



# AGENDA

**Ordinary meeting of the**

**Nelson City Council**

**Thursday 28 August 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 Matthew Dodd and Richard Chadderton

Matthew Dodd and Richard Chadderton will be speaking about Nelson's Digital Strategy.

### **4. Confirmation of Minutes – 17 July 2014** **11-29**

Document number A1221416

Recommendation

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

### **5. Status Report – Council 28 August 2014** **30-31**

Document number A1168168

Recommendation

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

**6. Mayor's Report 32-33**

Document number A1236809

Recommendation

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

**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.**

**7. Administrative Matters 34-49**

Document number A1227357

Recommendation

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

**8. Electoral System – Triennial Election 2016 50-60**

Document number A1218517

Recommendation

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

**AND THAT Council notes that a trial of online voting will take place at the 2016 local body election;**

**AND THAT Council not take part in the trial of online voting at the 2016 local body election;**

**AND 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.**

**9. Winter Free Parking Trial in Nelson CBD**

**61-64**

Document number A1237290

Recommendation

**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.**

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

**65-78**

Document number A1222966

**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.**

## REPORTS FROM COMMITTEES

### 11. Works and Infrastructure Committee – 24 July 2014

79-93

Document number A1224712

Recommendation

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

### 12. Planning and Regulatory Committee – 31 July 2014

94-99

Document number A1228329

Recommendation

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

#### 12.1 Sugar Sweetened Beverages Policy

Recommendation to Council

***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.***

### 13. Nelson Regional Transport Committee – 1 August 2014

100-105

Document number A1228495

Recommendation

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

13.1 Regional Land Transport Plan 2015-18

Recommendation to Council

**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.**

**14. Community Services Committee – 7 August 2014 106-114**

Document number A1229717

Recommendation

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

14.1 Burrell Park – Nelson Pacific Island Cultural Centre Building

Recommendation to Council

**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.**

14.2 Parks and Reserves Asset Management Plan 2015-25

Recommendation to Council

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

Note: The draft Parks and Reserves Asset Management Plan has been circulated separately.

14.3 Arts Fund Focus for 2014/15

Recommendation to Council

**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.**

**15. Governance Committee – 14 August 2014**

**115-123**

Document number A1233236

Recommendation

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

15.1 Finance Report for the Period Ending 30 June 2014

Recommendation to Council

**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.**

15.2 Regional Community Outcomes

Recommendation to Council

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

**PUBLIC EXCLUDED BUSINESS**

**16. Exclusion of the Public**

Recommendation

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

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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	<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 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> <li>• Section 7(2)(a) To protect the privacy of natural persons</li> <li>• Section 7(2)(b) To protect information that may disclose a trade secret or the commercial position of a person</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)
			<ul style="list-style-type: none"> <li>Section 7(2)(c) To protect information that is subject to an obligation of confidence</li> </ul>
2	<p><b>Public Excluded Status Report – 28 August 2014</b></p> <p>This report contains information regarding:</p> <p>Regional Landfill Proposal – Update</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>Mayor’s Report</b></p> <p>This report contains information regarding:</p> <p>Art Acquisition</p> <p>Nelson School of Music</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>
4	<p><b>Tourism Nelson Tasman Limited Statement of Intent 2014/17</b></p> <p>This report contains information relating to the negotiations regarding the final Statement of Intent.</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>
5	<p><b>Future of Tourism Services</b></p> <p>This report contains information relating</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> <li>Section 7(2)(b) To protect information</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)
	to shareholdings in Tourism Nelson Tasman Limited.	disclosure of information for which good reason exists under section 7	that may disclose a trade secret or the commercial position of a person
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 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>

## 17. Re-admittance of the public

Recommendation

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

### Note:

- **Lunch will be provided at 12.30pm.**

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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 17 July 2014, commencing at 9.04am**

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Present: Her Worship the Mayor (R Reese), Councillors L Acland, I Barker, E Davy, K Fulton, M Lawrey, P Matheson, B McGurk, 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 (E-J Ruthven), and Youth Councillors (C Jao and D Leaper)

Apology: Councillor R Copeland

### Opening Prayer

Councillor Skinner gave the opening prayer.

#### 1. Apologies

Resolved

***THAT the apology from Councillor Copeland be received and accepted.***

Her Worship the Mayor/Acland

Carried

#### 2. Interests

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

#### 3. Confirmation of Order of Business

##### 3.1 Public Forum

Her Worship the Mayor explained that there was an additional public forum to that listed on the agenda.

### 3.2 Late Items

Her Worship the Mayor said that there was a late item, the minutes of the Council meeting of 5 June 2014, to be considered at the meeting. She added that the public minutes would be considered immediately prior to the minutes of 19 and 26 June.

Resolved

***THAT the item regarding 5 June 2014 Council minutes, and 5 June 2014 public excluded minutes, 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 minutes to be considered in a timely manner.***

Her Worship the Mayor/Davy

Carried

### 3.3 Order of Business

Her Worship the Mayor explained that item 7 of the agenda (Rocks Road Community Engagement) was related to item 10.1 of the agenda (Works and Infrastructure Committee minutes – 12 June 2014 – Rocks Road Walking and Cycling Project). She said that it was appropriate to consider the recommendation to Council from the Works and Infrastructure Committee prior to considering item 7, and accordingly, the order of business would be updated to reflect this.

Resolved

***THAT the order of business, as amended, be confirmed.***

Her Worship the Mayor/Barker

Carried

## 4. Public Forum

### 4.1 Brook Waimarama Sanctuary

Ren Kempthorne and Susan Harris tabled a document (A1219875) and spoke to it.

Mr Kempthorne spoke about the proposed location of the Sanctuary fence, and particularly his concerns that the hillsides of the Sanctuary were steep, unstable and prone to erosion. He also outlined his concerns that pests may climb across the fence.

He suggested that Council should not provide financial support towards the building of the fence, and encouraged Council to decline the resource consent application relating to the fence construction.

Her Worship the Mayor clarified that the 'further \$1 million' referred to by Mr Kempthorne was the same \$1 million that had been earmarked for expenditure on the Sanctuary fence within the Long Term Plan 2012-2022, and that the Sanctuary also received additional on-going funding from Council in exchange for pest management services in the Brook Valley.

#### 4.2 Proposed Rocks Road Community Engagement Plan

Cynthia McConville spoke about the proposed Rocks Road Community Engagement Plan. She expressed her concerns that the proposed Rocks Road walkway/cycleways options would not support tourism or inner city businesses, and that it was not in the best interests of the city to progress this project until the southern arterial link was built.

In response to questions, Ms McConville expressed her confidence that the southern arterial link would be built within the next five years. She said that, once the southern arterial link was built, Rocks Road would be able to be reconfigured as a waterfront destination, without requiring movement beyond the seawall or affecting current levels of parking.

### 5. Confirmation of Minutes

#### 5.1 5 June 2014

Document number A1205415, late item refers.

Resolved

***THAT the minutes of a meeting of the Nelson City Council, held on 5 June 2014, be confirmed as a true and correct record.***

Her Worship the Mayor/Davy

Carried

#### 5.2 19 June

Document number A1206918, agenda pages 12-29 refer.

Resolved

***THAT the minutes of a meeting of the Nelson City Council, held on 19 June 2014, be confirmed as a true and correct record.***

Barker/Fulton

Carried

#### 5.3 26 June

Document number A1211652, agenda pages 30-37 refer.

Resolved

**THAT the minutes of a meeting of the Nelson City Council, held on 26 June 2014, be confirmed as a true and correct record.**

Ward/McGurk

Carried

**6. Status Report**

Document number A1168168, agenda pages 38-39 refer.

In response to a question, the Chief Executive explained that officers were currently considering the best method of offering vouchers for free NBus travel to Nelson residents.

Resolved

**THAT the Status Report – Council 17 July 2014 (A1168168) be received.**

Her Worship the Mayor/Lawrey

Carried

**7. Mayor's Report**

Document number A1217527, agenda pages 40-41 refer.

Her Worship the Mayor spoke about the potential bylaw proposed by the Planning and Regulatory Committee regarding commercial personal services. She noted the policy work required for the development of the Long Term Plan 2015-2025, and suggested that Council review proposed policy work across all activity areas and provide direction to officers regarding priorities.

Her Worship the Mayor also acknowledged Donna Hiser, previous chair of the Nelson Regional Sewerage Business Unit and trustee of the Bishop Suter Trust, who had recently passed away, and passed Council's condolences to Ms Hiser's family.

Her Worship the Mayor spoke further about the successful events of the previous weekend, including Light Nelson, the Winter Festival and the Art Expo. She noted that each of the events took the opportunity to showcase Nelson to the rest of New Zealand, and congratulated the organisers of each event.

Resolved

**THAT the Mayor's Report (A1217257) be received.**

Her Worship the Mayor/Fulton

Carried

## 8. Works and Infrastructure Committee – 12 June 2014

Document number A1205282, agenda pages 103-111 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Works and Infrastructure Committee, held on 12 June 2014, be received.***

Davy/Lawrey

Carried

### 8.1 Rocks Road Walking and Cycling Project

Councillors discussed the recommendation to Council.

It was noted that there had been alterations to the concepts since these had been discussed at a Council workshop, to reduce the number of pelican crossings and instead include pedestrian refuges.

Attendance: The meeting adjourned from 9.49am to 9.57am.

Senior Asset Engineer Transport and Roading, Rhys Palmer, and New Zealand Transport Agency (NZTA) representative, Andrew James, joined the meeting.

In response to questions, Mr James explained that NZTA had queried the number of pelican crossings along Rocks Road included in the concepts, due to the potential for traffic stopping and related noise issues, and had determined that provision of pedestrian refuges came within the design criteria. He said that, as a result, officers on the project team replaced all pelican crossings with pedestrian refuges, with the exception of the crossing at Wakefield Quay, which would remain signalised due to higher numbers of pedestrians, and cyclists crossing the road (in the case of concept two). He confirmed that there would be adequate space for pedestrian refuges to be installed along Rocks Road.

In response to questions, Mr Palmer clarified the proposed locations of the pedestrian refuges. He said that no refuge was planned for the bottom of Bisley Steps as there was already an existing pedestrian refuge and a signalised crossing in the near vicinity. He said that pedestrian refuges were planned for areas identified as pedestrian desire lines.

In response to further questions, Mr Palmer clarified that the NZTA share of the project cost was based on achieving transport outcomes, including increased safety for cyclists and pedestrians. He said that NZTA did not distinguish between different classes of cyclists and the speeds at which they may choose to travel.

In response to further questions, Mr James clarified that NZTA was supportive of community engagement. He said that, following community engagement, it would be a question for the Regional Land Transport Programme as to whether the project proceeded to the detailed design phase.

During debate unanimous support for the project to proceed to the community engagement phase was expressed, however a range of views were expressed regarding levels of support for the project proceeding beyond community engagement to the detailed design phase. In particular, a variety of views were expressed regarding whether the southern arterial link was likely to go ahead or not, and whether any development on Rocks Road should be linked to the potential for the southern arterial link or not.

Resolved

**THAT the Council confirm it does wish to proceed to the next steps with the Rocks Road walking and cycling project;**

**AND THAT Council approve each concept plan separately;**

**AND THAT concept plan one (\$9-13M) be approved;**

**AND THAT concept plan two (\$11-14M) be approved,**

**AND THAT engagement on concept plan three (\$33-47M) occur only for the purposes of disclosure and that all messaging on this concept reflect its lack of value as compared with the required investment;**

**AND THAT the engagement plan be presented to Council for approval at its meeting on 17 July 2014;**

**AND THAT the outcome of the engagement be presented to Council to guide consideration of any future investment.**

Her Worship the Mayor/Davy

Carried

Attendance: The meeting adjourned for morning tea from 10.52am to 11.09am.

## **9. Rocks Road Community Engagement**

Document number A1205859, agenda pages 42-79 refer.



Senior Asset Engineer Transport and Roading, Rhys Palmer, presented the report.

In response to a question, Mr Palmer explained that it was necessary to undertake community engagement in a timely manner, as if the project were to proceed, the NZTA 'R funding' had to be committed to the project by 30 June 2018. He explained that, should the project proceed, the time necessary to undertake detailed design and consenting work meant that it was imperative that community engagement occurred in the near future. He clarified NZTA's position that, if 'R funding' was not committed by 30 June 2018, it would no longer be available for use on Nelson projects.

Attendance: The meeting adjourned from 11.17am to 11.20am.

In response to a further question, the Chief Executive explained that, should the project proceed, it would be subject to further public consultation through the Regional Land Transport Programme and Long Term Plan processes.

Her Worship the Mayor encouraged councillors not to actively take part in the community engagement phase, as doing so may compromise councillors' ability to participate in future debate regarding whether to proceed further with the project.

Resolved

***THAT the report Rocks Road Walking and Cycling Project Engagement Plan (A1205859), and its attachments (A1216891 and A1216937) be received, with the removal from the Executive Summary (document A1216937) on page 72 of the agenda of the first sentence "Nelson is often described as the walking and cycling capital of New Zealand", and the inclusion of a second sentence "Nelson has an admirable record in cycling and walking initiatives";***

***AND THAT the Engagement Plan (A1216891), be approved for use subject to minor amendments as approved by the Mayor, Chair of Works and Infrastructure Committee and the Chief Executive;***

***AND THAT the engagement period runs from 24 July 2014 to 25 August 2014.***

Her Worship the Mayor/Ward

Carried

Nelson City Council  
17 July 2014

## 10. Local Government New Zealand Remit – Direction on Voting

Document number A1216741, agenda pages 80-95 refer.

In response to a question, Her Worship the Mayor explained that direction was specifically sought on the remit regarding earthquake-prone buildings, given that Council had previously supported this remit progressing to the Conference, but that Council was also able to provide direction regarding the additional remits if desired.

Attendance: Councillors Fulton and Acland left the meeting at 11.37am.

Councillors expressed general support for the proposed remit regarding fluoride in water. With regards to the remit regarding local government reorganisation, a suggestion was made that Her Worship the Mayor consider adding an amendment placing time delays on applications for local government reorganisation schemes where a scheme has been considered recently. Her Worship the Mayor advised that she would listen carefully to the debate prior to coming to a position on this matter.

Attendance: Councillor Fulton returned to the meeting at 11.42am.

Resolved

***THAT the report Local Government New Zealand Remit – Direction on Voting (A1216741) and its attachments (A1217196, A1217197 and A1217199) be received;***

***AND THAT Council vote in support of the Earthquake Prone Building remit put forward by Wellington City Council at the Local Government New Zealand 2014 Annual General Meeting.***

Davy/Barker

Carried

## REPORTS FROM COMMITTEES

### 11. Nelson Regional Transport Committee

Document number A1206257, agenda pages 96-102 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Nelson Regional Transport Committee, held on 6 June 2014, be received.***

Davy/McGurk

Carried

11.1 Joint Nelson Tasman Regional Transport Committee

Resolved

**THAT Council approve that a formal approach be made to Tasman District Council with a view to establishing a Joint Nelson Tasman Regional Transport Committee;**

**AND THAT Council authorises the Mayor, Chair of the Works and Infrastructure Committee and Chief Executive along with the NZ Transport Agency to finalise Terms of Reference with their Tasman District Council counterparts;**

**AND THAT the Draft Terms of Reference be endorsed as a basis for that discussion;**

**AND THAT once the Terms of Reference have been finalised, that the Chair of the Works and Infrastructure Committee be delegated to form a Joint Nelson Tasman Regional Transport Committee comprising Councillors Davy, Copeland and McGurk;**

**AND THAT once formed that the Nelson Regional Transport Committee be disbanded.**

Davy/McGurk

Carried

11.2 Three Roundabouts – Saxton Fields

It was noted that the New Zealand Transport Agency had identified issues with accessing arterial routes from Richmond, and that these issues required attention prior to the Three Roundabouts. It was clarified that Three Roundabouts project was not being completely removed from the Regional Land Transport Programme, rather it was being transferred to a later year.

Resolved

**THAT the Three Roundabouts – Saxton Field investigation project be removed from the 2012-2015 Regional Land Transport Programme.**

Davy/McGurk

Carried

**12. Planning and Regulatory Committee – 19 June 2014**

Document number A1209551, agenda pages 112-119 refer.

Resolved

**THAT the unconfirmed minutes of a meeting of the Nelson City Council Planning and Regulatory Committee, held on 19 June 2014, be received.**

McGurk/Fulton

Carried

Attendance: Councillor Acland returned to the meeting at 11.48am.

12.1 Consolidation of Bylaws

Resolved

**THAT Council confirms the consolidation of 14 bylaws into five groups as set out in report A1197587;**

**AND THAT the Planning & Regulatory Committee be delegated to oversee consultation and approval of the consolidated bylaw.**

McGurk/Noonan

Carried

**13. Planning and Regulatory Committee to continue deliberations on submissions to the draft Reserves Bylaw – 19 June 2014**

Document number A1209677, agenda pages 120-122 refer.

Resolved

**THAT the unconfirmed minutes of a meeting of the Nelson City Council Planning and Regulatory Committee to continue deliberations on submission to the draft Reserves Bylaw, held on 19 June 2014, be received.**

McGurk/Fulton

Carried

13.1 Analysis of Submissions on the Draft Reserves Bylaw

Alterations to the Reserves Bylaw were noted, including ensuring that the practise of golf in Neale Park did not compromise other park users, and provision of a list of activities requiring permission, to ensure that appropriate advice regarding the use of reserves could be given.

Resolved

***THAT the Reserves Bylaw (No. 222), as amended to reflect the Planning and Regulatory Committee's decisions on submissions, be adopted.***

McGurk/Fulton

Carried

**14. Nelson Regional Sewerage Business Unit – 20 March 2014**

Document number A1212937, agenda pages 129-136 refer.

Resolved

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

Ward/Davy

Carried

**15. Community Services Committee – 26 June 2014**

Document number A1213275, agenda pages 137-143 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Community Services Committee, held on 26 June 2014, be received.***

Rainey/Noonan

Carried

**16. Extraordinary meeting of the Planning and Regulatory Committee – 26 June 2014**

Document number A1210639, agenda pages 144-145 refer.

Resolved

***THAT the unconfirmed minutes of a extraordinary meeting of the Nelson City Council Planning and Regulatory Committee, held on 26 June 2014, be received.***

McGurk/Her Worship the Mayor

Carried

**17. Resource Management Act Procedures Committee – 1 July 2014**

Document number A1212833, agenda pages 146-147 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Resource Management Act Procedures Committee, held on 1 July 2014, be received.***

Her Worship the Mayor/Matheson

Carried

**18. Hearings Panel – 2 July 2014**

Document number A1213832, agenda pages 148-150 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Hearings Panel, held on 2 July 2014, be received.***

Barker/McGurk

Carried

**19. Governance Committee – 3 July 2014**

Document number A1214808, agenda pages 151-155 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Governance Committee, held on 3 July 2014, be received.***

Barker/Acland

Carried

**20. Chief Executive Employment Committee – 7 July 2014**

Document number A1215393, agenda pages 156-159 refer.

Resolved

***THAT the unconfirmed minutes of a meeting of the Nelson City Council Chief Executive Employment Committee, held on 7 July 2014, be received.***

Her Worship the Mayor/Acland

Carried

## PUBLIC EXCLUDED BUSINESS

### 21. 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>Public Excluded Minutes – 5 June 2014</b></p> <p>These minutes confirm the public excluded minutes of 27 February and 17 April 2014.</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)(i) To carry out negotiations</li> </ul>
2	<p><b>Public Excluded Status Report – 17 July 2014</b></p> <p>This report contains information regarding:</p> <p>Regional Landfill Proposal - Update</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>Mayor's Report</b></p> <p>This is a verbal update in relation to the proposed Joint Regional Landfill</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure</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>

Nelson City Council  
17 July 2014

		of information for which good reason exists under section 7	
<b>4</b>	<b>Port Nelson Ltd – Appointment of Directors</b>  This report contains information relating to the potential appointment of a director to the Port Nelson Board	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>
<b>5</b>	<b>Works and Infrastructure Committee – Public Excluded – 12 June 2014</b>  These minutes confirm the minutes of 1 May 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)(i) To carry out negotiations</li> </ul>
<b>6</b>	<b>Community Services Committee – Public Excluded – 26 June 2014</b>  These minutes confirm the minutes of 26 June 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> <li>Section 7(2)(i) To carry out negotiations</li> </ul>
<b>7</b>	<b>RMA Procedures Committee – Public Excluded – 1 July 2014</b>  These minutes record the first meeting of the Committee of the triennium and do not confirm any previous minutes, and contain information relating to:  <ul style="list-style-type: none"> <li>Plan Change 18 Appeals</li> </ul>	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>



<p><b>8</b></p>	<p><b>Governance Committee - Public Excluded Minutes – 3 July 2014</b></p> <p>These minutes confirm the minutes of 3 July 2014.</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)(b) To protect information that may disclose a trade secret or the commercial position of a person</li> </ul>
<p><b>9</b></p>	<p><b>Chief Executive Employment Committee – 7 July 2014</b></p> <p>These minutes record the first meeting of the Committee of the triennium and do not confirm any previous minutes, and contain information relating to:</p> <p>Chief Executive’s Employment Agreement 2014/2015</p> <p>Chief Executive’s Performance Review</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)(a) To protect the privacy of natural persons</li> </ul>

Davy/McGurk

Carried

The meeting went into public excluded session at 11.59am and resumed in public session at 11.59am.

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

Resolved

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

Her Worship the Mayor/Noonan

Carried

Her Worship the Mayor invited the Youth Councillors present to share their reflections on their Council meeting experience, and each did so in turn.

## 23. 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>Public Excluded Minutes – 5 June 2014</b></p> <p>These minutes confirm the public excluded minutes of 27 February and 17 April 2014.</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)(i) To carry out negotiations</li> </ul>
2	<p><b>Public Excluded Status Report – 17 July 2014</b></p> <p>This report contains information regarding:</p> <p>Regional Landfill Proposal - Update</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>Mayor’s Report</b></p> <p>This is a verbal update in relation to the proposed Joint Regional Landfill</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</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>

		exists under section 7	
<b>4</b>	<b>Port Nelson Ltd – Appointment of Directors</b>  This report contains information relating to the potential appointment of a director to the Port Nelson Board	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>
<b>5</b>	<b>Works and Infrastructure Committee – Public Excluded – 12 June 2014</b>  These minutes confirm the minutes of 1 May 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)(i) To carry out negotiations</li> </ul>
<b>6</b>	<b>Community Services Committee – Public Excluded – 26 June 2014</b>  These minutes confirm the minutes of 26 June 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> <li>Section 7(2)(i) To carry out negotiations</li> </ul>
<b>7</b>	<b>RMA Procedures Committee – Public Excluded – 1 July 2014</b>  These minutes record the first meeting of the Committee of the triennium and do not confirm any previous minutes, and contain information relating to:  <ul style="list-style-type: none"> <li>Plan Change 18 Appeals</li> </ul>	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>
<b>8</b>	<b>Governance Committee</b>	Section 48(1)(a)	The withholding of the

	<p><b>- Public Excluded Minutes – 3 July 2014</b></p> <p>These minutes confirm the minutes of 3 July 2014.</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>information is necessary:</p> <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>
9	<p><b>Chief Executive Employment Committee – 7 July 2014</b></p> <p>These minutes record the first meeting of the Committee of the triennium and do not confirm any previous minutes, and contain information relating to:</p> <p>Chief Executive's Employment Agreement 2014/2015</p> <p>Chief Executive's Performance Review</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)(a) To protect the privacy of natural persons</li> </ul>

Davy/McGurk

Carried

The meeting went into public excluded session at 12.02pm and resumed in public session at 1.43pm.

During this time, Councillor Acland left the meeting at 12.04pm and returned to it at 1.18pm, and the meeting adjourned for lunch from 12.43pm to 1.18pm. Councillors Fulton and Skinner left the meeting during the lunch break.

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

Resolved

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

Davy/Barker

Carried

There being no further business the meeting ended at 1.43pm.

Confirmed as a correct record of proceedings:

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

**Public Status Report – Council 28 August 2014**

Date of meeting/Item	Action Resolution	Officer	Status
<p>2/4/2013 - Council 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>28/8/2014 – Officers have requested an independent peer review of the feasibility study. Report to come to future Community Services Committee.</p> <p><b>Underway</b></p>
<p>19/6/2014 – Council Trafalgar Centre – Way Forward to Reopening</p>	<p><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;</p> <p><u>AND THAT</u> the brief for this project manager to manage this project from this point to reopening of the Trafalgar Centre be approved by the Mayor, Deputy Mayor, Chair and Deputy Chair of Works and Infrastructure Committee, and the Chair of the Community Services Committee, and tendered publicly;</p>	<p>Alec Louverdis</p>	<p>21/8/2014 – Tender evaluation to be undertaken by Mayor, Cr Rainey, Roger Taylor (interim chair NSOM), Chief Executive on 28/08/14.</p> <p>Recommendation to be signed off by Mayor, Deputy Mayor, Chair/Deputy Chair of W&amp;I and Chair of Community Services 1/09/14.</p> <p><b>Underway</b></p>

Date of meeting/Item	Action Resolution	Officer	Status
	<p><u>AND THAT</u> the project manager work within the ambit of Council's procurement policy (noting that this allows for exceptional circumstances such as specialist skill, or knowledge already gained to obviate public tendering of consultancy services);</p> <p><u>AND THAT</u> expenditure be funded from existing provisions in the current 2013/14 and 2014/15 capital budgets.</p>		
<p>26/6/2014 – Council Support for Nelson CBD – Winter Incentives</p>	<p><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;</p> <p><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.</p>	Chief Executive	<p>28/8/2014 – Report on current agenda. <b>Underway</b></p>

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## **Mayor's Report**

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

- 1.1 To update Council on a number of matters and make subsequent decisions

### **2. Recommendation**

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

***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.***

### **3. Nelson in good heart**

- 3.1 Taking a break away is a wonderful opportunity to look at different cities; see how other countries handle issues similar to those we face, and to come home with renewed spirit and fresh eyes.
- 3.2 I was only home 24 hours when I had the pleasure of attending the opening of Lucas House. Having the opportunity to view a 'next generation' building was wonderful, and tells me we are fortunate to have forward thinking developers in the City.
- 3.3 Equally interesting was hearing of the many positive developments occurring – two new restaurants to open on Hardy Street; the Late Night on Hardy initiative continues to grow; the foundations for the Quest Hotel are underway; and I understand Nelson Junction is attracting tenants – new to Nelson, and complementary to the CBD, not competitive with it.
- 3.4 The only thing better than going on holiday, is coming home! My thanks to those who covered for my absence to enable my break.

### **4. Afternoon Tea for competitors in Commonwealth Games**

- 4.1 Following on the positive sentiment, Nelson had a number of participants – both competitors and officials – in the Commonwealth Games in Glasgow.



4.2 The Tasman Mayor and I agreed it would appropriate to recognise their participation with an afternoon tea. This will be held in the Council Chambers on Tuesday, 2 September at 2pm. Councillors are encouraged to attend.

## **5. Local Government New Zealand (LGNZ) Zone 5 & 6 meeting**

5.1 Another commitment means I am unable to attend the LGNZ Zone 5 & 6 meeting which is scheduled on 24 October 2014 in Christchurch.

5.2 Council should consider whether it wishes to appoint a representative to attend.

## **6. Mayoral Discretionary Fund**

6.1 I was approached to support the Neighbourhood Support Nelson AGM, and have agreed to provide \$40 from the Mayoral discretionary fund for catering for it. The AGM takes place on 23 September.

## **7. Conclusion**

7.1 That Council notes the updates in this report.

Rachel Reese  
**Mayor of Nelson**

### **Attachments**

None.

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## **Administrative Matters**

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

- 1.1 To report on a number of administrative matters in order to keep Council up to date.

### **2. Delegations**

- 2.1 This is a report for consideration by full Council.

### **3. Recommendation**

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

### **4. Elected Members Travel and Training Expenditure**

- 4.1 At the 12 November 2013 Council meeting it was resolved to take a whole of triennium based approach to budgeting for elected members travel and training.
- 4.2 It was agreed that expenditure would be reported back to every alternate Council meeting.
- 4.3 It was also agreed that following attendance at an event, elected members would provide a report back to the Chief Executive for sharing with fellow Councillors via the Councillors Newsletter. Councillors are reminded to ensure a report back from any training is provided in a timely manner.
- 4.4 Attachment 1 is a table showing expenditure to 30 June 2014.

### **5. Meeting attendance**

- 5.1 Elected members meeting attendance is recorded for purposes such as official information requests.
- 5.2 In order to improve transparency on this matter and in line with good practice it seems prudent to routinely report meeting attendance. Providing it this way also allows elected members an opportunity to ensure the record is correct.

5.3 Attachment 2 is a table showing meeting attendance from 30 April to 30 June 2014.

5.4 The external appointees to the Governance and Planning and Regulatory Committees will be added to this table.

## **6. Interests Register**

6.1 At the start of the triennium all elected members were requested to declare their interests.

6.2 There is a standing item on each Council and Committee meeting agenda asking for updates to the Interests Register and for elected members to identify any conflicts of interest in the agenda. The Interests Register has been attached (Attachment 3).

6.3 In order to improve transparency and in line with good practice it seems prudent to routinely report on elected members interests. This allows elected members an opportunity to ensure the Register is correct.

6.4 External Appointees have been added to this Interests Register.

## **7. Leaves of Absence**

7.1 There are no leaves of absence applied for at this time.

## **8. Schedule of Documents Sealed**

8.1 Attachment 4 is the Schedule of Documents sealed.

8.2 This was previously presented on the Governance Committee Agenda.

## **9. Other Matters**

9.1 There are no other matters that need to be raised at this time.

## **10. Conclusion**

10.1 That the report be received and the information noted.

Penny Langley  
**Manager Administration**

### **Attachments**

Attachment 1: Elected Members Travel and Training 1 November 2013 to 30 June 2014 [A1166734](#)

Attachment 2: Elected Members Meeting Attendance to 30 June 2014  
[A1168076](#)

Attachment 3: Elected Members Interests Register 2013 – 2016 [A1006782](#)

Attachment 4: Schedule of Documents Sealed 30 May 2014 – 30 July 2014  
[A1196932](#)

## Travel and training budget 1 November 2013 to 30 June 2014

Name	Date	Purpose	Total Triennial Budget	Spent to 30/06/2014	Triennial Budget remaining
Prev Triennium	1/7-31/10/13	Expenditure by previous Council	\$ 3,470.00	\$ 3,470.00	\$ -
Induction			\$ 20,000.00	\$ 18,953.55	\$ 1,046.45
Mayor: LGNZ			\$ 22,200.00		
	22/11/2013	Flight to Wellington Regional Sector Group meeting		\$ 363.48	
	17/01/2014	Flight to Christchurch Regional Sector Group Strategy Day 13-14 Feb		\$ 320.00	
	24/02/2014	Accommodation in Christchurch Regional Sector Group Strategy Day 13 Feb 13		\$ 232.22	
				\$ 915.70	\$ 21,284.30
Mayor: Non-LGNZ			\$ 12,000.00		
	31/10/2013	Flight to Wellington WOW Function with Prime Minister 5-6 Nov 13		\$ 346.09	
	7/11/2013	Purchase of airport frequent flyer car park card and credit		\$ 191.30	
	8/11/2013	Flight to Wellington NZ Women in Government Reception 26-27 Nov 13		\$ 272.17	
	29/11/2013	Accommodation in Wellington NZ Women in Government Reception 26 Nov 13		\$ 165.22	
	28/02/2014	Media training course		\$ 649.17	
	1/05/2014	Flight to Wellington NZ Minister Williamson, earthquake prone buildings		\$ 346.09	
	20/05/2014	Credit to Mayor's flight to Wellington		-\$ 328.70	
	27/05/2014	Flight to Wellington NZ - Environmental Legal Assistance Fund Panel Mtg		\$ 320.00	
	26/06/2014	Intepeople Chamber Luncheon		\$ 35.00	
				\$ 1,996.34	\$ 10,003.66
Acland			\$ 5,000.00		
	28/02/2014	Media training course		\$ 649.17	
	30/04/2014	LGNZ workshop Audit & Risk Cttees		\$ 246.09	
	27/05/2014	LGNZ Workshop Wellington - Audit & Risk Cttees Roles & Functions Workshop		\$ 680.00	
				\$ 1,575.26	\$ 3,424.74

Name	Date	Purpose	Total Triennial Budget	Spent to 30/06/2014	Triennial Budget remaining
Barker			\$ 5,000.00		
	17/10/2013	Flight to Christchurch Panel Recertification Course 18 Nov 13		\$ 259.13	
	25/11/2013	LGNZ DLC Training Course 11 Nov 13		\$ 790.00	
	25/11/2013	Accommodation in Christchurch Panel Recertification Course 17 Nov 13		\$ 225.22	
	27/02/2014	Flight to Christchurch Making Good Decisions Chair Recertification		\$ 185.22	
	28/02/2014	Media training course		\$ 649.17	
	22/04/2014	Reimbursement for accommodation, food and taxis re Making Good Decisions Course		\$ 309.18	
				\$ 2,417.92	\$ 2,582.08
Copeland			\$ 5,000.00		
	1/11/2013	Flight to Auckland Fit for Future Conference 21 Nov 13		\$ 372.17	
	27/11/2013	Refund of flight to Auckland minus cancellation fee 21 Nov 13		-\$ 207.83	
	26/05/2014	RMA Training Making Good Decisions		\$ 1,500.00	
				\$ 1,664.34	\$ 3,335.66
Davy			\$ 5,000.00		
	18/12/2013	Making Good Decisions Panel Recertification Course 20 Mar 14		\$ 1,113.91	
	19/12/2013	Flight to Wellington Making Good Decisions Panel Recertification 20 Mar 14		215.65	
	9/04/2014	LGNZ Conference 2014 Registration		1,256.52	
				\$ 2,586.08	\$ 2,413.92
Fulton			\$ 5,000.00		
	25/11/2013	LGNZ DLC Training Course 11 Nov 13		\$ 790.00	
	28/02/2014	Media training course		\$ 649.19	
	21/05/2014	LGNZ Conference		\$ 1,256.52	
				\$ 2,695.71	\$ 2,304.29
Lawrey			\$ 5,000.00		
	19/05/2014	LGNZ Conference		\$ 1,256.52	
				\$ 1,256.52	\$ 3,743.48

Name	Date	Purpose	Total Triennial Budget	Spent to 30/06/2014	Triennial Budget remaining
McGurk			\$ 5,000.00		
	28/02/2014	Media training course		\$ 649.17	
	26/05/2014	RMA Training Making Good Decisions		\$ 1,500.00	
				\$ 2,149.17	\$ 2,850.83
Matheson			\$ 5,000.00		
	25/11/2013	LGNZ DLC Training Course 11 Nov 13		\$ 790.00	\$ 4,210.00
Noonan			\$ 5,000.00		
	28/02/2014	Media training course		\$ 649.17	
	9/04/2014	Registration for LGNZ Conference 2014		\$ 1,226.09	
				\$ 1,875.26	\$ 3,124.74
Rainey			\$ 5,000.00		
	19/06/2014	LGNZ Conference		\$ 1,360.87	
				\$ 1,360.87	\$ 3,639.13
Skinner			\$ 5,000.00		
	30/04/2014	LGNZ 2014 Conference Registration		\$ 1,226.09	
	26/05/2014	RMA Training Making Good Decisions		\$ 1,500.00	
				\$ 2,726.09	\$ 2,273.91
Ward			\$ 5,000.00		
	9/04/2014	LGNZ 2014 Conference Registration		\$ 760.87	
	25/06/2014	Community Housing Aotearoa Impact Conference		\$ 430.43	
				\$ 1,191.30	\$ 3,808.70
One-off Funding Pool			\$ 28,765.00		
				\$ -	\$ 28,765.00
<b>TOTAL</b>			<b>\$ 146,435.00</b>	<b>\$ 47,624.11</b>	<b>\$ 98,810.89</b>

A1166734

## Elected Members Meeting Attendance 29 October 2013-30 June 2014

## Legend:

Yes: Attended as member, for more than 50% of meeting duration

Apols: Did not attend, apology entered

DNA: Did not attend, no apology entered

Other LG: Did not attend due to attendance at another Council commitment

Partly: Attended as member for 50% or less of the meeting (by duration)

Att: In attendance, as a non-member of the committee.

n/a: Not a member, did not attend

Meeting Name	Date of meeting	Meeting Type - Council, Workshop, Committee	Mayor Rachel Reese	Cr Luke Acland	Cr Ian Barker	Cr Ruth Copeland	Cr Eric Davy	Cr Kate Fulton	Cr Matt Lawrey	Cr Paul Matheson	Cr Brian McGurk	Cr Gaile Noonan	Cr Pete Rainey	Cr Tim Skinner	Cr Mike Ward
Inaugural Council Meeting	29-Oct-13	Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Council - Ordinary	12-Nov-13	Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Community Services Committee	21-Nov-13	Committee	Yes	Att	n/a	Apol	Att	n/a	Yes	Yes	Att	Yes	Yes	Yes	Yes
Council - NZTA	21-Nov-13	Council	Yes	Yes	Apol	Apol	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Planning and Regulatory Committee	21-Nov-13	Committee	Yes	n/a	Apol	Yes	Yes	Yes	Yes	Att	Yes	Att	n/a	n/a	Yes
Council - Draft Local Alcohol Policy hearing	26-Nov-13	Council	Yes	Apols	Yes	Apols	Apols	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Works and Infrastructure Committee	28-Nov-13	Committee	Yes	Yes	Yes	Yes	Yes	n/a	Yes	Att	n/a	Yes	n/a	Yes	Att
Governance Committee	28-Nov-13	Committee	Yes	Yes	Yes	n/a	Yes	Yes	Att	Yes	Yes	Yes	Apols	n/a	n/a
Council - Ordinary	12-Dec-13	Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Council - Extraordinary	19-Dec-13	Council	Yes	Yes	Yes	Apols	Yes	Apols	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Community Services Committee	28-Jan-14	Committee	Partly	n/a	Att	Apols	Att	n/a	Yes	Yes	Att	Yes	Yes	Yes	Yes
Planning and Regulatory Committee	28-Jan-14	Committee	Partly	n/a	Yes	Apols	Yes	Apols	Yes	Att	Yes	n/a	n/a	n/a	Yes
District Licensing Committee	29-Jan-14	Committee	Apols	n/a	Yes	n/a	n/a	n/a	n/a	Yes	n/a	n/a	n/a	n/a	n/a
Works and Infrastructure Committee	30-Jan-14	Committee	Apols	Yes	Yes	Apols	Yes	n/a	Yes	Att	n/a	Yes	n/a	Yes	Att
Governance Committee	30-Jan-14	Committee	Apols	Yes	Yes	n/a	Yes	Apols	n/a	Apols	Yes	Yes	Apols	n/a	n/a
NRSBU	31-Jan-14	Joint Committee	n/a	n/a	n/a	Apols	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
District Licensing Committee	12-Feb-14	Committee	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Planning and Regulatory Committee - Extraordinary	18-Feb-14	Committee	DNA	n/a	Yes	Yes	Apols	Apols	Yes	Apols	Yes	n/a	n/a	n/a	Yes
Council - LAP deliberations	27-Feb-14	Council	Yes	Yes	Yes	Yes	Yes	Yes	Partly	Yes	Yes	Yes	Yes	Yes	Yes
Council - incl AP report	27-Feb-14	Council	Yes	Yes	Yes	Partly	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Chief Executive Employment Committee	5-Mar-14	Committee	Yes	Yes	n/a	n/a	n/a	n/a	n/a	Apols	n/a	n/a	n/a	n/a	n/a
Council - Ordinary	6-Mar-14	Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes



Meeting Name	Date of meeting	Meeting Type - Council, Workshop, Committee	Mayor Rachel Reese	Cr Luke Acland	Cr Ian Barker	Cr Ruth Copeland	Cr Eric Davy	Cr Kate Fulton	Cr Matt Lawrey	Cr Paul Matheson	Cr Brian McGurk	Cr Gaile Noonan	Cr Pete Rainey	Cr Tim Skinner	Cr Mike Ward
Works and Infrastructure Committee	13-Mar-14	Committee	Partly	Yes	Yes	Yes	Yes	Att	Yes	n/a	Att	Yes	n/a	Yes	Att
NRSBU	14-Mar-14	Joint Committee	n/a	n/a	n/a	Yes	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Chief Executive Employment Committee	17-Mar-14	Committee	Yes	Yes	n/a	n/a	n/a	n/a	n/a	Yes	n/a	n/a	n/a	n/a	n/a
Planning and Regulatory Committee - Hearing Reserves Bylaw	20-Mar-14	Committee	Partly	n/a	Yes	Yes	Apols	Yes	Yes	n/a	Yes	n/a	n/a	Att	Yes
Planning and Regulatory Committee	20-Mar-14	Committee	Partly	n/a	Yes	Yes	Apols	Yes	Yes	n/a	Yes	Att	n/a	n/a	Yes
Community Services Committee	27-Mar-14	Committee	Yes	Att	Att	Apols	Att	Att	Yes	Yes	Att	Yes	Yes	Yes	Yes
Council - Approve AP	27-Mar-14	Council	Yes	Yes	Yes	Yes	Partly	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Governance Committee	3-Apr-14	Committee	Yes	Yes	Yes	Att	Yes	Yes	n/a	Yes	Yes	Yes	Yes	n/a	n/a
Joint Shareholders Committee	4-Apr-14	Joint Committee	Yes	n/a	Yes	n/a	n/a	n/a	n/a	Yes	n/a	Att	n/a	n/a	n/a
CDEM Group	4-Apr-14	Committee	Yes	n/a	n/a	n/a	n/a	n/a	n/a	Yes	n/a	n/a	n/a	n/a	n/a
Council - Ordinary	17-Apr-14	Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Apols	Yes	Yes	Yes
Works and Infrastructure Committee	1-May-14	Committee	Partly	Yes	Yes	Yes	Yes	n/a	Yes	Att	n/a	Yes	n/a	Yes	n/a
Planning and Regulatory Committee - Reserves Bylaw deliberations - RECONVENED TO 19 JUNE AND WILL BE CONFIRMED AT P&R COMMITTEE MEETING 31 JULY	8-May-14	Committee	Yes	Att	Apol	Yes	Yes	Yes	Yes	Att	Yes	Att	n/a	n/a	Yes
Planning and Regulatory Committee - ordinary	8-May-14	Committee	Yes	Att	Apol	Yes	Yes	Yes	Yes	Att	Yes	Att	Att	Att	Yes
Council - Annual Plan 2014/15 Hearings 13-14 May	13-14 May 14	Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Extrordinary Council Meeting	15-May-14	Council	Yes	Yes	Yes	Yes	Apols	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Community Services Committee	15-May-14	Committee	Yes	Att	Att	Yes	n/a	Att	Yes	Yes	Att	Yes	Yes	Yes	Yes
Governance Committee	22-May-14	Committee	Yes	Yes	Yes	n/a	Yes	Yes	n/a	Yes	Yes	Yes	Apol	n/a	n/a
Council - Annual Plan 2014/15 Delibs 27-29 May	27-29 May 2014	Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Council - Ordinary	5-Jun-14	Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Regional Transport Committee	6-Jun-14	Committee	Yes	n/a	n/a	Yes	Yes	n/a	n/a	n/a	Yes	n/a	n/a	n/a	n/a
Works and Infrastructure Committee	12-Jun-14	Committee	Apols	Yes	Yes	Yes	Yes	n/a	Yes	n/a	n/a	Yes	n/a	Yes	n/a
Council - Approve and Adopt AP	19-Jun-14	Council	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Planning and Regulatory Committee	19-Jun-14	Committee	DNA	n/a	Yes	Yes	Apol	Yes	Yes	n/a	Yes	Att	n/a	n/a	Yes
Planning and Regulatory Committee reconvened deliberations on draft Reserves Bylaw	19-Jun-14	Committee	DNA	n/a	Yes	Yes	Apol	Yes	Yes	n/a	Yes	Att	n/a	n/a	Yes
NRSBU	20-Jun-14	Joint Committee	n/a	n/a	n/a	Yes	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Extraordinary Planning and Regulatory Committee	26-Jun-14	Committee	Yes	Att	Yes	Yes	Apol	DNA	Yes	Att	Yes	Att	Att	n/a	Yes

Meeting Name	Date of meeting	Meeting Type - Council, Workshop, Committee	Mayor Rachel Reese	Cr Luke Acland	Cr Ian Barker	Cr Ruth Copeland	Cr Eric Davy	Cr Kate Fulton	Cr Matt Lawrey	Cr Paul Matheson	Cr Brian McGurk	Cr Gaile Noonan	Cr Pete Rainey	Cr Tim Skinner	Cr Mike Ward
Council	26-Jun-14	Council	Yes	Yes	Yes	Yes	Apol	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Community Services Committee	26-Jun-14	Committee	Partly	Att	Att	Yes	n/a	Att	Yes	yes	Att	Yes	Yes	Yes	Yes

## Members' Interest Register – 2013-2016

Last updated June 2014

## Elected Members:

Member	Last Update	Elected Member Declared Business Interest and value	Spouse/Partner Declared Interest
Her Worship the Mayor Rachel Reese	5 June 2014 <i>(Interests Register received at Council meeting)</i>	Property co-owner 4A Allan Street Shareholder/Director - Rachel Reese Consulting Ltd Shareholder - Wharehunga Forestry 2004 Ltd Beneficiary - TuJaes Trust Minor Shareholder - AMP Ltp Minor Shareholder - Manus Resources Ltd Trustee - Hilda and Auty Harley Trust  <u>Council-related appointments</u> Patron - Civic Trust Trustee - Nelson Municipal Band Trustee - Cawthron Trust Board	Property co-owner 4A Allan Street Director/Shareholder - RH Investments Ltd
Councillor Luke Acland	5 June 2014 <i>(Interests Register received at Council meeting)</i>	Property owner 15 Cambria Street	No declared interests
Councillor Ian Barker	5 June 2014 <i>(Interests Register received at Council meeting)</i>	Member – Nelson Residents Association Member – Age Concern Board member – Tahuna Beach Holiday Park Chairman – Guardian of Nightingale Library Trustee – Network Tasman Trust	No declared interests
Councillor Ruth Copeland	5 June 2014 <i>(Interests Register received at Council meeting)</i>	No declared interests	Event Manager - Nelson Arts Festival (2013) \$4,500 per annum Nelson Arts Festival Hireages (2013) \$2,500 Event Manager - Isel in Bloom (October

	<i>meeting)</i>		2013) and Broadgreen Rose Day (November 2013) \$3,000 Event Manager - New Years Eve Event (December 2013) CEL Trafalgar Centre - event preparation and packdown (\$7,500)
Councillor Eric Davy	5 June 2014 ( <i>Interests Register received at Council meeting)</i>	No declared interests	No declared interests
Councillor Kate Fulton	5 June 2014 ( <i>Interests Register received at Council meeting)</i>	No declared interests	No declared interests
Councillor Matt Lawrey	5 June 2014 ( <i>Interests Register received at Council meeting)</i>	Properties (owner): 13/15, 31 and 33 Orsman Cres Contributor - 2013 Nelson Arts Festival 2013 Race Unity Day (MC) 2013 Little Day Out (MC) Contributor - 2014 Nelson Arts Festival 2014 Race Unity Day (MC) Organiser of 'First Responders Parade 2014' - this event received \$575 of NCC Heritage Week Funding.	No declared interests
Councillor Paul Matheson	5 June 2014 ( <i>Interests Register received at Council meeting)</i>	NZ Community Trust Nelson Cancer Society	No declared interests
Councillor Brian McGurk	18 August 2014	Trustee and beneficiary of BJ and DA McGurk Family Trust	No declared interests
Councillor Gaile Noonan	5 June 2014 ( <i>Interests</i>	Deputy Chair - Big Brothers Big Sisters Executive Member - Greypower	No declared interests

	<i>Register received at Council meeting)</i>	Nelson Foodbank Volunteer	
Councillor Pete Rainey	5 June 2014 <i>(Interests Register received at Council meeting)</i>	Director of Rockquest Promotions Ltd providing events partially funded by proceeds of gaming trusts, as well as having technical production contracts with NCC potentially in excess of \$25,000.00. Approval for this is being sought from the Office of the Auditor General.  Artistic Director Opera in the park Trustee - Youth and Community Facilities Trust Trustee - Tawhiri Trust	Sales manager at Media Works Nelson
Councillor Tim Skinner	5 June 2014 <i>(Interests Register received at Council meeting)</i>	No declared interests	No declared interests
Councillor Mike Ward	5 June 2014 <i>(Interests Register received at Council meeting)</i>	Business: Studio (244 Hardy Street), and jewellery sales through Suter Gallery shop Property owner 10 Russell Street	No declared interests

**Externally Appointed Committee Members:**

<b>Governance Committee Members</b>	<b>Last Update</b>	<b>Member Declared Business Interest and value</b>	<b>Spouse/Partner Declared Interest</b>
John Murray	Aug 2014	<p>Personal interest in two properties in Nelson City through my family trust. One at 41 Marybank Rd and the other at 72 Trafalgar Street.</p> <p>Various commercial and residential interests in property in the Nelson City boundary. This arises because of various trusteeships held directly and indirectly on behalf of clients of Crowe Horwath.</p> <p>Principal of Crowe Horwath in Nelson. Various relationships with business and property owners which operate in the Nelson City.</p> <p>Trustee of the Saxton Velodrome Trust.</p> <p>Secretary and financial adviser to Te Atiawa O Te Waka a Maui Trust.</p> <p>Director of Te Atiawa Asset Holding Company Limited.</p> <p>Secretary and financial adviser to Ngati Rarua Atiawa Iwi Trust.</p>	
John Peters	July 2014	<p>Co-owner of property at 37 Tresillian Avenue</p> <p>Chairman of the Nelson Tasman Region Hospice Trust</p>	

<b>Planning and Regulatory Committee Members</b>	<b>Last Update</b>	<b>Member Declared Business Interest and value</b>	<b>Spouse/Partner Declared Interest</b>
Glenice Paine			

**Members of Joint Committees administered by Nelson City Council:**

<b>NRSBU Members</b>	<b>Last Update</b>	<b>Member Declared Business Interest and value</b>	<b>Spouse/Partner Declared Interest</b>
Councillor Michael Higgins (TDC Councillor)	20 June 2014	No declared interests	No declared interests
Councillor Barry Dowler (TDC Councillor)	20 June 2014	No declared interests	No declared interests
Councillor Ruth Copeland (NCC Councillor)	5 June 2014 <i>(Interests Register received at Council meeting)</i>	No declared	Event Manager - Nelson Arts Festival (2013) \$4,500 per annum Nelson Arts Festival Hireages (2013) \$2,500 Event Manager - Isel in Bloom (October 2013) and Broadgreen Rose Day (November 2013) \$3,000 Event Manager - New Years Eve Event (December 2013) CEL Trafalgar Centre - event preparation and packdown (\$7,500)
Derek Shaw (NCC appointee)			
Matthew Hippolite (Iwi representative)	16 June 2014	NCC Kotahitanga (Ngati Koata Rep) NCC Compliance and Monitoring Group (Waste Water Overflow RMA Consent compliance) Solid Waste Joint Working Party (NCC & TDC combined Management Strategy) Nelson Biodiversity Forum (Ngati Koata Rep) Waimea Plains Freshwater (Quality) and Land Management Group (Iwi Rep) Tiakina Te Taiao Ltd Board of Directors (Koata Alternate Director) Marlborough District Council Iwi Working Group (Ngati Koata Rep) Ngati Koata Trust – Projects Manager (Employer)	No declared interests
Phillip Wilson (Industry Representative)	20 June 2014	No declared interests	No declared interests

**Schedule of Documents Sealed:** 30 May 2014 to 30 July 2014

*Attachment 4.*

<b>DATE</b>	<b>LEGAL DESCRIPTION</b>	<b>DESCRIPTION</b>	<b>SITE ADDRESS</b>
30/05/14		Appointment (Renewal) of Enforcement Officer (Security Guard, First Security)	
19/06/14		Stoke Heights Subdivision (The Ridgeways) Joint Venture Statement of Intent 2014-2015	
20/06/14	CFR NL5D/1145	Deed of Lease between Nelson City Council and Robbie Kavanagh	Founders Heritage Park
20/06/14	CFR NL5D/1145	Deed of Lease between Nelson City Council and MadCat Limited	Founders Heritage Park
26/06/14		Deed of Lease between Nelson City Council and The Brook (Waimarama) Sanctuary Trust (Sanctuary and visitor information centre)  Deed of Surrender of Lease between Nelson City Council and The Brook (Waimarama) Sanctuary Trust (Entry building and visitor information centre)	Brook Waimarama Sanctuary, Brook Street
02/07/14	Lot 1 DP 10091	Heads of Agreement between Nelson City Council and The Bishop Suter Trust (Board)	208 Bridge Street, Nelson



DATE	LEGAL DESCRIPTION	DESCRIPTION	SITE ADDRESS
		for the redevelopment of the Bishop Suter Art Gallery	
14/07/14		Appointment of Enforcement Officer (Deputy Pound Keeper, EIL)	
14/07/14	CFR NL5D/1145	Deed of Lease between Nelson City Council and Lori Davis	Founders Heritage Park
24/07/14		Appointment of Enforcement Officer (Security Guard, First Security)	
30/07/14		Memorandum of Understanding on Regional Landfill Operations for Nelson City Council and Tasman District Council	York Valley Landfill, 34 Market Road, Bishopdale and Eves Valley Landfill, 214 Eves Valley Road, Tasman

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

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

- 1.1 To consider changing the electoral system for the 2016 and 2019 local body elections.

### **2. Delegations**

- 2.1 Electoral matters have not been delegated to a committee therefore this is a decision for Council.

### **3. Recommendation**

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

***AND THAT Council notes that a trial of online voting will take place at the 2016 local body election;***

***AND THAT Council not take part in the trial of online voting at the 2016 local body election;***

***AND 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.***

## 4. Background

- 4.1 Regulation 8 of the Local Electoral Regulations 2001 allows for one of two electoral systems to be used for local body elections. Those two systems are First Past the Post (FPP) and Single Transferrable Vote (STV).
- 4.2 These two systems are defined in Sections 5A and 5B of the Local Electoral Act 2001, however attachment 1 provides a more readily understood description of how the two systems work.
- 4.3 Since the Local Electoral Act 2001 came into force, Nelson City Council has used FPP as its electoral system.
- 4.4 The New Zealand Public Health and Disability Act 2002 (Schedule 2, clause 9A) requires that elections for District Health Boards be conducted as using the STV electoral system.
- 4.5 The Local Body and District Health Board triennial elections are run concurrently (New Zealand Health and Disability Act 2002, Schedule 2, clause 9).
- 4.6 Section 27 of the Local Electoral Act 2001 allows for Council to change its electoral system by resolution so long as this resolution is passed before 12 September two years before the next triennial election. In this case, that is 12 September 2014.
- 4.7 Section 27 also specifies that, where Council resolves to use a particular electoral system, it is to be used for the next two triennial elections, and then continues to be used, unless a subsequent resolution is passed or a poll is conducted.
- 4.8 In August 2008, Council resolved that the 2010 and 2013 triennial local body elections in Nelson City be conducted using the FPP electoral system. This resolution continues in effect until a subsequent resolution is passed or a poll conducted.
- 4.9 Regardless of whether Council wishes to change the system or remain with the existing system, public notice must be given of the electoral system to be used and the right of the public to demand a poll to change that system. This requirement is outlined in Section 28 of the Local Electoral Act 2001. This notice must be given prior to 19 September two years before the next triennial election. In this case that is 19 September 2014.
- 4.10 Section 31 of the Local Electoral Act 2001 allows for Council to resolve that a poll be held on a proposal that a particular electoral system be used. Such a resolution must be passed prior to 28 February in the year before the next triennial election. In this case that is 28 February 2015.
- 4.11 Should a poll be conducted either by choice or by demand, the electoral system decided on must be used for two triennial elections, in accordance with Section 34 of the Local Electoral Act 2001.

- 4.12 In September 2013 the Minister of Local Government announced that a trial of online voting would be conducted during the 2016 local body elections. At that time the Department of Internal Affairs was asked to put together a working party to consider this issue.
- 4.13 In August 2014 the Online Voting Working Party's report was released on the feasibility and options for local elections. This report confirms that online voting be trialled during the 2016 elections, with a view to be available for all local authorities in 2019, assuming that the trial is successful.

## **5. Discussion**

- 5.1 It is widely accepted that there are advantages and disadvantages for both the FPP and the STV electoral systems. See Attachment 2 for more detailed information on these advantages and disadvantages.

### **Voter Confusion**

- 5.2 Nelson has been using FPP for the local body elections and STV for Nelson Marlborough District Health Board Elections since 2004.
- 5.3 In the 2013 election Nelson returned a much higher number of blank and informal votes for the DHB election than for the local body election. This could mean that our community found the STV electoral system more complicated or became confused by using more than one voting system; or it could mean that people were less interested in voting for the DHB. Lower numbers of blank and informal votes were received for the local body election using FPP. The total number of voting papers processed for each of these elections was very similar. This leads to a view that voter confusion may arise from using two different systems of voting.
- 5.4 Marlborough District Council is one of seven local authorities that uses STV voting for both its local body and DHB elections.
- 5.5 By way of comparison, in 2013 Marlborough District Council returned much lower numbers of blank and informal votes for the DHB election than Nelson City Council. This may indicate less confusion as only one electoral system was used for both elections. Or, it could mean that voters in Marlborough are more interested in voting for the DHB. In this regard, the extent of health services offered in Marlborough was a live issue at the time of the DHB election.
- 5.6 The report on the inquiry into the 2013 election also reported on voter confusion. It was reported that in 2013 90% used FPP so the majority of local body elections involved two electoral systems. The report identifies that, generally, local bodies using STV have a higher turnout, but the incidence of invalid voting is usually higher in DHB elections, because people tick their preferred candidates rather than ranking them.

## **Proportionality**

- 5.7 Proportionality is also a matter for discussion on the subject of electoral systems. Proportional representation systems are recognised as producing results that reflect the preferences of the broad community of voters. FPP is not considered to be proportional while STV is. Attachment 3 provides a comparison.
- 5.8 Generally speaking, proportional representation systems are accepted to lead to more equitable minority representation. However, this outcome is itself dependent on a diversity of candidates standing in an election. No representation system can alter the diversity of representatives elected unless there is a diverse pool of candidates standing for election.

## **Online Voting Trial**

- 5.9 The Online Voting Working Party has prepared a report recommending that online voting is feasible and a trial of politically binding online voting occur at the 2016 local body election by local bodies who wish to do so. This recommendation is also supported by the report on the inquiry into the 2013 election. Some local bodies, including those in larger urban areas, have indicated their willingness to undertake online voting trials. There is a recommendation within the Online Voting Working Party report that, if a 2016 trial is successful, online voting will be rolled out nationally for the 2019 local body elections.
- 5.10 It is intended that the online voting trial, and any subsequent move to initiate online voting nationally at a later date will still allow for either FPP or STV electoral systems to be used. It is further suggested that online voting would be offered in addition to postal voting, rather than completely replacing postal voting.
- 5.11 Nelson City Council has now conducted four elections using both FPP and STV voting systems for the Council and District Health Board elections respectively. It is considered that voters could become more confused if the voting system was to change at the 2016 local body election, only for a further change in the form of online voting potentially being introduced at the 2019 local body election.
- 5.12 If the voting system were to be changed it may be better to do that in conjunction with the introduction of online voting, when the voting public would be more engaged with the changes due to the national change to online voting.
- 5.13 If a change to the electoral system were desired, there would be efficiencies to be gained by changing it in conjunction with the introduction to of online voting in terms of costs involved in communications and promotions.
- 5.14 Provided a poll on the electoral system is not undertaken, Council could revisit this issue prior to the 2019 election should it wish to do so,

regardless of whether online voting were to be introduced at that point or not.

- 5.15 It is not proposed the Nelson City Council partake in any early trials of online voting, including the 2016 local body election, but rather wait to consider the trials undertaken by those Councils whose communities are very keen to pursue online voting.
- 5.16 There are several reasons for this. First, the inquiry into the 2013 local authority elections indicates that there is a decline in online usage rates for the over-65 age group, which makes up a proportionally larger part of the Nelson community. Secondly, given the physical proximity to Tasman District Council, it is beneficial for both councils to align on this issue. Tasman District Council has not indicated a desire to take part in the 2016 online voting trial.

## **6. Options**

- 6.1 Council has three options as allowed for in the Local Electoral Act 2001:
- Council can resolve to change the electoral system and give notice of that resolution and the public's right to demand a poll;
  - Council can resolve to hold a poll on one of the proposed electoral systems;
  - Council can make no decision on whether to change the electoral system, thereby retaining the status quo, and give notice of the public's right to demand a poll. This is the option recommended by officers.
- 6.2 The purpose of local government requires the Council to choose options that are most cost effective for households and businesses, while achieving the desired outcomes. It is considered that as the public has showed no signs of desiring a change in the electoral system, it is most cost effective to maintain the status quo and only engage in a poll to change the electoral system if it is demanded by the public.
- 6.3 Additionally, this option is most sensible with respect to future circumstances in light of the impending national changes to incorporate the option of online voting over the next two triennial elections.

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

- 7.1 This decision is not a significant decision in terms of the Council's Significance Policy.

## **8. Consultation**

- 8.1 It is a requirement of the Local Electoral Act 2001 (sections 27 to 29) that public notice must be given of the right to demand a poll on the electoral system to be used. It is also required that public notice of any

resolution to change the electoral system must be given, including the statement that a poll is required to countermand that decision.

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

- 9.1 Should council choose to conduct a poll or should a poll be demanded by the public, there would be costs associated with this in the order of approximately \$80,000. There is currently no budget line to cover this cost.

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

- 10.1 No consultation has been undertaken with Māori in relation to this report. The opportunity to petition for a poll is open to everyone on the Nelson electoral role, including Māori.

## **11. Conclusion**

- 11.1 It is recommended that no decision be made with regards to changing the electoral system at this point, but that Council consider this matter again following the trial of electronic voting in the 2016 local body election.

Penny Langley

**Manager Administration**

### **Attachments**

- Attachment 1: Extract from SOLGM Code of Good Practice for the Management of Local Authority Elections and Polls 2016 - [A1235522](#)
- Attachment 2: Extract from SOLGM Code of Good Practice for the Management of Local Authority Elections and Polls 2016 - [A1235525](#)
- Attachment 3: Extract from Choosing Electoral Systems in Local Government in New Zealand: A Resource Document produced by the STV Taskforce May 2002 - [A1235530](#)

1. THE CHOICE: FIRST PAST THE POST (FPP) OR THE SINGLE TRANSFERABLE VOTE (STV)

**(a) How do the two electoral systems work?**

FPP	STV
<p><b>FPP: casting a vote</b> You place ticks equal to the number of vacancies next to the candidate(s) you wish to vote for.</p> <p>In multi-member wards/constituencies you cast one vote for each vacancy to be filled, as above.</p> <p>In single-member wards/constituencies you cast one vote.</p> <p><b>FPP: counting votes</b> The candidate(s) with the most votes win(s). Each winning candidate is unlikely to have a majority of votes, just the largest number of votes cast.</p>	<p><b>STV: casting a vote</b> You cast one <i>single</i> vote regardless of the number of vacancies. You cast this <i>single</i> vote by consecutively “ranking” your preferred candidates beginning with your most preferred candidate (‘1’) your next preferred candidate (‘2’) and so on.</p> <p>In multi-member wards/ constituencies you cast a <i>single</i> vote by ranking as few or as many candidates as you wish, as above.</p> <p>In single-member wards/constituencies you cast a <i>single</i> vote by ranking as few or as many candidates as you wish.</p> <p><b>STV: counting votes</b> The candidate(s) are elected by reaching the “quota” (the number of votes required to be elected).<sup>1</sup> Vote counting is carried out by computer.<sup>2</sup> First preference votes (‘1s’) are counted. Candidates who reach the quota are “elected”. The “surplus” votes for elected candidates are transferred according to voters’ second preferences. Candidates who reach the quota by including second preferences are “elected”. This process repeats until the required number of candidates is elected.<sup>3</sup></p>

<sup>1</sup> The quota is calculated using the total number of valid votes cast and the number of vacancies.

<sup>2</sup> The New Zealand method of STV uses the ‘Meek method’ of counting votes. Because this method transfers proportions of votes between candidates, it requires a computer program (the STV calculator).

<sup>3</sup> If at any point there are no surpluses left to transfer, the candidate with the lowest number of votes is excluded and the votes redistributed according to voters’ next preferences. For further information on the details of vote counting, see, for example, STV Taskforce, ‘Choosing Electoral Systems in Local Government in New Zealand: A Resource Document’, (May 2002).



FPP	STV
<p><b>FPP: announcing results</b> FPP results can usually be announced soon after voting ends.</p> <p>Results are announced and published showing the total votes received by each candidate.</p>	<p>In multi-member constituencies, despite voters casting only a <i>single</i> vote, a voter may influence the election of more than one representative (if their vote can be transferred to other candidates according to voters' preferences)</p> <p><b>STV: announcing results</b> Because all votes must be processed before counting can begin, it may take longer than for FPP preliminary results.</p> <p>Official results are announced and published showing elected candidates in the order they reached the quota and unsuccessful candidates in the reverse order they were excluded. All elected candidates will have the same share of the vote.</p>

**(b) What is the difference between the two electoral systems?**

FPP is a 'plurality' electoral system; this means that to get elected a candidate must win the most votes, but not a majority of the votes. In multi-member constituencies, like local government elections, voters cast multiple votes. This means that one voter can help to elect multiple candidates to represent him/her, and another voter may not elect any candidate to represent him/her. As a plurality system, many votes can be 'wasted' in FPP elections; 'wasted' votes do not help to elect a candidate. FPP is often described as a simple system for voters to use, but it is widely recognised as producing disproportional results; that is results that do not reflect the preferences of the broad community of voters.

STV is a 'proportional' electoral system; this means that to get elected a candidate must win a proportion of the overall votes cast (or 'meet the quota'). In multi-member constituencies like local government elections, a voter casts a single vote by ranking his/her preferred candidates. That single vote can transfer according to the voter's preferences to ensure that the voter has a good chance of helping to elect one candidate to represent the voter. As a proportional system, STV minimises 'wasted' votes; in other words more votes help to elect candidates. STV is often described as a complex system for voters to use, but it is widely recognised to produce proportional results that reflect the preferences of the broad community of voters.

## 2. WHAT ARE THE ADVANTAGES AND DISADVANTAGES OF EACH SYSTEM?

No electoral system is perfect, and different people will have different views on what is 'fair'. Both FPP and STV have advantages and disadvantages.

Overall, the advantages of STV relate to the people who get elected using STV.<sup>4</sup> The system potentially achieves:

- broad proportionality (in multi-member wards/constituencies)
- majority outcomes in single-member elections
- more equitable minority representation
- a reduction in the number of wasted votes.

The disadvantages of STV relate to:

- the public being less familiar with the system and possibly finding it harder to understand
- matters of process such as the way votes are cast and counted (for example perceived complexity may discourage some voters)
- the information conveyed in election results.

The advantages of FPP, on the other hand, relate to the simplicity of the process including the ways votes are cast, counted and announced.

The disadvantages of FPP relate to:

- disproportional election results, including the generally 'less representative' nature of FPP councils
- the obstacles to minority candidate election
- the number of wasted votes.

Deciding which electoral system is best for your community may come down to deciding which is more important: process, or outcome. Unfortunately, neither electoral system can claim to achieve well in both.

<sup>4</sup> For further discussion, see Graham Bush, 'STV and local body elections – a mission probable?' in J. Drage (ed), *Empowering Communities? Representation and Participation in New Zealand's Local Government*, pp 45–64 (Wellington: Victoria University Press, 2002).

**More detailed advantages and disadvantages**

FPP	STV
<p><b>FPP: casting votes</b> FPP is a straightforward system of voting. FPP is familiar to most people.</p> <p>“Tactical” voting is possible; votes can be used with a view to preventing a candidate from winning in certain circumstances.</p> <p><b>FPP: counting votes</b> FPP is a straightforward system for counting votes. Votes can be counted in different locations and then aggregated. Election results are usually announced soon after voting ends.</p> <p><b>FPP: election results</b> Official results show exactly how many people voted for which candidates.</p> <p>Results are easy to understand.</p> <p>A ‘block’ of like-minded voters can determine the election of multiple candidates in multi-member wards/ constituencies, without having a majority of the votes, thereby ‘over-representing’ themselves.</p> <p>The overall election results will not be proportional to voters’ wishes, and will not reflect the electoral wishes of the <i>majority</i> of voters, only the <i>largest group</i> of voters who may not be the majority.</p> <p>In single-member elections, the winner is unlikely to have the majority of votes, just the largest group of votes.</p> <p>There will be more “wasted” votes (votes that do not contribute to the election of a candidate).</p>	<p><b>STV: casting votes</b> STV is a less straightforward system of voting. There is a need for more information for people to understand the STV ranking system of candidates.</p> <p>It is virtually impossible to cast a “tactical” vote under STV. As a result, voters are encouraged to express their true preferences.</p> <p><b>STV: counting votes</b> STV vote counting requires a computer program (the STV calculator). Votes must be aggregated first and then counted in one location. Election results will usually take a little longer to produce.</p> <p><b>STV: election results</b> Official results will identify which candidates have been elected and which have not and in which order. They do not show how many votes candidates got overall, as all successful candidates will have the same proportion of the vote (the quota). This information, at stages of the count, can still be requested. Results can be easy to understand if presented appropriately.</p> <p>STV moderates ‘block’ voting as each voter casts only one <i>single</i> vote, even in multi-member wards/ constituencies.</p> <p>The overall election results reflect the wishes of the majority of voters in proportion to their support for a variety of candidates.</p> <p>In single-member wards/constituencies, the winner will have the majority of votes (preferences).</p> <p>Every vote is as effective as possible (depending on the number of preferences indicated) meaning there are fewer “wasted” votes and more votes will contribute to the election of a candidate than under FPP.</p>

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## Proportionality

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FPP is not a form of proportional representation. This means that elected members may not necessarily reflect the range of opinions in proportion to the electors of the district or region holding those opinions.

STV is a broadly proportional electoral system. It provides effective representation for all significant points of view. It cannot, however, guarantee that there will be an increased diversity of representation.

Many voters may not support the candidates who are elected because they did not vote for them. Votes that are not cast for successful candidates are in effect 'wasted'.

Nearly all voters can point to at least one, and probably more than one, person they helped to elect because they were able to transfer their support to another candidate when their first, and sometimes their second or subsequent preference, did not need all of their vote to get elected.

Many votes cast may be 'wasted' because successful candidates often receive many more votes than they need to be elected.

STV is widely considered to reflect voters' wishes better than other electoral systems.

Each vote is of equal value at any given point in the count, and – provided votes have not been made non-transferable – very few votes are 'wasted' by not being able to help elect at least one candidate.

Later preferences cannot harm earlier preferences so voters can split their vote between candidates from different parties or organised political groupings.

FPP provides a direct link between voters and their elected representatives because those elected represent everyone, not just those who voted for them. However, even in multi-member wards or constituencies some voters may not have voted for any of the successful candidates.

STV provides direct links between voters and their elected representatives because those elected represent everyone, not just those who voted for them. Most voters are able to point to at least one representative who they helped get elected.

To place a tick beside the name of one's preferred candidate or candidates represents a positive choice, but this extent of support which can be indicated, is restricted to the number of vacancies to be filled.

To express a ranked preference for candidates for office is a positive action. Voters are, in effect, saying: 'I prefer candidate B ahead of candidate D, but if both of these candidates can be elected without needing all of my vote I would like part of it to go to candidate A.'

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

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

- 1.1 To rescind a resolution of Council.
- 1.2 To extend the free parking trial currently taking place in the Nelson CBD to Sunday 19 October 2014.

### **2. Delegations**

- 2.1 Rescinding a resolution of Council is a matter for Council.
- 2.2 Parking falls within the delegations of the Planning & Regulatory Committee. However, at its meeting on 26 June 2014, it requested Council consider the issue. This report comes to Council on the basis of a continuation of that matter.

### **3. Recommendation**

***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.***

#### **4. Background**

- 4.1 At a meeting on 26 June 2014, Council considered a range of options for providing incentives to visit the Nelson CBD by offering free parking during the winter months, July-September.
- 4.2 A voucher for free bus travel to the Nelson CBD has also been provided to Nelson households.
- 4.3 The free parking initiative is programmed to end 30 September 2014.

#### **5. Discussion**

- 5.1 Data from a range of sources is currently being compiled. Officers have monitored the impact of the initiative on parking occupancy, duration of stay, and parking revenue. Data on spend in the Nelson CBD, and eftpos transactions across the region is currently being analysed. It is important that this data is checked and understood before it is used. It is proposed to share this information with retailers and businesses in an open forum on 2 September 2014.
- 5.2 The Mayor and Chief Executive met with a group of retailers in mid August to get their feedback on issues with the trial. All were agreed that the initiative has been positive in shifting attitudes towards shopping in the CBD; they acknowledged there are issues for some businesses, and that car parks are being used by workers for all day parking in the CBD. This meeting – and the commitment to another with this group – replaces the need for a focus group to be undertaken with CBD businesses at the end of the period.
- 5.3 The trial is currently programmed to end 30 September 2014. Ending the trial without any steps forward would seem a backward move. However, Council needs to think very carefully before committing to any permanent change. The demands on parking in the summer are very different to the winter months.
- 5.4 Similarly, in June 2014 Council resolved the financial impact of the initiative on parking revenue and bus fares be reported on to the Governance Committee. That can still occur as part of financial reporting, but it is important that Council has as much financial information as possible when it meets next on 9 October 2014.
- 5.5 This report proposes that the trial be extended to 19 October 2014. That date is chosen to allow time for Council to consider the matter at its next scheduled meeting and time for officers to implement any decisions taken but recognises that tourism increases mid-October and parking demand will increase significantly.
- 5.6 A study on parking to inform future direction has been undertaken and will be reported back before, or as part of the overall consideration at Council's 9 October meeting.

#### **6. Options**

- 6.1 The winter incentives trial is currently programmed to end 30 September. The status quo would be to have it end on that date. Without the opportunity to consider feedback covering all of the period, and without a direction agreed from that date Council would revert to the previous parking regime. That would seem to undermine the gains made in changing the perception of doing business in the CBD.
- 6.2 CBD vitality is important to all residents of Nelson. The levers Council has are many, but it needs to understand the cost and value of each. Extending the trial for a further two weeks will allow officers to compile comprehensive data; gather more information; and prepare options for Council's consideration.
- 6.3 There is a risk that some businesses will not support any extension of the trial. As part of preparing this report, Uniquely Nelson has been asked to communicate with businesses around the parking squares (where the most negative impacts have been felt) and to inform their members of the proposal to extend. This is to ensure they are aware that Council understands the demands on parking in Nelson CBD in the tourist season, and that full consideration of the issue will take place on 9 October 2014.

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

- 7.1 This is not a significant decision as against Council's Significance Policy.

**8. Alignment with relevant Council Policy**

- 8.1 This report seeks only to extend the parking trial for a short period of time. The substantive report to Council on 9 October 2014 will cover alignment.
- 8.2 The unbudgeted costs of the free parking trial were covered in the report to Council. It had an estimated cost of up to \$285,000 for the three months (with \$100,000 provided in the Annual Plan to support CBD); an additional two weeks could increase the lost revenue by another \$40-45,000.

**9. Consultation**

- 9.1 There has been no consultation undertaken, other than a discussion with the same group of retailers/business representatives that Council heard from, back in June 2014.

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

- 10.1 No discussion with Maori on this issue has taken place to date.

## **11. Conclusion**

- 11.1 The original resolution set out a number of actions to be taken whilst the free parking trial was taking place. It also provided for a focus group to be undertaken by officers at the end of the period. Some feedback has already been gained from a small group of retailers and business representatives. Leaving a formal focus group until after the end of the period is too late to be of use in the decision making timeframe. Accordingly, it is proposed to rescind this resolution.
- 11.2 An extension of two weeks for the free parking initiative in the CBD will provide time for Council to consider the best 'next steps', and time for any changes to be implemented.
- 11.3 It is critical that any next steps for parking in the CBD are taken in time for the busy tourist/summer season. An extension until 19 October 2014 recognises this.

Clare Hadley  
**Chief Executive**

No attachments



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## **Nelson Airport Ltd 2014/15 Statement of Intent**

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

- 1.1 To accept the Nelson Airport Ltd 2014/15 Statement of Intent.

### **2. Delegations**

- 2.1 This is a matter for the Joint Shareholders Committee which has delegated authority to review Statements of Intent, and recommend their adoption by both shareholding councils.
- 2.2 However, Tasman District Council intends to put the matter straight to its Council table. In these circumstances, Nelson City Council has little choice but to also bring this matter straight to Council, rather than convene a meeting of the Joint Shareholders Committee in line with the Committee delegations.

### **3. Recommendation**

***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.***

### **4. Background**

- 4.1 Each year council controlled organisations (CCOs) are required to submit a draft Statement of Intent (SOI) to councils for consideration. Through the Joint Shareholders Committee, Council provides comment and feedback to the organisation. After considering those comments the CCO provides a final SOI to Council.
- 4.2 A full review of the draft Nelson Airport Ltd SOI was the subject of a confidential report to the April 2014 Joint Shareholders Committee meeting.

## **5. Discussion**

- 5.1.1 The Board of the Airport Company has considered the comments provided. As a result of those, amendments have been made to the final SOI.
- 5.1.2 The Company has made the changes requested to reference the Companies Act requirements for the Annual Report and Annual meeting, along with the content and publication of the half yearly report.
- 5.1.3 Council also requested that the Company's policy on the revaluation of assets be amended, to bring it in line with other commercial CCOs. The accounting policy on asset valuations has not changed. The Company has advised it is undertaking a full review of its policy in relation to the valuation of fixed assets. Once that review is complete the shareholders will be advised of the Board's recommendation for the way forward. This is a reasonable approach to addressing the asset valuation issue in a structured manner.

## **6. Options**

- 6.1 Option 1 – to agree to the final Statement of Intent.
- 6.2 Option 2 – to not agree to the final Statement of Intent. If Council does not agree to the SOI it must take all practicable steps under clause 5 of schedule 8 of the Local Government Act to require the SOI to be modified. This approach would require agreement with Tasman District Council as the other 50% shareholder. Given the efforts the company has made to respond to the comments on the draft SOI this approach is not recommended.

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

- 7.1 The adoption of the SOI for Nelson Airport Limited is not a significant decision.

## **8. Consultation**

- 8.1 The Council is not required to undertake consultation on the SOI.

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

- 9.1 A council controlled organisation (CCO) must have an SOI that complies with clauses 9 and 10 of schedule 8 of the Local Government Act 2002 (LGA); this is a legal requirement, not Council policy.

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

- 10.1 The Council is not required to undertake consultation on the SOI.

## **11. Conclusion**

- 11.1 The Board of Nelson Airport Ltd has considered the comments from the Joint Shareholders Committee on the draft SOI and as a result made amendments to the final document. While not changing the current policy on asset valuation, they have undertaken to have a formal and structured policy review. This approach appears reasonable and maps a path forward on this issue.
- 11.2 On balance and after considering alternatives, the officer's recommendation is to accept the final 2014/15 Statement of Intent.

Nikki Harrison  
**Group Manager Corporate Services**

### **Attachments**

- Attachment 1: NAL Cover letter ([A1223143](#))  
Attachment 2: NAL SOI 2014/15 Final ([A1223159](#))

  
**Nelson Airport**  
LIMITED

23 June 2014

The Shareholders, Nelson Airport Ltd  
C/- The Chief Executive Officer

**Tasman District Council**  
Private Bag 4  
Richmond 7050

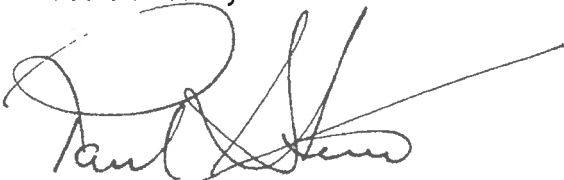
**Nelson City Council**  
P O Box 645  
Nelson 7040

Dear Lindsay and Clare

On behalf of the Board I am pleased to enclose the Company's Statement of Corporate Intent for the period 2014/2015.

Our first draft followed a thorough review by the Board and incorporated the addition of new targets and objectives. This final draft incorporates further amendments in response to feedback from Shareholders on the first draft.

Yours sincerely



Paul Steere  
Chairman

ct: Mayor Richard Kempthorne  
ct: Mayor Rachel Reese  
ct: Mike Drummond  
ct: Hugh Kettlewell  
ct: Nikki Harrison

*New Zealand Airports Association*  
**"Airport of the Year 2008, 2010 & 2012"**

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**NELSON AIRPORT LIMITED**

**STATEMENT OF INTENT**

**2014 to 2015**



*Nelson Airport*  
LIMITED

**1. Preamble**

The Board of Nelson Airport Limited has prepared and approved this Statement of Intent. Nelson Airport Limited is a Council Controlled Trading Organisation and as such this Statement has been prepared in accordance with Schedule 8 of the Local Government Act 2002.

**2. Principal Objective**

Operate as a successful airport operating business.

### 3. Defined Objectives

#### Economic Returns

1. Provide solid and sustainable business growth providing a commercially acceptable rate of return for Shareholders in delivering the financial performance targets.
2. Achieve sufficient earnings to fund the change and growth requirements of the airport and aviation industry, exploiting profitable opportunities within the industry
3. Provide facilities and services at fair market prices.

#### Infrastructure Development

4. Invest in infrastructure required to cope with forecast growth.
5. Ensure the company has adequate funds to carry out capital works
6. Maintain a five year forward view of likely development to ensure the required level of facilities are planned for and developed to support the growth of airport and aviation activities.

#### Business Diversification and Development

7. Acquire and develop properties and buildings which enable the continued development of airport and aviation facilities.
8. Develop commercial revenue streams which leverage aeronautical activity to deliver value to shareholders and enhance the provision of public services available at the airport.
9. Encourage the growth and development of aviation related activities.

#### Operations, Safety and Compliance

10. Provide an essential airport service to meet the needs of the region.
11. Maintain Civil Aviation Certification and meet all other safety requirements and consents.
12. Continue to provide operational excellence.
13. Develop the Airport's land in accordance with the Company's land use controls.
14. Maintain the Airport's infrastructure to an appropriate standard.

#### Strong, Effective Relationships

15. Undertake regular and appropriate enquiry of stakeholders to ensure our service best meets their requirements.
16. Be a 'good employer'.

#### Environment, Sustainability and Community

17. Consider environmental sustainability in all operational decisions, developments and capital works.
18. Ensure that the Nelson Airport Noise Environment Advisory Committee is adequately informed on aircraft activity and that the noise control requirements are complied with.
19. Exhibit a sense of social and environmental responsibility by providing for the present and future needs of airport users, in ways that are sensitive to the needs of the community.
20. Use resources wisely and in harmony with the environment of an airport.

#### 4. Performance Targets

##### Increase Economic Returns

Ref	Performance Target	Measurement
1	Achieve Financial Performance Targets.	Compare actuals to targets.
2	Increase car parking revenue post completion of the car park redevelopment in line with financial performance targets.	Compare parking revenue actuals to targets.

##### Infrastructure Development

Ref	Performance Target	Measurement
3	Complete the construction and commissioning of the new terminal access and car park extension during the 2014/15 Financial Year.	Access infrastructure built and fully commissioned by 30 June 2015.
4	Review five year forecast, including developments, at least annually.	Five year forecasts reviewed and issued.

##### Business Diversification and Development

Ref	Performance Target	Measurement
5	Exploit opportunities for business diversification and development.	Include in Annual Report commentary.

##### Operations, Safety and Compliance

Ref	Performance Target	Measurement
6	Pass all Civil Aviation Authority certification audits with no findings and fully consider any recommendations.	Civil Aviation Authority Audit Reports.
7	Complete essential works (if any) on the terminal as identified in the seismic engineering report.	Completed by 30 June 2016.
8	Facilitate regular airport security meetings to ensure compliance with aviation security requirements.	Report on number of meetings & number and trend of security breaches.
9	Continue to work with the appropriate authorities to ensure an appropriate level of management is achieved in respect of the birdstrike risk in the vicinity of the airport.	Good management plans and processes agreed with local authorities for management of the birdstrike risk in the vicinity of the airport.

##### Strong, Effective Relationships

Ref	Performance Target	Measurement
10	Measure and report on "good employer" key indicators.	Nil staff grievances. Report on staff turnover.
11	Maintain a safe working environment for employees.	Zero Medical Treatment Injuries or Lost Time Injuries for employees.



Environment, Sustainability and Community

Ref	Performance Target	Measurement
12	Facilitate regular meetings of the Nelson Airport Noise Environment Advisory Committee (NANEAC) and provide this Committee with appropriate monitoring data, advice and information.	Facilitate NANEAC meetings, at least every 2 months where complaints have been received or where there are issues that require addressing.
13	Comply with The Noise Management Plan noise level requirements.	Noise from aircraft operations over a rolling 3 month average not to exceed 65 ldn at or outside the noise boundary.

Financial Performance

(\$)	Actual 2012/2013	Forecast 2013/2014	Forecast 2014/2015	Forecast 2015/2016	Forecast 2016/2017
Gross Revenue	4,900,974	5,052,400	5,233,780	5,450,120	5,861,225
Operating Expenditure	2,818,809	3,136,600	3,368,366	3,527,678	3,619,384
Net Financing Income (Cost)	(12,250)	10,100	(169,300)	(319,950)	(459,425)
Profit Before Taxation	2,069,915	1,925,900	1,696,114	1,602,492	1,782,416
Tax Expense	579,845	539,252	474,912	448,698	499,076
Net Profit	1,490,070	1,386,648	1,221,202	1,153,794	1,283,340
Retained Earnings	7,534,233	8,420,881	8,992,083	9,637,333	10,376,496
Dividend	500,000	650,000	508,544	544,177	574,658
Net Retained Earnings	7,034,233	7,770,881	8,483,539	9,093,156	9,801,838
Total Equity Issued	2,400,000	2,400,000	2,400,000	2,400,000	2,400,000
Closing Shareholders Funds	9,434,233	10,170,881	10,883,539	11,493,156	12,201,838
EBITDA	2,749,679	2,565,500	2,675,314	2,779,141	3,069,541

Note : Financing cost post 2013/14 is dependent on capital programme approved and prevailing interest rates.  
 Dividend 2013/14 includes \$150k special dividend and \$500k ordinary dividend.  
 EBITDA = Earnings before Interest, Tax, Depreciation & Amortisation.

## 5 Nature and Scope of Activities

### 5.1 Airport Business Activities

- Ensure compliance with all Civil Aviation Authority requirements for the safe and appropriate operation of the airport.
- Ensure the provision of aeronautical and non-aeronautical facilities of the scale and quality required to accommodate forecast activity growth.
- Ensure provision of safe and appropriate passenger terminal and freight facilities.
- Ensure provision of a safe and appropriate aerodrome including runway, taxiways, terminal aircraft stands and aircraft parking areas.
- Ensure the provision of appropriate airport emergency equipment, facilities and procedures.
- Operate airport terminal facilities.
- Operate carpark facilities for passengers, staff and rental car companies.

### 5.2 Property Activities

- Lease premises and land to businesses whose activities are associated with the airport and its users.
- Rent, lease and develop property required to secure present and future airport operations.
- Carry out other property activities that in the opinion of the Directors are appropriate for the Company.
- Keep the property and facilities properly maintained.
- Encourage activities that directly or indirectly increase aircraft landings and passenger numbers and encourage aviation business growth at Nelson Airport.
- The Company will enter into subleasing contractual arrangements with third parties in respect of property leased from the Nelson City Council where the intended users are complementary to the Company's operations, represent essential facilities or in the opinion of the Directors provide services that are conveniently or economically carried out on a contract basis.

### 5.3 General

The Company will undertake other relevant activities consistent with the operation of the airport as may be decided by the Directors from time to time.

The land comprising Nelson Airport is vested in the Nelson City Council and leased to Nelson Airport Limited, pursuant to an agreement with the Crown following the purchase of the Crown's share in Nelson Airport by the two councils. The lease is a 60 year rolling lease and no transactions can be entered into in respect of acquisition of any of the land leased without the consent of the Crown.

## 6. **Ratio of Shareholder's Funds to Total Net Assets / Debt/Equity Ratio**

Shareholder's funds are defined as paid up capital, plus retained earnings and reserves other than as identified to be excluded. Net operating assets are defined as the sum of all current assets, fixed assets and investments owned by the company, less current liabilities.

The percentage of shareholder's funds to net operating assets should be between 60% - 80%. The debt to equity percentage should not be more than 66% (60:40 ratio). The forecast of Shareholders' Funds to Net Operating Assets for the 2014/15 year is 79%, the forecast debt to equity percentage is 31%.

## 7. **Dividend Policy**

The company will endeavour to pay an ordinary annual dividend of 5% of the Opening Shareholders Funds for that year end, and that it will be no less than the previous year's ordinary dividend.

## 8. **Reporting to Shareholders**

The following information will be available to shareholders based on an annual balance date of 30 June.

### 8.1 **Draft Statement of Intent**

No later than 1<sup>st</sup> March in each year, the directors shall deliver to the shareholders a Draft Statement of Intent that fulfils the requirements of Schedule 8 of the Local Government Act 2002.

### 8.2 **Completed Statement of Intent**

After considering shareholders' comments on the draft the directors shall deliver to the shareholders a Statement of Intent which fulfils the requirements of Schedule 8 of the Local Government Act 2002 and which meets the shareholders' approval before 30 June each year.

### 8.3 **Half Yearly Reports**

Within two months after the end of the first half of the financial year commencing 1 July, the directors shall deliver to the shareholders an unaudited report prepared in accordance with the accounting standards for Interim Financial Statements. Half Yearly Report to include commentary on the Company's operations and performance against non-financial performance measures. (Report due not later than 28 February.).

The Interim Report will be published on the Nelson Airport Ltd website following adoption by Shareholders.

### 8.4 **Annual Report**

Within three months after the end of the financial year, the directors shall deliver to the shareholders an annual report which fulfils the requirements of Section 67 of the Local Government Act 2002, prepared to comply with the Financial Reporting Act (1993) and audited financial statements in respect of the financial year, containing the following information as a minimum:

- A Directors' Report including a summary of the financial results, a review of operations, a comparison of performance in relation to objectives and any recommendation as to dividend.
- A revenue statement disclosing actual and budgeted revenue and expenditure and comparative figures from previous annual reports.
- A statement of financial position at the end of the year.
- A statement of cash flows.
- An Auditor's Report on the above statements and the measure of performance in relation to objectives.
- This annual report shall be made available for public inspection at Council offices and on the Nelson Airport Ltd website.

## **8.5 Annual Shareholders' Meeting**

Written notice of the time and place of a meeting of Shareholders will be sent to every Shareholder and to every Director and Auditor of the Company not less than ten working days before the meeting. The notice must be in accordance with the requirements of Schedule 1 of the Companies Act 1993.

The Board must call an annual meeting of Shareholders to be held no later than 31 December. NAL must hold the meeting on the date on which it's called to be held.

The Board will send to each Shareholder, not less than 20 working days before the date fixed for holding the annual meeting of Shareholders, a copy of the Annual Report.

## **8.6 Annual Budget**

An annual budget shall be provided for the coming financial year and the following two years, at such a time to enable it to be included within the Annual Plans for the shareholding councils.

## **8.6 Compensation from Local Authorities**

There is no indication of any matter for which the company may seek compensation from any Local Authority.

## **9. Accounting Policies**

### **9.1 General Accounting Policies**

The financial statements will be prepared in accordance with Generally Accepted Accounting Practice in New Zealand as required by the Companies Act 1993 and Financial Reporting Act 1993. The Company complies with Parts 3 and 4 of the Airport Authorities (Airport Companies Information Disclosure) Regulations 1999.

The financial statements comply with the New Zealand Equivalents to International Financial Reporting Standards Reduced Disclosure Regime (NZ IFRS RDR) and its interpretations as appropriate to profit oriented entities. The Company is designated as a for-profit entity.

### **9.2 Particular Accounting Policies**

The following particular accounting policies, which materially affect the measurement of profit and the financial position of the company, will be consistently applied.

#### **Current Assets**

- Accounts receivable are valued at book value, less a provision for doubtful debts.

#### **Fixed Assets**

- The Board is reviewing the policy relating to the valuation of fixed assets. Once the review is complete Shareholders will be advised of the Board's recommendation for the way forward.

#### **Depreciation**

- Fixed assets will be depreciated over their useful life on a basis consistent with current accounting standards.

#### **Taxation**

- The company is subject to tax under the Income Tax Act 2007. Any deferred taxation arising from timing differences will be adjusted against profit for the year using the liability method.

## **Goods and Services Tax**

- Financial statements, including income and expenditure statements and balance sheet statements of assets and liabilities, except debtors and creditors, are all exclusive of GST. Debtors and creditors are inclusive of GST.

## **10. Procedure for Acquisition of other Interests**

If the directors believe that the company should invest in or otherwise acquire any interest in any other organisation, they will obtain the prior approval of the shareholders by special resolution unless the total cost is less than \$50,000. In this case, prior approval will not be required, but shareholders will be advised in writing within 14 days.

## **11. Directors' Estimate of Company Value**

The directors' estimate that the opening balance of shareholder's funds in the annual accounts will represent the value of the company. The directors will advise the shareholders on an annual basis if they believe the value to differ materially from this value.

## **12. Governance Statement**

### **12.1 Structure, Function and Obligations of the Board.**

#### **12.1.1 The Role of the Board**

- Ensuring the Company meets its objectives as defined in this Statement of Intent.
- Ensuring the Company complies with all its lawful obligations.
- Ensuring the shareholders are kept well informed on all relevant issues and that there are "no surprises" on matters likely to cause community or political concern.
- Making any decisions as to policy that is not the preserve of general management and day-to-day administration.
- Employing the Chief Executive (including entering into a performance management agreement, reviewing performance and setting remuneration).
- Ensuring sound financial management of the Company.

#### **12.1.2 Composition of the Board**

- The Board is made up of five non-executive Directors.
- The shareholders, after consultation with the Board, will be responsible for appointing directors to the Board.
- The shareholders have formally adopted a policy for appointment of Directors, dated September 2009.

### **12.2 Guidance and Resources Provided to Board Members.**

#### **12.2.1 Resources available to Board members to carry out their duties:**

- Sound financial management and systems that provide reports to the Board as follows
  - Statement of financial performance for the preceding month and year to date.
  - Statement of cash flow for the preceding month and forecast for the next month.
- Chief Executive's report addressing issues related to the Company's performance against objectives (financial and non-financial).

#### **12.2.2 The Board will ensure that relevant training opportunities are made available to Directors.**

12.2.3 Code of Conduct:

- All Board members will be required to comply with the New Zealand Institute of Directors' "Code of Proper Practice for Directors".
- All Board members will apply their best endeavours to ensure the Company achieves the economic, social and environmental objectives defined in Section Three of this document.
- All Board members will apply their best endeavours to ensure the Company complies with the requirements of its Constitution and this Statement of Intent.

**12.3 Significant Policies in Place for Accountability.**

12.3.1 The Board shall ensure the Company complies with the reporting requirements outlined in Section Eight of this document.

12.3.2 Risk Management Policies:


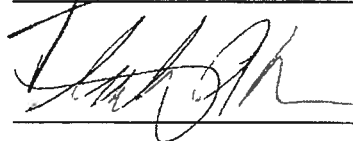
- The Board shall ensure that appropriate insurance is maintained on all insurable risks of the Company, and in particular public liability insurance.
- The Board shall ensure that appropriate structured financial risk assessment and management processes are in place and provide "in confidence" to shareholders further detail of the elements of risk management identification and mitigation.
- The Board shall ensure that the Company has systems in place to achieve compliance with the Health and Safety in Employment Act 1992 and subsequent amendments.

12.3.3 Remuneration:

- The shareholders will set total remuneration for the Board at the Annual General Meeting. The Board will be responsible for deciding the apportionment of this amount.

Dated this 17<sup>th</sup> day of June 2014

Signed by Nelson Airport Limited

Chairman

Director

Signed by the Nelson City Council

\_\_\_\_\_

Mayor

\_\_\_\_\_

Chief Executive

Signed by the Tasman District Council

\_\_\_\_\_

Mayor

\_\_\_\_\_

Chief Executive

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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 24 July 2014, commencing at 9.00am

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Present: Councillor E Davy (Chairperson), Her Worship the Mayor (R Reese), Councillors L Acland, I Barker, M Lawrey, G Noonan and T Skinner

In Attendance: Councillors K Fulton, B McGurk, P Matheson, and 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 (E-J Ruthven), and Youth Councillors (C Lindley and J Burr)

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

### 1. Apologies

Resolved

***THAT apologies be received and accepted from Councillor Copeland, and Her Worship the Mayor for lateness.***

Lawrey/Noonan

Carried

### 2. Interests

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

### 3. Confirmation of Order of Business

The Chairperson advised that a late item for the public excluded part of the meeting, relating to the joint regional landfill proposal, had been received. He said that a procedural resolution was required in order for this matter to be considered at the meeting.

Resolved

***THAT the public excluded item regarding Regional Landfill Proposal - Update 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 Works and Infrastructure Committee to be updated on the matter in a timely fashion.***

Acland/Barker

Carried

The Chairperson added that Lindsay McKenzie, Chief Executive of Tasman District Council, would attend the public excluded part of the meeting for the late item relating to the joint regional landfill proposal. He said that a further procedural resolution was required in order for him to attend this item in the public excluded part of the meeting.

Resolved

***THAT, in accordance with section 48(5) of the Local Government Official Information and Meetings Act 1987, Lindsay McKenzie remain after the public has been excluded, for the late item on the Public Excluded agenda (Regional Landfill Proposal - Update), as he has 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 Lindsay McKenzie possesses relates to negotiations between Nelson City Council and Tasman District Council relating to the Regional Landfill Proposal, which is relevant to the decision before the Committee.***

Barker/Lawrey

Carried

**4. Public Forum**

There were no public forum presentations.

**5. Confirmation of Minutes – 12 June 2014**

Document number A1205282, agenda pages 8-16 refer.

Attendance: Her Worship the Mayor joined the meeting at 9.05am.



Resolved

***THAT the minutes of a meeting of the Nelson City Council – Works and Infrastructure Committee, held on 12 June 2014, be confirmed as a true and correct record.***

Noonan/Lawrey

Carried

**6. Status Report – Works and Infrastructure  
24 July 2014**

Document number A1150321, agenda page 17 refers.

In response to a question, Group Manager Infrastructure, Alec Louverdis, advised that work on the Auckland Point Pedestrian Crossing Safety Improvements had not yet started, as the financial year had just commenced, but was programmed to occur in the near future. He confirmed that work would proceed on the basis of the June 2014 Works and Infrastructure Committee decision, approving reconfiguration of the zebra crossing to one lane in each direction.

Resolved

***THAT the Status Report – Works and Infrastructure 24 July 2014 (A1150321) be received.***

Her Worship the Mayor/Lawrey

Carried

**7. Chairperson’s Report**

The Chairperson spoke about the Auckland Point Pedestrian Crossing Safety Improvements. He noted his concern with this project, the design of which he suggested may lead to delays for emergency services attending to incidents.

During discussion, it was noted that emergency services had been consulted with in the preparation of the report leading to the June 2014 Works and Infrastructure Committee decision and had either not responded or had provided positive feedback. It was further noted that the width of the road would not be physically changing, but would change as per the decision through road markings.

Resolved

***THAT the Chairperson’s Report be received.***

Barker/Noonan

Carried

## **BUILDINGS**

### **8. Council Owned Earthquake Prone Buildings – Earthquake Assessment Update**

Document number A1206206, agenda pages 18-29 refer.

Group Manager Infrastructure, Alec Louverdis, presented the report. He said that the report provided a mid-point review of detailed assessments undertaken to date of buildings with initial assessments less than 34% of the National Building Standards (NBS), and that some initial assessments originally below 34% NBS had proved to be greater than 34% NBS once detailed assessments had been completed.

In response to questions, Mr Louverdis clarified the work anticipated or undertaken on the Energy Centre at Founders Park, and other Council-owned buildings such as Duncan House, the old Trafalgar Grandstand, Broadgreen House, Melrose House, and the Hunter Furniture Building. He clarified that estimated costs contained a contingency amount consistent with the industry standard for building works, and would be refined in each case following detailed design work.

Attendance: Councillor Acland left the meeting at 9.30am.

There was a discussion about the priority in which buildings were being assessed. In response to questions, Mr Louverdis explained that the priority for undertaking assessments of Council-owned buildings had been approved by Council in August 2013, and that assessments of several Council-owned buildings had commenced already this financial year.

There was a further discussion regarding the proposed review of Council's property assets, and how the information relating to earthquake prone buildings would feed into this process. In response to questions, Mr Louverdis clarified that information relating to NBS percentages was one of many items that would feed into the overall property asset review. He added that the property asset review would also include various other elements for Council to consider, and especially for buildings rated less than 34% NBS, may influence whether Council chose to strengthen, sell, or demolish the building.

Mr Louverdis explained the intention that detailed assessments of buildings with initial assessments less than 34% NBS would be completed prior to Council providing direction for appropriate courses of action for each building. However, he said, when detailed assessments provided notification of critical structural weaknesses or elevated risks to health and safety of users, such as risks arising from unreinforced masonry, and depending on the costs associated with undertaking repair work, it was appropriate to undertake repair work immediately to remove the risks from building users.

Councillors discussed the proposed works regarding the Energy Centre at Founders Heritage Park. In response to questions, Mr Louverdis noted that the critical structural weakness in the Energy Centre needed to be addressed with urgency, and that the building should be closed immediately until remedial works were undertaken. He said that officers were working with groups that had events booked into the Energy Centre to arrange alternative venues. He added that, once the building was strengthened to 34% NBS, it could be used again for events and any further work to strengthen the building to 67% NBS could be scheduled around any further bookings.

Councillor Davy, seconded by Councillor Lawrey moved

*THAT the report Council Owned Earthquake Prone Buildings - Earthquake Assessment Update A1206206 and its attachments (A573820, A573853 and A573921) be received;*

*AND THAT it be noted that work will continue in 2014/15 to complete all detailed seismic assessments for those buildings with Initial Seismic Assessments (ISAs) less than 34% New Building Standard (NBS);*

*AND THAT it be noted that a further report will be presented once all detailed assessments and costs of strengthening works for all Council owned buildings (with ISA's less than 34% NBS) have been completed, with the emphasis on a standardised approach on how to proceed with all Council building assets going forward;*

*AND THAT it be noted that strengthening works are underway on key building assets;*

*AND THAT the Committee confirm that the Energy Centre be closed until remedial works to 34% NBS has been undertaken;*

*AND THAT it be noted that seismic strengthening works are underway at Founders Energy Centre to allow re-opening of the Centre staged as follows:*

- Stage 1 - Strengthening to 34%NBS to address critical structural weaknesses by October 2014 to accommodate the Arts Festival at an estimated cost of \$90,000;*
- Stage 2 - Strengthening to 67%NBS to follow, with completion this financial year, at an additional estimated cost of \$60,000.*

AND THAT it be noted that seismic strengthening works are underway at Founders Bakery to an estimated total cost of \$45,000;

AND THAT the above strengthening works be funded from provision in the current 2014/15 financial year.

Her Worship the Mayor, seconded by Councillor Noonan moved an amendment

THAT the report Council Owned Earthquake Prone Buildings - Earthquake Assessment Update A1206206 and its attachments (A573820, A573853 and A573921) be received;

AND THAT it be noted that work will continue in 2014/15 to complete all detailed seismic assessments for those buildings with Initial Seismic Assessments (ISAs) less than 34% New Building Standard (NBS);

AND THAT it be noted that a further reports will be presented as detailed assessments and costs of strengthening works for Council owned buildings (with ISA's less than 34% NBS) have been completed;

AND THAT the Committee confirm that the Energy Centre be closed until remedial works to 34% NBS has been undertaken;

AND THAT it be noted that seismic strengthening works are underway at Founders Energy Centre to allow re-opening of the Centre staged as follows:

- Stage 1 - Strengthening to 34%NBS to address critical structural weaknesses by October 2014 to accommodate the Arts Festival at an estimated cost of \$90,000;
- Stage 2 - Strengthening to 67%NBS to follow, at an additional estimated cost of \$60,000.

AND THAT it be noted that seismic strengthening works are underway at Founders Bakery to an estimated total cost of \$45,000;

AND THAT the above strengthening works be funded from provision in the current 2014/15 financial year.

There was a discussion regarding whether the Energy Centre should be strengthened to 67% NBS, and if so, in what timeframe this work should be completed.

In response to a question, the Chief Executive reminded the committee that undertaking work to address the critical structural weakness would not necessarily discharge Council's health and safety obligations, which required Council to take all reasonable and practical steps to address the risks to users posed by the building. She said that, ideally, the Energy Centre should be strengthened to 67% NBS immediately, but that this would cause significant disruption with regards to the availability of venues in Nelson. She encouraged the committee to consider specifying a timeframe within which work to achieve 67% NBS would be achieved.

Attendance: Councillor Acland returned to the meeting at 10.28am.

The amendment was put and carried, and became the substantive motion.

Resolved

**THAT the report Council Owned Earthquake Prone Buildings - Earthquake Assessment Update A1206206 and its attachments (A573820, A573853 and A573921) be received;**

**AND THAT it be noted that work will continue in 2014/15 to complete all detailed seismic assessments for those buildings with Initial Seismic Assessments (ISAs) less than 34% New Building Standard (NBS);**

**AND THAT it be noted that further reports will be presented as detailed assessments and costs of strengthening works for Council owned buildings (with ISA's less than 34% NBS) have been completed;**

**AND THAT the Committee confirm that the Energy Centre be closed until remedial works to 34% NBS has been undertaken;**

**AND THAT it be noted that seismic strengthening works are underway at Founders Energy Centre to allow re-opening of the Centre staged as follows:**

- **Stage 1 – Strengthening to 34%NBS to address critical structural weaknesses by October 2014 to accommodate the Arts Festival at an estimated cost of \$90,000;**
- **Stage 2 – Strengthening to 67%NBS to follow, at an additional estimated cost of \$60,000.**

**AND THAT it be noted that seismic strengthening works are underway at Founders Bakery to an estimated total cost of \$45,000;**

**AND THAT the above strengthening works be funded from provision in the current 2014/15 financial year.**

Davy/Lawrey

Carried

Attendance: The meeting adjourned for morning tea from 10.33am to 10.49am.

## **TRANSPORT AND ROADING**

### **9. Proposed Submission on the Draft Government Policy Statement on Land Transport 2015/16 – 2024/25**

Document number A1217533, agenda pages 30-79 refer.

Senior Asset Engineer Transport and Roading, Rhys Palmer, joined the meeting and presented the report. He explained that the draft Government Policy Statement (GPS) set out central Government's priorities with respect to transport investment.

There was a discussion regarding the content of the draft GPS. In response to questions, Mr Palmer explained that whether increased intensification led to greater or reduced demands on roads depended on a variety of factors. He said that active transport investment levels in the draft GPS were higher than those in the 2012 GPS, but that nationally the allocated spend for active transport in the 2012 GPS had not been met.

There was discussion regarding freight transport forecasts and the importance of freight movement to the Nelson region. In response to questions, Mr Palmer noted that freight tonnage was likely to increase, and for the Nelson region this was likely to result in greater numbers of freight vehicles.

There was a further discussion regarding public transport, during which it was noted that fare box recovery in Nelson was much higher than in

other regions. A suggestion was made that NZTA should provide a greater contribution towards public transport in Nelson, in order to reduce the cost of fares.

Following discussion, the committee agreed that the following amendments be made to the draft submission:

- Add to sentence 1 of paragraph 1 "*and supports on-going investment in existing and new State Highways*";
- Remove from paragraph 2 "*but are likely to be less of a national priority than those posed by the main centres*";
- In paragraph 5 substituting the words "*very high fare box recovery*" instead of "*excellent fare box recovery*";
- Include an additional paragraph 6 "*Council support's the government's increased funding for active modes of transport*"

Resolved

***THAT the report Proposed Submission on the Draft Government Policy Statement on Land Transport 2015/16-2024/25 (A1217533), and its attachments (A1217420 and A1219303) be received;***

***AND THAT a submission be made;***

***AND THAT any minor amendments to the submission (A1217420) be delegated to the Chair and Deputy Chair of the Works and Infrastructure Committee;***

***AND THAT the amended submission be forwarded to the Minister for Transport.***

Her Worship the Mayor/Barker

Carried

## **10. Nbus Electronic Ticketing System**

Document number A1216077, agenda pages 80-85 refer.

Manager Operations, Shane Davies, joined the meeting and presented the report. In response to questions, he clarified that the upgrade should allow for software upgrades to be easily incorporated, although it was unclear at this stage of the project whether the proposed system would be compatible with other systems throughout the country.

In response to further questions, Mr Davies explained the likely levels of NZTA subsidies for the project.

Resolved

**THAT the report Nbus Electronic Ticketing System (A1216077) be received;**

**AND THAT the request for funding be approved to secure Nelson City Council's involvement in the joint procurement proposal, for the 2014/15 financial year, from existing budgets;**

**AND THAT the future funding required for the 2015/16 and 2016/17 financial years be included in the Long Term Plan.**

Her Worship the Mayor/Davy

Carried

## **11. Trial Closure of Beatson Road**

Document number A1212415, agenda pages 86-90 refer.

Manager Operations, Shane Davies, presented the report. In response to a question, Mr Davies explained the perceived issue that the use of Beatson Road created delays on Waimea Road, and noted that a trial closure should identify whether the issue existed.

There was a discussion regarding whether the trial closure of Beatson Road was a property for Council at this time.

Following discussion, Her Worship the Mayor, seconded by Councillor Acland, moved a motion

**THAT the report Trial Closure of Beatson Road (A1212415) and its attachment (A1213688) be received;**

**AND THAT the trial closure of Beatson Road not proceed at this time.**

The motion was put and lost.

## **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:**

<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>	<p><b>Regional Landfill Proposal - Update</b></p> <p>This report contains information relating to negotiations with Tasman District Council regarding the proposed joint regional landfill, and includes a recommendation that all relevant non-commercial information be released to the public.</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)(h) To carry out commercial activities</li> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
<b>2</b>	<p><b>Works and Infrastructure Committee Minutes – Public Excluded – 12 June 2014</b></p> <p>These minutes confirm the minutes of 1 May 2014 and also contain information regarding negotiations with respect to the disposal of property in Washington Valley.</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>
<b>3</b>	<p><b>Public Excluded Status Report – Works and Infrastructure 24 July 2014</b></p> <p>This report contains information regarding Washington Valley Property Disposal.</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>

Davy/Acland

Carried

Works and Infrastructure Committee  
24 July 2014

The meeting went into public excluded session at 11.55am and resumed in public session at 2.15pm.

### 13. Re-admittance of the Public

Resolved

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

Davy/Her Worship the Mayor

Carried

### 14. Regional Landfill Proposal – Update

Document number A1217165, late item refers

Councillors discussed the draft Statement of Proposal for the regional landfill proposal.

The committee considered the document page by page, and the following changes were agreed:

- Page 1; deletion of the second sentence of the footnote;
- Paragraph 2.5; substitute the word "*published*" instead of "*applicable*"
- Paragraph 2.9; delete the word "Any"
- Add an additional paragraph 2.12; "*This proposal does not presuppose who will fund the next landfill. However, Deloitte's modelling showed whether it was jointly funded, Nelson City or Tasman District Council funded, in all scenarios, the joint landfill proposal was beneficial financially for Nelson City Council (refer Deloitte report).*"
- Table within section 4; remove all headings from the left-hand column aside from "*benefits and costs*"
- Table within section 4, second row; replace wording in left box with "*Operating costs reduce to the two councils to allow surpluses to be returned*" and wording in the right box with "*Based on current projections, charges may need to increase to cover costs*"
- Table within section 4, third row; replace wording in right box with "*no change*"
- Table within section 4, fourth row; replace wording in left box with "*Realise the economic value of the York Valley landfill by filling it within the current consent timeframe*" and wording within

left box with "The ability to realise the economic value of the York Valley landfill within the current consent timeframe is uncertain"

- Paragraph 4.7; re-word to read "The next generation landfill will be the subject of a comprehensive study, in the next decade".

The committee indicated that, due to the importance of the matter, it was preferable to refer the hearing of submissions, deliberations and decision-making on this matter to full Council.

The committee further emphasised the importance of ensuring that the benefits of the proposal to Nelson City Council, as set out in the Deloitte report, were clearly communicated to the public in a manner that could be easily understood.

Resolved

**THAT a Special Consultative Procedure commences;**

**AND THAT the Summary of Proposal (A1217165), Public Notice Statement of Proposal (A1217167) and Special Consultative Procedure (A1216078) for a Regional Landfill be approved subject to any amendments agreed to by the Mayor, the Chair of the Works and Infrastructure Committee and the Chief Executive;**

**AND THAT the Works and Infrastructure Committee refer the hearing of submissions, deliberations and decision-making on the matter to full Council;**

**AND THAT the proposal be released for public consultation in accordance with section 83 of the Local Government Act 2002 on 25 July 2014 or as soon as practicable;**

**AND THAT the submission period for the Regional Landfill Proposal closes on 25 August 2014 (or one month following the actual public notification date) in accordance with section 83 of the Local Government Act 2002.**

Davy/Skinner

Carried

## 15. Exclusion of the Public

The Chairperson explained that items two and three of the public excluded agenda (public excluded minutes of 12 June 2014, and Status Report) had not been considered during the previous public excluded

session, and accordingly the meeting would move back into public excluded session to consider these items.

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>Works and Infrastructure Committee Minutes – Public Excluded – 12 June 2014</b></p> <p>These minutes confirm the minutes of 1 May 2014 and also contain information regarding negotiations with respect to the disposal of property in Washington Valley.</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>Public Excluded Status Report – Works and Infrastructure 24 July 2014</b></p> <p>This report contains information regarding Washington Valley Property Disposal.</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>

Davy/Barker

Carried

The meeting went into public excluded session at 2.52pm and resumed in public session at 2.54pm.

Works and Infrastructure Committee  
24 July 2014

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

Resolved

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

Barker/Lawrey

Carried

There being no further business the meeting ended at 2.55pm.

Confirmed as a correct record of proceedings:

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

Unconfirmed

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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 31 July 2014, commencing at 9.01am

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- Present: Councillors B McGurk (Chairperson), I Barker, R Copeland, E Davy, K Fulton, M Lawrey, G Noonan, Glenice Payne, and M Ward
- In Attendance: Group Manager Strategy and Environment (C Barton), Chief Executive (C Hadley), Group Manager Community Services (C Ward), Senior Strategic Adviser (N McDonald), Kaihautu (G Mullen), Manager Administration (P Langley) and Administration Adviser (L Laird)
- Apology: Her Worship the Mayor (R Reese), and P Matheson (Deputy Mayor) for lateness

### 1. Apologies

Resolved

***THAT apologies be received and accepted from Her Worship the Mayor R Reese and Councillor P Matheson for lateness.***

McGurk/Davy

Carried

### 2. Interests

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

### 3. Confirmation of Order of Business

The Chairperson advised that a document would be tabled during the Chairperson's report that provided minor amendments to the recommendation.

The Chairperson introduced the Group Manager Strategy and Environment, Clare Barton, and the external appointee to the Committee, Glenice Paine.

Attendance: Councillor Fulton joined the meeting at 9.05am.

#### 4. Public Forum

There was no Public Forum.

#### 5. Confirmation of Minutes

##### 5.1 19 June 2014

Document number A1209551, agenda pages 6-13 refer.

Resolved

***THAT the minutes of a meeting of the Nelson City Council – Planning and Regulatory Committee, held on 19 June 2014, be confirmed as a true and correct record.***

McGurk/Lawrey

Carried

##### 5.2 19 June 2014 – to continue deliberations on submissions to the draft Reserves Bylaw

Document number A1209677, agenda pages 14-16 refer.

Resolved

***THAT the minutes of a meeting of the Nelson City Council – Planning and Regulatory Committee to continue deliberations on submissions to the draft Reserves Bylaw, held on 19 June 2014, be confirmed as a true and correct record.***

McGurk/Lawrey

Carried

##### 5.3 26 June 2014 – Extraordinary meeting

Document number A1210639, agenda pages 17-18 refer.

Resolved

***THAT the minutes of a meeting of the Nelson City Council – Planning and Regulatory Committee, held on 26 June 2014, be confirmed as a true and correct record.***

McGurk/Ward

Carried

## 6. Status Report – Planning and Regulatory Committee 31 July 2014

Document number A1155974, agenda pages 19-20 refer.

There was a discussion about what goes on a status report and an officer advised that the status report lists items that otherwise have no method of being reported back to the Committee or Council, for example no officer report was called.

Officers further advised that there was an internal tracking system used to keep track of reports requested during Council meetings.

Resolved

***THAT the Status Report – Planning and Regulatory Committee, held on 26 June 2014, be received.***

Davy/Ward

Carried

## 7. Chairperson's Report

Document number A1224747, agenda pages 21-25 refer.

An updated copy of the officer report was tabled (A1224747), which outlined proposed changes to the officer recommendation.

Environmental Programmes Officer, Jo Martin, joined the meeting and explained that Council was required to comply with environmental standards. She added that to comply with these standards, Council must be able to identify any piece of land where hazardous activities may have taken place.

In response to questions, Ms Martin said there would be testing in November 2014 to see if this approach was working.

Resolved

***THAT the Planning and Regulatory Committee Chairperson's Report (A1224747) and its attachments be received.***

Davy/Ward

Carried

Resolved

***THAT the Committee notes the update with the Maitai River Restoration Project;***

***AND THAT the Committee notes the Council's obligations to comply with National Environmental Standard for Assessing and***



***Managing Contaminants in Soil to Protect Human Health;***

***AND THAT the Committee notes that the Council is required to make available the information it holds about those sites within Nelson City that were, or are, used for those activities listed on the Hazardous Activities and Industries List (HAIL);***

***AND THAT the Committee notes the Council's actions to comply with Section 44A of the Local Government Official Information and Meetings Act 1987 by including information related to HAIL activities in Land Information Memorandum for those properties listed as HAIL sites.***

Fulton/McGurk

Carried

**8. Regulatory Report for 1 April to 30 June 2014**

Document number A1190601, agenda pages 26-41 refer.

Manager Consents and Compliance, Mandy Bishop, and Manager Building, Martin Brown, joined the meeting and presented the report.

Mr Brown said the report indicated similar trends to the same time in 2013, yet in 2013 officers had experienced an increase in numbers due to 2013 flood event. Mr Brown said the Building Consent Authority was undertaking processing of consents electronically, yet stated that this did not include electronic lodging of consents for customers at this stage.

Attendance: Councillors Matheson joined the meeting at 9.31am.

The Group Manager, Clare Barton, said the Regulatory Report would be undergoing some changes to include more of a picture about the issues that were arising. Some councillors responded as to what information they considered helpful in the report, which included:

- information about the housing stock and housing needs in Nelson,
- a three year analysis of consent numbers highlighting increases relating to flood events.

In response to a question about parking reminder notices, Ms Bishop said it was too early to gather statistics about the programme, however further information would be reported back when it was available.

In response to a further question, Ms Bishop said in response to the changes in the resource consenting processes due to treaty settlements, Council now has separate contracts with all Iwi to review resource consents.

Resolved

***THAT the Regulatory Report for 1 April to 30 June 2014 (A1190601) be received.***

Davy/Fulton

Carried

## **9. Sugar Sweetened Beverages Policy**

Document number A1216217, agenda pages 42-53 refer.

Policy Adviser, Susan Moore-Lavo, and Senior Strategic Adviser Nicky McDonald joined the meeting and presented the report.

In response to questions, Ms Moore-Lavo confirmed that there was an internal policy that sugar sweetened beverages would not be sold in Council-owned buildings and places of work. She added that this approach would be encouraged to other groups as a means of role-modelling desired behaviours.

Councillors were generally supportive of Council's role as a leader and role model in this area, and acknowledged that this was an area where the Council could encourage the community to make healthier choices. Councillors were also supportive of working alongside groups to deliver this approach rather than enforcing a firm directive. Some councillors expressed a preference for this approach to be communicated to schools for their support.

In response to questions, Ms McDonald said officers would continue to monitor leases and events run by the Council and would continue to talk with vendors about healthier beverage choices.

Resolved

***THAT the report Sugar Sweetened Beverages (A1216217) and its attachments (A621114 and A1218790) be received. McGurk/Fulton***

Recommendation to Council

***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/Davy

Carried

There being no further business the meeting ended at 9.58am.

Confirmed as a correct record of proceedings:

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

unconfirmed

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## Minutes of a meeting of the Nelson Regional Transport Committee

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

On Friday 1 August 2014, commencing at 1.00pm

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Present: Councillor E Davy (Chairperson), Councillors R Copeland and B McGurk, and L Hammond (NZTA)

In Attendance: P Hookham and Kate Styles (NZTA), Group Manager Infrastructure (A Louverdis), Senior Asset Engineer – Transport and Roading (R Palmer), Group Manager Strategy and Environment (C Barton), Contractor – Strategy and Planning (C Pawson), and Administration Adviser (G Brown)

Apology: Her Worship the Mayor R Reese

### 1. Apology

Resolved

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

Davy/McGurk

Carried

### 2. Confirmation of Order of Business

There was no change to the order of business.

### 3. Interests

There were no updates to the Interests Register, and no interests were declared in relation to any agenda items.

### 4. Confirmation of Minutes – 6 June 2014

Document number A1206257, agenda pages 6-12 refer.

Resolved

***THAT the minutes of the meeting of the Nelson City Council – Regional Transport Committee,***

**held on 6 June 2014, be confirmed as a true and correct record.**

Davy/McGurk

Carried

## **5. Chairperson's Report**

Document number A1222316, agenda pages 13-14 refer.

It was discussed that Councillor McGurk would not be able to attend the additional Regional Transport Committee (RTC) meeting proposed for 12 September 2014.

Councillor Davy, seconded by Councillor McGurk moved

Resolved

**THAT the Chairpersons Report (A1222316) be received;**

**AND THAT the Committee recognises Jenny Chetwynd's service to the Regional Transport Committee and notes Lyndon Hammond as a replacement until further notice;**

**AND THAT an additional Regional Transport Committee meeting be scheduled for a date in mid September 2014.**

Davy/McGurk

Carried

## **6. New Zealand Transport Agency(NZTA) Regional Report**

Document number A1222262, agenda pages 15-19 refer.

Regional Manager, NZTA Lyndon Hammond summarised the main points raised in the NZTA Regional Report.

In response to a question, Senior Asset Engineer, Rhys Palmer informed the Committee that Nelson City Council (NCC) would be making a submission on the Draft Government Policy Statement in accordance with the recent Works and Infrastructure Committee report (A1217533).

Mr Hammond discussed the safety issues in relation to truck rollovers. He advised that NZTA conducted a workshop in Christchurch in relation to raising awareness on this issue. It was suggested a workshop to be in Nelson could be arranged.

In response to a question, Mr Hammond advised that the 50MAX High Productivity Motor Vehicle (HPMV) when utilised would have less impact on the network, and that there are currently online mapping tools available to help identify these routes. Mr Palmer clarified that

Nelson has adopted 50MAX HRMV city wide with exclusions which included bridges in the Maitai Valley. Mr Hammond also advised that 50MAX HPMV allowed the opportunity to carry additional weight by the addition of an extra axle which spreads the load and therefore allows a greater weight to be carried without extra damage to the pavement structure.

Mr Hammond informed the Committee that the central Government had announced an additional funding package for bridge replacements in Marlborough and for the investigation and design of the Southern Link in Nelson.

Councillors raised concerns about the cycle crossing near the junction on SH6 at Quarantine Road. Mr Palmer told the Committee that he had seen draft plans that indicated the existing crossing would remain but be increased in size to better accommodate cyclists.

In response to a question, Mr Hammond advised that investigation, design and consenting of the Southern Link would be conducted over the next 3 – 5 years, and that this work programme was only announced a number of weeks ago. It was discussed that this would be a NZTA lead project but would require NCC support.

## **7. Top of the South Technical Officers Group – Terms of Reference**

Document number A1221247, agenda pages 20-24 refer.

Mr Palmer discussed the Terms of Reference (TOR) from the Technical Officers Group. He advised that the key points from the TOR was to enable strategic direction in the delivery of transport projects from the top of the south region. He advised that this approach enabled opportunities for collaboration and officer support. Mr Palmer tabled the signed TOR (A1228956).

In response to a question, Group Manager Infrastructure, Alec Louverdis informed the Committee that himself, Mr Palmer, NZTA, NCC, Tasman District Council (TDC) and Marlborough District Council (MDC) all attend the officers group and its primary focus was to discuss transport issues which would then be brought to the Works and Infrastructure Committee.

Resolved

***THAT the report Top of the South Technical Officers Group – Terms of Reference (A1221247) and its attachments (A1179060) be received.***

Davy/McGurk

Carried

## 8. Regional Land Transport Plan 2015-18

Document number A122058, agenda pages 25-31 refer.

Mr Palmer tabled a document (A1228946). He said that Sections A through to G would be the strategic 'front end' of the Regional Land Transport Plan (RLTP) and describe the strategic thinking. He advised that NZTA were encouraging NCC to have joined up thinking as it would give the region a more collective voice and opportunity to receive maximum investment.

NZTA Planning and Investment Manager, Peter Hookham advised that it had been discussed at TDC's RTC that to ensure all Committee's had fair input to the process it was agreed to participate in a joint RTC to look at the strategic 'front end' of the RLTP. He advised that the joint RTC would be facilitated by an independent Chair who would be provided by NZTA.

It was discussed that SH6 required an upgrade as Nelson was the second highest growth area behind Auckland.

In response to a question, Mr Palmer said that the Public Transport Plan had not yet been developed, but that this would be developed in parallel with the RLTP.

In response to a further question, Mr Palmer clarified that the RLTP was the key vehicle for documenting what was going to happen with funding from the National Land Transport fund, and that the Southern Link investigation was included due to the need to document all significant transport projects from other funds. Mr Hookham informed the Committee that the Southern Link funding would come from the Future Investment Fund, and that any projects over \$5million were classed as significant.

Mr Palmer tabled a document (A1228159) and discussed the proposed programme for community engagement. It was suggested that the special consultative process be brought forward to November/December, and that the hearing and deliberations be heard by Council rather than the Committee, due to time constraints.

Resolved

***THAT the report Regional Land Transport Plan 2015-18 (A1222058) be received.***

Davy/McGurk

Carried

Recommendation to Council

***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/McGurk

Carried

**9. Waimea Road/The Ridgeway Intersection Improvements**

Document number A1213609, agenda pages 32-38 refer.

Mr Palmer provided background to the report and the safety issues at this intersection. He advised that the investigation was complete and the options of a roundabout or a set of signals imposed significant delays to traffic on Waimea Road. He stated that an alternative option under the safe systems approach would be to consider lowering the speed limit to mitigate the potential for crashes without increasing the peak travel time delay to Waimea Road traffic.

Concerns were raised regarding the bridge near Beatson Road roundabout as the underpass did not meet current design standards, and that this was a major link for pedestrians and cyclists. Mr Palmer informed the Committee that an upgrade was considered with the Waimea Road cycleway but it was expensive at \$300-\$400K and still would not have met design standards.

It was discussed that the Marsden and Ngawhatu Valley developments would increase the use of this intersection along with the eastern suburbs of Richmond.

Councillor Davy, seconded by Councillor McGurk moved

Resolved

***THAT the report "Waimea Road/The Ridgeway Intersection Improvements" (A1213609) be received;***

***AND THAT existing funding be used for future possible options.***

Davy/McGurk

Carried

**10. Regional Land Transport Programme 2012-2015**

Document number A1223552, agenda pages 39-41 refer.

Mr Palmer informed members that the Regional Land Transport Strategy (RLTS) required that the Committee view all status updates which were primarily focussed on the R Fund spend, however not all projects were funded for the RLTP.

In response to a question, Mr Hookham advised that projects were nationally prioritised and that the 'Does not qualify' status projects



had lower profiles and the benefits for these projects would be extremely low.

Resolved

***THAT the report Regional Land Transport Programme Status Update (A1223552) and its attachment (A1191076) be received.***

McGurk/Copeland

Carried

## **11. Cable Bay Road Upgrade**

Document number A1223605, agenda pages 42-44 refer.

Mr Palmer provided background to this report and how Cable Bay Road had an insufficient width and shoulder support, and this was why it had deteriorated rapidly. He proposed that NZTA fund this upgrade through the RLTP.

In response to a question, Mr Palmer confirmed that it was a 100kph road and that no discussions had taken place with the residents about raising the speed limit back to 100kph at this stage. Mr Palmer also clarified that no comments had not been received from local users through the annual plan process.

Resolved

***THAT the report Cable Bay Road Upgrade (A1223605) be received;***

***AND THAT the upgrade to the first 900m of Cable Bay Road be included in the Regional Land Transport Programme.***

Davy/McGurk

Carried

There being no further business the meeting ended at 2.28pm.

Confirmed as a correct record of proceedings:

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

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

**Held in the Atawhai Community Church, 5 Todd Bush Road,  
Todds Valley, Nelson**

**On Thursday 7 August 2014, commencing at 9.03am**

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

In Attendance: Councillors I Barker, K Fulton and B McGurk, Chief Executive (C Hadley), Group Manager Community Services (C Ward), Group Manager Infrastructure (A Louverdis), Senior Strategic Adviser (N McDonald), Property and Facilities Asset Manager (M Homan), Parks and Facilities Asset Planner (A Petheram), Administration Adviser (E-J Ruthven), and Youth Councillors (P Gerard and J Liang)

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

**1. Apologies**

Resolved

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

Lawrey/Ward

Carried

**2. Interests**

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

**3. Confirmation of Order of Business**

There was no change to the order of business.

**4. Public Forum**

**4.1 Waahi Taakaro Golf Course**

Angus McNeill spoke about the Waahi Taakaro Golf Course, and tabled a document (A1229218). He explained that the figures in paragraph

two of the document should be altered, from 0.65% to 0.9%, and from 17.7% to 24.6%.

In response to questions, he explained that he was not a member of the golf club, but thought that it was an excellent resource that was currently under-utilised. He said that, even though the golf course did not represent a large rates burden, better promotion of the facility would lead to better utilisation and a lower proportion of rates required to maintain it.

## 5. Confirmation of Minutes – 26 June 2014

Document number A1213275, agenda pages 8-14 refer.

Resolved

***THAT the minutes of a meeting of the Community Services Committee, held on 26 June 2014, be confirmed as a true and correct record.***

Noonan/Ward

Carried

## 6. Status Report – Community Services Committee 7 August 2014

Document number A1157454, agenda page 15 refers.

In response to a question, Group Manager Community Services, Chris Ward, explained that the ongoing work related to setting priorities for Council's biodiversity work programme.

Resolved

***THAT the Status Report – Community Services Committee 7 August 2014 (A1157454) be received.***

Ward/Lawrey

Carried

Attendance: Councillor Copeland joined the meeting at 9.10am.

## 7. Chairperson's Report

The Chairperson spoke about the Nelson Marine Berth Holders Association meeting that he had attended, and explained that the association had reiterated a number of points expressed in its Annual Plan submission.

He said that issues included lifting the number of liveaboard berths per pontoon, and providing recycling and additional car parking facilities. He said that further work in these areas may be required.

## RECREATION AND LEISURE

### 8. Burrell Park – Nelson Pacific Island Cultural Centre Building

Document number A1222385, agenda pages 16-20 refer.

Property and Facilities Asset Manager, Michael Homan, presented the report.

In response to questions, he explained that the building was currently being utilised for storage, rather than for afternoon study programmes, and that the lease would provide extra space for the Tahunanui Community Centre, which had indicated it required in order to expand the programmes it was offering.

In response to further questions, he said that a detailed building assessment would be required prior to any consideration being given to purchasing the building, and he indicated that substantial upgrades to the building may be required in the future.

Attendance: The meeting adjourned from 9.23am to 9.26am.

Resolved

***THAT the report (A1222385) and its attachment (A1223569) be received.***

Lawrey/Noonan

Carried

Recommendation to Council

***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.***

Noonan/Skinner

Carried

## 9. Parks and Reserves Asset Management Plan 2015-25

Document number A1215454, agenda pages 21-23 refer.

Parks and Facilities Asset Planner, Andrew Petheram, presented the report.

He explained a number of minor editorial changes to be made to the document, including ensuring consistency of numbering, and finalising the data within graphs.

Resolved

***THAT the report Parks and Reserves Asset Management Plan 2015-2025 (A1215454) and its attachment (A271320) be received.***

Rainey/Noonan

Carried

Councillors discussed the draft Asset Management Plan.

In response to questions, Mr Petheram explained that the current Maitai Camp lease ran until 2021, and he outlined the current levels of permanent occupation at the Tahuna Beach Camp. Following discussion regarding the indicative 'historical' erosion line at the Tahuna Beach Camp, it was agreed that a reference date for the erosion line be inserted into the Plan.

There was a discussion regarding the Trafalgar Park Plan, and Mr Petheram explained that Council decisions subsequent to the public consultation held for the Plan had resulted in indicative lines on the plan for a potential extension of the Founders Railway Line to Hathaway Terrace, and for a proposed public walkway on the river side of Trailways Hotel. He explained that these were indicative proposals only, and that any decision to proceed with these projects would be subject to further public consultation through the relevant Long Term Plan.

In response to further questions, Mr Petheram outlined proposed work to provide for better access to Tahuna Beach for people with mobility impairment.

In response to further questions, Mr Petheram explained that the photos within the Asset Management Plan aimed to reflect the diverse Nelson community, with recreation taking place in a variety of areas at different times of the day.

There was a discussion regarding protected trees. In response to questions, Mr Petheram explained the process by which trees become listed as protected, and the inspection processes undertaken to consider the condition of trees. He further explained tree succession planning to limit the effect of removing large trees.

There was a further discussion regarding single and dual-use tracks, and Mr Petheram explained that further work was being undertaken in this regard outside of the parameters of the Asset Management Plan.

***THAT officers amend the Parks and Reserves Asset Management Plan to incorporate the editorial changes requested by the Committee.***

Copeland/Lawrey

Carried

Recommendation to Council

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

Ward/Noonan

Carried

## **10. Cricket World Cup 2015 Project Update (August 2014)**

Document number A1212473, agenda pages 24-28 refer.

Group Manager Community Services, Chris Ward, presented the report. He explained that good progress was being made with regards to both the venue planning and host city activity planning, and he noted that a project manager for the Nelson venue had now been appointed. He noted that Cricket World Cup was satisfied with Nelson's progress in preparation for the tournament.

In response to questions, he explained that a meeting would shortly be taking place regarding access to the Saxton athletics track through the tournament, and that a further recruitment drive for volunteers would take place shortly.

Resolved

***THAT the report Cricket World Cup 2015 Project Update (A1212473) be received.***

Lawrey/Skinner

Carried

## **ARTS, FESTIVALS AND EVENTS**

### **11. Arts Fund Focus for 2014/15**

Document number A1222176, agenda pages 29-32 refer.

Senior Strategic Adviser, Nicky McDonald, presented the report, and explained the proposal for the Arts Council Nelson to manage the Arts Fund for 2014/15.

She explained the officer recommendation that the nature of art projects supported by the Arts Fund, such as the type of artwork and the venue for installation, be approved by the Community Services Committee, but it was emphasised that selection of the actual artwork would remain with the Arts Selection Panel.

In response to questions, Ms McDonald explained that currently there was no budget allocation within the Arts Fund for artwork components of capital projects. She also confirmed that the Arts Fund was currently limited to physical artworks, and did not include performance art.

There was a discussion regarding match-funding local arts projects. In response to a question, Ms McDonald explained that the focus of the arts fund for 2014/15 was on revitalising the central business district, and that providing large amounts of match-funding for community-based arts projects carried a risk that the fund would be diversified and would not make an impact on the central business district. Following discussion, it was agreed that the contract with the Arts Council Nelson should not include a cap on the amount of the fund that could be used for match funding projects.

Resolved

**THAT the report Arts Fund Focus for 2014/15 (A1222176) be received.**

Lawrey/Copeland

Carried

Recommendation to Council

**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.**

Lawrey/Copeland

Carried

## REPORTS FROM COMMITTEES

### 12. Nelson Youth Council – 12 June 2014

Document number A1204436, agenda pages 33-38 refer.

Youth Council representatives Patrick Gerard and Jackie Liang outlined recent activities by the Nelson Youth Council, including tree planting at Tahunanui, the Trustpower Community Awards, coordinating Heritage Week articles for Heritage Week 2015, attending a recent Youth Council conference, and working with the YMCA to plan events for Nelson youth.

They also explained that at a recent Youth Council meeting, Youth Councillors had discussed the winter free-parking initiative and had unanimously disagreed with the initiative. They said that, although the initiative might encourage consumers to shop locally, there were a number of shortcomings with the initiative. They said that it would be preferable to focus on an inner city with less traffic, and noted that the decrease in revenue from parking would still need to be rates-funded.

They noted further that the Youth Council would be supportive of barrier-arm solutions on the parking squares in the city.

Resolved

***THAT the minutes of a meeting of the Nelson Youth Council, held on 12 June 2014, be received.***

Ward/Noonan

Carried

Attendance: The meeting adjourned for morning tea from 10.51am to 11.07am.

### 13. 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>Community Services Committee – Public Excluded – 26 June 2014</b></p> <p>These minutes confirm the minutes of 26 June 2014 and also contain information regarding:</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>
	<p>Land Purchase – Grampians Extension, Hayik Report</p>		<ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
	<p>ProKart Lease – Tahunanui Recreation Reserve Report</p>		<ul style="list-style-type: none"> <li>• Section 7(2)(h) To carry out commercial activities</li> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
2	<p><b>Public Excluded Status Report – Community Services – 7 August 2014</b></p> <p>This report contains information regarding:</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>
	<p>Brook Waimarama Sanctuary Lease</p>		<ul style="list-style-type: none"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>

Noonan/Ward

Carried

The meeting went into public excluded session at 11.07am and resumed in public session at 11.11am.

During the public excluded part of the meeting, the Committee confirmed the public excluded minutes of 26 June 2014, and received the public excluded status report for 7 August 2014.

**14. Public Excluded Confirmation of Minutes – 26 June 2014**

Resolved

***THAT the minutes of the part of a meeting of the Nelson City Council – Community Services Committee, held with the public excluded on 26 June 2014, be confirmed as a true and correct record.***

Noonan/Ward

Carried

**15. Public Excluded Status Report – Community Services Committee 7 August 2014**

Resolved

***THAT the public excluded Status Report – Community Services Committee 7 August 2014 (A1150333) be received.***

Noonan/Ward

Carried

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

Resolved

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

Rainey/Ward

Carried

There being no further business the meeting ended at 11.12am.

Confirmed as a correct record of proceedings:

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

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## Minutes of a meeting of the Governance Committee

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

**On Thursday 14 August 2014, commencing at 9.04am**

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Present: Councillor I Barker (Chairperson), Her Worship the Mayor R Reese, Councillors L Acland (Deputy Chairperson), E Davy, K Fulton, B McGurk, G Noonan, and P Rainey, and Mr J Peters and Mr J Murray

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

Apology: Councillor P Matheson

### 1. Apologies

Resolved

***THAT an apology be received and accepted  
from Councillor Matheson.***

Noonan/Davy

Carried

### 2. Confirmation of Order of Business

The Chairperson advised that the public forum presentation identified on the agenda had been postponed to the following meeting.

There was agreement that item 8 on the agenda be considered before item 7.

There was no further change to the order of business.

### 3. Interests

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

**4. Public Forum**

4.1 There was no public forum.

**5. Confirmation of Minutes – 3 July 2014**

Document number A1214808, agenda pages 7-11 refer.

Resolved

***THAT the minutes of a meeting of the Nelson City Council – Governance Committee, held on 3 July 2014, be confirmed as a true and correct record.***

McGurk/Noonan

Carried

**6. Status Report – Governance 14 August 2014**

Document number A1160658, agenda page 12 refer.

Resolved

***THAT the Status Report – Governance 14 August 2014 (A1160658) be received.***

Davy/Acland

Carried

**7. Chairperson's Report**

The Chairperson spoke about the 100<sup>th</sup> anniversary of World War One (WW1). He said that on Saturday 16th August 2014, Her Worship the Mayor would be attending an event at the Haven Road wharf and would be reading a speech from 100 years ago.

He informed the Committee that the Nelson Provincial Museum also had a WW1 exhibition commencing on Saturday 16<sup>th</sup> August.

He discussed that at the Governance Committee meeting on 6 November 2014 he anticipated feedback in relation to the parking charge removal and its effects on commercial and retail trade in Nelson.

**FINANCE**

**8. Bad Debt Write-Off Year Ending 30 June 2014**

Document number A1209224, agenda pages 31-32 refers.

The Chairperson advised that the bad debt write-off was a procedural matter.

In response to a question, Group Manager Corporate Services, Nikki Harrison explained that the debt was not classed as a 'bad debt' until June 2014 when Everyman Records Limited went into liquidation and that until this point payments were being received.

In response to further questions, Ms Harrison said that the legal obligation for the debtor to pay the debt remained, and that Council filed a claim within the first week with the liquidator. She advised that it was prudent financial management to write the debt off, and that this was a conservative accounting approach.

Ms Harrison advised that Council were an unsecured creditor, along with other companies. She said that the initial report from the liquidator illustrating assets and liabilities indicated that there would be no assets to recover, therefore further payments were unlikely.

There was general agreement that an additional report should be brought to the Governance Committee explaining why the bad debt had occurred and what mechanism had been decided to prevent this happening in the future.

Attendance: The meeting adjourned from 9.28am to 9.30am.

Resolved

***THAT the report Bad Debt write-off year ending 30 June 2014 (A1209224) be received;***

***AND THAT the balance of \$230,875 plus GST owing by Everyman Records Limited be written off as at 30 June 2014.***

Acland/Murray

Carried

Councillor Davy moved the following motion, seconded by Councillor Noonan

***AND THAT the Council direct the Chief Executive to make a formal complaint of theft (by person in special relationship) with the Police in relation to the non-payment of ticket sales of ticket sales by Everyman Records to the Nelson City Council;***

***AND THAT the Chief Executive provides to the Police any documents or information in possession or control of the Nelson City Council to support the formal complaint of theft;***

***AND THAT an outside Auditor is requested to consider the internal activities of the Nelson City Council in relation to the obligations and processes that were in place pertaining to the continued use of***

*Everyman Records after the initial failure to forward the required revenue to the Nelson City Council.*

Attendance: The meeting adjourned from 9.33am to 9.44am.

The motion was discussed and Councillor Davy withdrew the motion.

Resolved

**AND THAT the Chief Executive is directed to report back to this Committee on the review of Council's arrangements with Everyman Records specifically and festival contractors generally;**

**AND THAT the Chief Executive report on the actions taken to recover the Everyman Records debt;**

**AND THAT the Chief Executive report on any changes in Council's policies and procedures to avoid similar situations occurring in the future.**

McGurk/Davy

Carried

## **9. Finance Report for the Period Ending 30 June 2014**

Document number A1223627, agenda pages 13-30 refer.

Ms Harrison advised that Council's Annual Report would be an item on a future Governance Committee meeting agenda, and that Council's year end position was better than projections due to staff expenditure being \$1.7 million under budget.

She explained that the June 2014 rainfall event would be included in the July and August payment and that the contingency budget of \$155,000 would be carried forward to cover this event. She advised that the rainfall event cost \$310,000 in total, therefore the remainder would be met from operating budgets.

In response to a question, Group Manager Infrastructure, Alec Louverdis said that the difference in budgets of \$180,000 to \$310,000, as previously reported to the Committee for the June rainfall event was due to the fact that this had been the best estimate available at the time.

In response to a question, Ms Harrison advised that there was a contingency budget for unforeseen events of \$155,000 each year and that the December 2011 event was being covered through the disaster recovery fund.

She informed the committee that additional funding for the Theatre Royal was made through the Annual Plan process for 2014/15 and that loan repayments would commence in that financial year.

There was discussion regarding the savings from the marina operating expenditure of \$62,000 and Mr Louverdis explained that this was due to a reduction in electricity costs and an unspent budget for dredging which would happen in the 2014/15 financial year.

Ms Harrison clarified that the \$113,000 overspend against projections for solid waste was not in relation to over-expenditure, but in relation to waste minimisation transfers with the offset in incomes.

In response to a question, Ms Harrison advised that the festivals expenditure was greater than expected due to additional costs for next year's festival programme and offsetting revenue.

There was a discussion about the additional \$50,000 capital expenditure required for a new retaining wall in Citrus Lane. In response to a question, Mr Louverdis clarified that the retaining wall was required to protect Council's services by way of an easement which had been damaged in the June rainfall event and that the wall would be on private land. He confirmed that the \$50,000 was an estimate to complete the works and the total cost would be funded by Council.

In response to a question, Ms Harrison explained that the parking revenue did not take into account the loss in revenue from the free parking which was initiated in July.

Ms Harrison clarified that the contract completion dates in attachment 3 were correct apart from the Maitai Walkway which was still ongoing and that the next financial report would include new projects for the new financial year.

Councillors discussed the capital expenditure graph on page 24 in relation to the \$2 million gap between the actual and projected expenditure and acknowledged that Council officers were delivering the capital budget in a timely manner and predominantly on budget, and this was an improvement from previous years.

Resolved

***THAT the Finance Report for the Period ending 30 June 2014 (A1223627) and its attachments (A1223338, A1226654, A1213020, A793514, and A1173746) be received and the variations noted.***

McGurk/Acland

Carried

Recommendation to Council

***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.**

Davy/McGurk

Carried

## **GOVERNANCE**

### **10. Regional Community Outcomes**

Document number A1217368, agenda pages 33-40 refer.

Policy Adviser, Susan Moore-Lavo explained that Council had been approached by Tasman District Council (TDC) to ensure that Nelson's community outcomes could be aligned with TDC's. She advised that Councillors Noonan and Ward were the elected representatives from Nelson City Council.

Ms Moore-Lavo advised that attachment 1 illustrated the community outcomes from the meeting and that there was no real change to these outcomes from 2006, however the outcomes were framed differently.

In response to a question, Ms Moore-Lavo said that the bullet points had been discussed at a workshop earlier in the year.

There was a discussion that the outcomes should be aligned with the draft Long Term Plan and that the bullet points did not include relationships with Maori.

There were concerns raised at how these outcomes were to be measured and that Nelson 2060 needed to be considered as a part of the outcomes.

There was general agreement that a further workshop was required to review the bullet points however the high level outcomes were adequate.



Resolved

***THAT the report Regional Community Outcomes (A1217368) and its attachments (A1218438 and A1204554) be received.***

McGurk/Noonan

Carried

In response to a question, Senior Strategic Adviser, Nicky McDonald advised the Committee that TDC would have the same high level outcomes but would have different bullet point descriptors.

Recommendation to Council

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

Noonan/Davy

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>Governance Committee Minutes – Public Excluded – 3 July 2014</b></p> <p>These minutes confirm the minutes of the Governance Committee of 22 May 2014, and</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>

Governance Committee  
14 August 2014

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
	contains information relating to the Ridgeways Joint Venture Statement of Intent and Half-Yearly Report 2014.		

McGurk/Peters

Carried

The meeting went into public excluded session at 10.35am and resumed in public session at 10.36am.

During the public excluded part of the meeting, the Committee confirmed the public excluded minutes of 3 July 2014.

## 12. Confirmation of Minutes – 3 July 2014

Document number A1214815, agenda pages 3-4 refer.

Resolved

***THAT the minutes of the part of a meeting of the Nelson City Council – Governance Committee, held with the public excluded on 3 July 2014, be confirmed as a true and correct record.***

McGurk/Noonan

Carried

## 13. Re-admittance of the Public

Resolved

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

Acland/Davy

Carried

There being no further business the meeting ended at 10.37am.

Confirmed as a correct record of proceedings:

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