed parking could enhance the experience of shoppers.

It was suggested that the quality of the physical environment was important as people would want to locate their businesses in Nelson. It was noted that it was disappointing that local business employees utilising the parking squares and that carpooling and public transport needed to be marketed better and strategies needed to be aligned. It was discussed that if the CBD became pedestrianised then businesses would do better.

Resolved

**THAT the report Nelson Parking Strategy (A1246489) and its attachments (A1240685 and A1246553) be received.**

McGurk/Lawrey

Carried

## **12. Parking and Vehicle Control Bylaw and Parking Policy Amendments**

Document number A1239096, agenda pages 119-133 refer.

Manager Operations, Shane Davies joined the meeting and presented the report.

Mr Davies explained that the locations of the disability car parks were primarily due to the design criteria set by the New Zealand Transport Authority (NZTA) for disability spaces. He said that the current disability spaces dropped into the live cycle lane and were currently non compliant with NZTA standards.

There were concerns that the two disability parks on Main Road Stoke were well used and that some disabled people were passengers. Mr Davies indicated that the disability areas were only being transferred not removed. It was suggested that the Parking and Vehicle Control Bylaw 2011 needed a full review.

In response to questions, Mr Davies clarified that the no stopping markings were already present and that the reason for amending the bylaw was so that it could be enforced.

Attendance: Councillor Noonan left the meeting at 12.07pm.

Resolved

***THAT the report Parking Vehicle Control Bylaw (2011), No. 207 Amendments to Schedules and its attachments (A1240637, A1240641, A1240647, A1240649, A1240651 and A1240653) be received;***

***AND THAT the following alterations to the Schedules of Bylaw No 207, Parking and Vehicle Control (2011) be approved:***

- ***Schedule 4: Special Parking Areas;***
- ***Schedule 9: No Stopping;***
- ***Schedule 14: Give Way Signs;***

***AND THAT the minor amendments to the Parking Policy, and attachment (A260561) be approved.***

McGurk/Ward

Carried

## REGULATORY

### 13. Dog Control and District Licensing Committee Annual Reports 2013/2014

Document number A1230173, agenda pages 134-148 refer.

Manager Consents and Compliance, Mandy Bishop joined the meeting.

In response to a question, Ms Bishop said that the Dog Control Activity statistics were similar to previous years, and that they were from a variety of owners and repeat offenders, however she was not aware of the locations of these activities.

In response to a further question, Ms Bishop advised that prosecutions took place when Council had a reasonable case and evidence, as it was a costly process. She said that prosecutions were approved by the Group Manager Strategy and Environment.

Ms Bishop said that dog ownership was increasing and that the dog registrations were done in June.

Resolved

***THAT the report Dog Control and District Licensing Committee Annual Report 2013/2014 (A1230173) and its attachments (A1235542 and A1232001) be received;***

***AND THAT the Planning and Regulatory Committee adopt the Nelson City Council Dog Control Activity Report 2013/2014 (A1235542);***

***AND THAT the Planning and Regulatory Committee adopt the Nelson District Licensing Committee Report 2013/2014 (A1232001).***

McGurk/Ward

Carried

**14. Using Discretion to Reduce Alcohol Licensing Fees**

Document number A1235259, agenda pages 149-191 refer.

Licensing Inspector, Sarah Yarrow joined the meeting.

In response to a question, Ms Yarrow advised that alcohol licensing fees could only be reduced by one category as stated in the Sale and Supply of Alcohol Act regulations.

There was general support for using discretion to reduce alcohol licensing fees.

Resolved

***THAT the report Using Discretion to Reduce Alcohol Licensing Fees (A1235259) and its attachments (A1235255 and A1235257) be received.***

McGurk/Copeland

Carried

Recommendation to Council

***THAT the use of discretion in the Sale and Supply of Alcohol (Fees) Regulations 2013, to reduce alcohol licensing fees is delegated to the Licensing Inspector and Chief Licensing Inspector in the "particular circumstances" outlined in clauses a), b), c) and d) of section 5.7 and clauses e), f) and g) of section 5.15 of this report;***

***AND THAT outside of those "particular circumstances", discretion to reduce alcohol licensing fees in accordance with the Sale and Supply of Alcohol (Fees) Regulations 2013 is delegated to the Chief Executive and Group Manager, Strategy and Environment;***

***AND THAT fee category reductions as a result of "particular circumstances" be applied retrospectively to on licences, off licences and club licences since the Sale and Supply of Alcohol (Fees) Regulations 2013 were introduced.***

McGurk/Ward

Carried

There being no further business the meeting ended at 12.31pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

Planning and Regulatory Committee  
18 September 2014

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## Minutes of a meeting of the Governance Committee

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

On Thursday 25 September 2014, commencing at 9:01am

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Present: Councillor I Barker (Chairperson), Her Worship the Mayor Rachel Reece, Councillors L Acland (Deputy Chairperson), E Davy, K Fulton, B McGurk, P Matheson, G Noonan and P Rainey, Mr J Peters and Mr J Murray.

In Attendance: Group Manager Corporate Services (N Harrison), Group Manager Infrastructure (A Louverdis), Group Manager Community Services (C Ward), Senior Strategic Adviser (N Mc Donald) Manager Administration (P Langley) Councillors R Copeland and M Lawrey and Administration Adviser (E Farrell)

### 1. Apologies

There were no apologies

### 2. Confirmation of Order of Business

The Chairperson explained that a late item regarding the Everyman Records Limited Debt had been circulated (A1243112). The Chairperson told the Committee that Her Worship the Mayor had referred the matter to the Office of the Auditor General and as a result the matter would not be considered as a later item. A copy of the letter to the Office of the Auditor General was tabled (A1253290).

A public excluded report titled "Nelson Regional Economic Development Agency" was circulated as a late item and the Committee passed the following resolution:

Resolved

***THAT the item regarding Nelson Regional Economic Development Agency and Tourism Nelson Tasman Limited Appointment of Directors 2014 be considered at this meeting as a major item not on the agenda, pursuant to Section 46A(7)(a) of the Local Government Official Information and Meetings Act 1987, to enable directors to be appointed at the Nelson Regional Economic Development Agency and***

**Nelson Tasman Tourism Limited Annual  
General Meetings.**

Acland/McGurk

Carried

There were no further changes to the order of business.

**3. Interests**

There were no updates to the Interests Register and no conflicts of interest with items on the agenda were identified.

**4. Public Forum**

**4.1 Murchison Information Centre Closure**

Ms Marcia Rowe, Ricky Leahy and Emma Monk delivered a submission (A1252070) and presented a power point presentation (A1252196) about the closure of the Murchison Community Resource Centre. They were joined by Councillor Stuart Bryant of Tasman District Council.

Ms Rowe explained the strategic importance of Murchison for Nelson in relation to tourism and described Murchison as the "Southern Gateway" to Nelson, Tasman and Marlborough. Ms Rose informed the Committee that the Murchison information centre was used by an average of 23,000 people per year and that bookings for Nelson services accounted for 22% of all business.

Ms Rowe told the Committee of the range of attractions that brings visitors to Murchison. Ms. Rowe expressed gratitude for the support given to the Murchison i-site by Nelson City Council through Nelson Tasman Tourism, and said that the information centre provided a public service by promoting tourism and therefore should receive financial assistance from local authorities.

Ms Rowe informed the Committee that the business model being presented by the group was viable but required financial assistance.

In reply to questions from the Committee, it was explained that the group had not yet received assistance from Tasman District Council and the parties involved had not yet reached agreement on the future of the information centre. The committee was also told that assistance had not yet been applied for from Marlborough District Council or from the West Coast councils.

**5. Confirmation of Minutes**

Governance Committee – 14 August 2014

Document number A1233236, agenda pages 9-17 refer.



Resolved

***THAT the minutes of a meeting of the Governance Committee, held on 14 August 2014, be confirmed as a true and correct record.***

Davy/Peters

Carried

**6. Status Report - Governance Committee 25 September 2014**

There were no Status Report updates for this meeting.

**7. Chairperson's Report**

The Chairperson noted the recent achievements of Council. He mentioned a 42% reduction in waste over the previous ten years which coincided with a 10% increase in recycling. The Chairperson reminded the committee of achievements regarding improved air quality, and commented on the commencement of consultation with the Stoke Community, the duplicate Maitai pipeline, the upgrade of Princess Drive and success in the preliminary round of the Gigatown competition. The Chairperson noted Council's contribution to stormwater improvements, the Brook Waimarama and the Suter refurbishment.

**8. Draft Annual Report 2013/2014**

Document number A1237175, agenda pages 18-19 refer.

The Group Manager Corporate Services, Ms Nikki Harrison, informed the Committee that the Draft Annual Report 2013/2014 would be submitted to Council for adoption on the 30 of October 2014.

In reply to a query regarding the figure for severance pay contained in the draft report, Ms Harrison informed the Committee that the Chief Executive had been given the task of making savings and severance payments were considered a one off cost.

During discussion it was noted that transparency and clarity with regards to Marina accounts was important.

Mr Murray informed the Committee that he would be available to meet the council's auditors should it be necessary.

Resolved

***THAT the report Draft Annual Report 2013/14 (A1237175) and its attachment (A1236944) be received.***

Murray/Matheson

Carried

**9. Long Term Plan 2015-2025: Draft Assumptions**

Document number A1238496, agenda pages 20-26 refer.

Policy Advisor Ms. Susan Moore-Lavo joined the meeting. In response to questions, Ms Moore-Lavo explained that the assumptions are draft assumptions only, and that the final assumptions would be completed using the latest available data.

It was explained that the insertion of figures such as interest rates and inflation would be delayed until accurate figures were available for the Long Term Plan.

It was noted that the draft assumption regarding co-funding arrangements was optimistic and should be reviewed by officers.

Attendance: Councillor Fulton left the meeting at 10.20am

The Committee agreed that the Long Term Plan 2015-2025: Draft Assumptions should be referred back to the Committee when further detail was available.

Resolved

***THAT the report Long Term Plan 2015-25: Draft Assumptions (A1238496) and its attachment (A1238431) be received;***

***AN THAT the final draft assumptions document be referred back to the Governance Committee prior to being recommended to Council.***

Davy/Matheson

Carried

Attendance: The meeting adjourned from 10.25am to 10.35am, during this time Councillor Fulton returned.

## 10. Development Contributions Interim Policy

Document number A1231342, agenda pages 27-40 refer.

Policy Advisor Susan Moore-Lavo explained to the Committee that the requirement for an interim policy was a result of changes to the Local Government Act 2002.

She advised that changes to the Local Government Act 2002 mandates that Commissioners be selected from a list provided by central Government.

Ms Moore-Lavo said that under the interim policy, a fee of \$225 would be charged for an Application for Reconsideration, and a deposit of \$2750 would be required for a Development Contributions Objection Hearing.

In response to a question, Ms Moore-Lavo advised that the proposed deposit of \$2750 equated to the average cost of a half day hearing, and that under the proposed interim policy, some applicants could be eligible for a refund, while others could be obliged to pay a further sum depending on the length of the hearing.

Resolved

***THAT the report Development Contributions Interim Policy (A1231342) and its attachments (A1231506 and A1231510) be received.***

Noonan/Rainey

Carried

Recommendation to Council

***THAT Council adopts the amendments to the Development Contributions Policy identified in Attachment 1 to this report (A1231506);***

***AND THAT Council approves the delegations under the Local Government Act 2002 in relation to development contributions as identified in Attachment 2 to this report (A1231510);***

***AND THAT Council approves the fees in respect of administering the Development Contributions Policy as \$255.00 for an Application for Reconsideration where original documentation provided by the applicant was incomplete or incorrect, and \$2,750.00 as a deposit for a Development Contributions Objection Hearing.***

**11. Draft Significance and Engagement Policy**

Document number A1241702, agenda pages 41-53 refer.

Policy Advisor, Ms Susan Moore-Lavo explained the requirements to implement same arising from amendments to the Local Government Act 2002. She advised that the policy set out principles of engagement with a view to improving the quality and efficiency of consultation. There was a discussion and it was explained that the words "significance", "significant" and "strategic asset" were defined in the Local Government Act 2002.

Ms Moore-Lavo explained that transfer of ownership of a significant strategic asset from the table on page 53 would require a Special Consultative Procedure.

In reply to concerns from Councillors that the proposed policy would result in community input being bypassed, Ms Moore-Lavo said that the proposed policy would enable Council to adopt a more flexible approach in how it deals with its assets and engages with the community.

It was agreed that community consultation should be sought to shape the proposed Draft Significance and Engagement Policy.

Resolved

***THAT the report Draft Significance and Engagement Policy (A1241702) and its attachments (A1245401 and A1243347) be received;***

***AND THAT the content of the draft Significance and Engagement Policy is approved for consultation as outlined in this report.***

Her Worship The Mayor/Davy

Carried

**12. Statutory and Internal Compliance Reporting Review for Reporting Period Ending 30 June 2014**

Document number A1237390, agenda pages 76-120 refer.

Group Manager Corporate Services, Ms Nikki Harrison advised that Council had met its obligations under health and safety legislation with the exceptions noted, and referred Councillors to the attachments to the report.

Resolved

**THAT the report Statutory and Internal Compliance Reporting Review for Reporting Period Ending 30 June 2014 (A1237390) and its attachments (A1237145 and A1237144) be received.**

**AND THAT the Committee note the progress made on identifying and reducing risks associated with non-compliance to date.**

Acland/McGurk

Carried

### **13. 2014 Resident Survey Results**

Document number A1241476, agenda pages 76-120 refer.

Strategy and Planning Analyst, Brylee Wayman advised that the data was compiled by using a 20 minute phone survey of 400 randomly selected Nelson residents using quotas for age and gender. She said that the purpose of the survey was to provide feedback to Council and identify improvements.

Resolved

**THAT the report 2014 Resident Survey Results (A1241476) and its attachment (A1234788) be received;**

**AND THAT the results be published in Live Nelson.**

McGurk/Acland

Carried

### **14. Sister Cities Update 2014**

Document number A1246468, agenda pages 121-127 refer.

Volunteer Sister City Coordinator, Ms Gail Collingwood, presented the Sister Cities Update 2014. She advised that two young Nelsonians, Ms Carla Lindley and Ms Kristine Eddy, were well received at the International Friendship Forum in China, and that there was a possibility of Nelson hosting the 2016 NZ Sister City Conference.

The Committee thanked Ms Collingwood for her work and noted the important contribution of sister cities to Nelsons cultural richness.

Resolved

**THAT the report Sister Cities Update 2014 (A1246468) and its attachment (A1246473) be received.**

Her Worship The Mayor/Davy

Carried

**15. Finance**

**2013/2014 Capital Programme – Carry Forwards into 2014/2015**

Document number A1237456, agenda pages 128-131 refer.

Resolved

***THAT the report 2013/14 Capital Programme – Carry Forwards into 2014/15 (A1237456) be received.***

Murray/Fulton

Carried

Recommendation to Council

***THAT \$1,856,618 of unspent capital budget from 2013/14 be carried forward for use in 2014/15;***

***AND THAT \$153,237 of capital spent in 2013/14 be offset against 2014/15 budgets;***

***AND THAT a net amount of \$164,077 operating budget be carried forward for use in 2014/15.***

Murray/Fulton

Carried

**16. PUBLIC EXCLUDED BUSINESS**

**Exclusion of the Business**

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><b>Nelson Airport Limited – Land Exchange with Nelson Golf Club</b></p> <p>This report contains information regarding negotiations in relation to a land exchange between Nelson Airport Limited and Nelson Golf Club.</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"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
2	<p><b>Rates Remission for land affected by December 2011 Rainfall event - 2014</b></p> <p>This report contains information regarding rates for land that continues to be affected by the December 2011 Rainfall Event.</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"> <li>• Section 7(2)(a) To protect the privacy of natural persons</li> </ul>
3	<p><b>Directors' Fees and Rotations 2014</b></p> <p>This report contains information regarding the appointment and remuneration of directors for Nelmac and the Bishop Suter Trust Board</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"> <li>• Section 7(2)(a) To protect the privacy of natural persons</li> <li>• Section 7(2)(h) To carry out commercial activities</li> </ul>

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
4	Nelson Regional Economic Development Agency and Tourism Nelson Tasman Limited Appointment of Directors 2014	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>Section 7(2)(a) To protect the privacy of natural persons</li> </ul>

The meeting went into public excluded session at 12.20pm and resumed in public session at 1.16pm

### 17. Re-admittance of the Public

Resolved

***THAT the public be re-admitted to the meeting.***

Matheson/Davy

Carried

There being no further business the meeting ended at 1.16pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date