

OPEN

MINUTE ITEM

ATTACHMENTS

**Ordinary meeting of the
Community Services Committee**

**Thursday 13 August 2015
Commencing at 9.00am
Council Chamber**

Civic House

110 Trafalgar Street, Nelson

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1. Purpose

- 1.1. This document provides Terms of Reference for the development of a strategy for the Nelson Marina (Marina).
- 1.2. The purpose of the strategy development is to understand issues relating to the Nelson Marina, and to determine what Nelson City Council (Council) could achieve from the Marina and the best way to deliver it.
- 1.3. The strategy development should seek to understand what Nelson could have in the Marina and surrounding activities, focussing on the marine activities and land based activities of the Marina within a clearly defined area.
- 1.4. The strategy development process should look at how to improve offerings and drive better outcomes for the Marina.
- 1.5. The consultant appointed to develop the strategy will guide the Council in the decision-making process required to realise and progress a Marina Strategy for direction of the management, development and possible ownership of the Marina.
- 1.6. The Marina Strategy will inform Nelson's vision for the future of the Marina.

2. Background

- 2.1. Council recently resolved that there is a need for a Marina Strategy to fully address the issues raised by submitters [to the Long Term Plan 2015-2025], including the appropriateness of the development levy¹.
- 2.2. Council has separately commissioned a review of Council-owned property precincts, to understand how council-owned properties might be inter-connected. That review will consider Council-owned properties including the Marina both separately and inter-connected.
- 2.3. The Marina Strategy development should engage with related reports and information, including:
 - 2.3.1. Akersten Precinct: Strategic Framework Summary Report – Aurecon/Isthmus – 13 October 2009 (ref. Attachment A [A1366902](#)).
 - 2.3.2. Akersten Precinct: Masterplan Review of Implementation Options Nelson City Council – 30 June 2010 (ref. Attachment B [A1366894](#)).
 - 2.3.3. Nelson City Council - Draft Property and Facilities Asset Management Plan 2015-2025 (ref. Attachment C [A1278517](#)).

¹ Council resolution – 20-21 May 2015 - THAT Council will develop a Marina Strategy to fully address the issues raised by submitters, including the appropriateness of the development levy ... AND THAT the marina fees for 2015/16 be increased by the rate of inflation until such time as a Marina Strategy is developed and consulted on ... AND THAT the Marina Strategy be delivered by February 2016.

3. Approach

- 3.1. Council seeks a consultant who will develop and provide a Marina Strategy.
- 3.2. The consultant should refer to the resolution of Council on 20-21 May which specified the need for a Marina Strategy to fully address the issues raised by submitters.¹ The development of the Marina Strategy should therefore consider all Marina-related issues raised by submitters to the Long Term Plan 2015-2025 (ref. Attachment E [A1392814](#)).
- 3.3. The strategy development should adopt a consultative approach considering a range of stakeholders including Marina berth holders, various boating organisations, Nelson Tasman Tourism, watersport clubs, casual ramp users, casual users of Marina activities, recreational users, marine-related business owners, Port Nelson Ltd, harbourmaster and iwi.
- 3.4. The consultant is expected to consult regularly during the strategy development with Council's Chief Executive (CE) to ensure that recommendations are aligned with local knowledge of the Marina.
- 3.5. The consultant should consider previous reports relating to the Marina and environs and identify what has been done already and what remains appropriate to be done.
- 3.6. The approach will be staged with a report back to the CE with recommended options for the Marina Strategy.
- 3.7. The consultant is expected to workshop the recommended options with Council.
- 3.8. The Council workshop/s should test and develop the next steps to deliver the Marina Strategy.
- 3.9. The final Marina Strategy will be provided back to the Council for adoption.

4. Scope

The development of the Marina Strategy should include and investigate the following items within scope:

- 4.1. Purpose that the Marina fulfils for the Nelson community and Council, including whether and to what extent the desired outcomes are reflected by the following:
 - 4.1.1. Income from management of the Marina as an asset.
 - 4.1.2. Recreational activities, and if so which recreational activities.
 - 4.1.3. Tourism activities.
 - 4.1.4. Marine industry, and whether to prioritise Marina activities as the purpose of the Marina and surrounding precinct.
- 4.2. Consideration and consultation with the users of the Marina, including identifying who these might be.
- 4.3. Future development options for the Marina and how these opportunities might be retained.
- 4.4. Options for management, development and possible ownership of the Marina are considered.
- 4.5. Marine- and land-based activities of the Marina and associated outcomes, and how these are delivered.

- 4.6. Levels of service to be achieved for the marine- and land-based activities of the Marina.
- 4.7. Best provider for ownership and management of the activities and facilities at the Marina including dredging activities, hardstand, travel lift, business activities and other commercial, recreational or marine facilities.
- 4.8. Capacity and location issues at the Marina including car- and boat-parking facilities, marine facilities, support service industries and provision for community sports organisations.
- 4.9. Charging regime to be implemented for marine- and land-based activities of the Marina and associated facilities, and by whom this should be managed; including specification of Marina fees and charges.
- 4.10. Whether Council ownership of the Marina and/or adjacent properties may provide benefits to Council and the community, and how those benefits might be realised, including:
 - 4.10.1. Links to the Inner City precinct, and outcomes from those links.
 - 4.10.2. Links to the Haven Road precinct, and outcomes from those links.
- 4.11. Whether Council ownership of the Marina and/or adjacent properties may accrue risks to Council and the community, and how those risks might be mitigated, including:
 - 4.11.1. Contamination of site/s in the Marina-Akersten precinct, and recorded natural or man-made hazards.
 - 4.11.2. Marine biosecurity.
 - 4.11.3. Earthquake-prone status of site/s or buildings in the Marina-Akersten precinct including both those owned and adjacent to Council-owned property.
 - 4.11.4. Environmental impacts incurred from use of the Marina.
 - 4.11.5. Consents might be required for use and development of the Marina.

5. Deliverables

The consultant will:

- 5.1. Deliver a Marina Strategy to inform direction for the Marina for the next ten years.
- 5.2. Provide clear goals, indicative costs and a plan for the first five year period of the Marina Strategy.
- 5.3. Provide a report back to the CE during the development of the strategy with recommended options for the Marina Strategy.
- 5.4. Workshop the recommended options with Council members.
- 5.5. Following workshop/s, develop plans detailing the next steps to develop and deliver the Marina Strategy.
- 5.6. Provide the Marina Strategy back to the Council to validate and resolve.
- 5.7. Provide early indication of possible investment required to deliver on the recommended options by 1 December 2015.
- 5.8. Provide the Marina Strategy in draft form by 1 December 2015.

- 5.9. Ensure delivery of the Marina Strategy in final form by 25 January 2016.

6. Out of Scope

The following activities are out of scope for these Terms of Reference. These activities may be required but are not part of this commission at this time, other than as required to complete activities described previous.

- 6.1. Specific operational solutions for any issues identified during the Marina strategy development.
- 6.2. Operational delivery of the contract for management of the Marina currently held by NELMAC
- 6.3. Implementation of the Marina Strategy into operational procedures, after delivery.

7. Attachments

- 7.1. Attachment A: Akersten Precinct: Strategic Framework Summary Report – Aurecon/Isthmus – 13 October 2009 ([A1366902](#)).
- 7.2. Attachment B: Akersten Precinct: Masterplan Review of Implementation Options Nelson City Council – 30 June 2010 ([A1366894](#)).
- 7.3. Attachment C: Nelson City Council - Draft Property and Facilities Asset Management Plan 2015-2025 ([A1278517](#)).
- 7.4. Attachment D: Marina Strategy - Submissions from Long Term Plan 2015-2025 ([A1392814](#)).