



AGENDA

Ordinary meeting of the

Nelson City Council

**Thursday 8 August 2019
Commencing at 9.00a.m.**

**Council Chamber
Civic House
110 Trafalgar Street, Nelson**

**Pat Dougherty
Chief Executive**

Membership: Her Worship the Mayor Rachel Reese (Chairperson), Councillors Luke Acland, Ian Barker, Mel Courtney, Bill Dahlberg, Kate Fulton, Matt Lawrey, Paul Matheson, Brian McGurk, Gaile Noonan, Mike Rutledge, Tim Skinner and Stuart Walker

Quorum: 7

Nelson City Council Disclaimer

Please note that the contents of these Council and Committee Agendas have yet to be considered by Council and officer recommendations may be altered or changed by the Council in the process of making the formal Council decision.

Opening Prayer**1. Apologies**

Nil

2. Confirmation of Order of Business**3. Interests**

3.1 Updates to the Interests Register

3.2 Identify any conflicts of interest in the agenda

4. Public Forum

4.1 Nelson Music Festival Trust, trading as the Adam Chamber Music Festival - funding application lodged with the Nelson Regional Development Agency (Bob Bickerton)

4.2 Dan McGuire - the climate emergency declaration, and the expenditure.

4.3 Action for the Climate Emergency (ACE) - issues relating to transport, public education, council policy and timeframes in regard to the climate emergency (Lindsay Wood)

4.4 Peter Kortegast - Custom House heritage verandah and Haven Road cycle facility

5. Confirmation of Minutes

5.1 20 June 2019

14 - 38

Document number M4290

Recommendation

That the Council

- 1. Confirms the minutes of the meeting of the Council, held on 20 June 2019, as a true and correct record.***

5.2 27 June 2019

39 - 67

Document number M4318

Recommendation

That the Council

1. ***Confirms the minutes of the meeting of the Council, held on 27 June 2019, as a true and correct record.***

6. Recommendations from Committees

6. Community Services Committee - 11 April 2019 68 - 69

Founders Heritage Park Strategic Focus Areas and Timeline

As requested by the Community Services Committee, the 10 year vision statement has been updated and attached to reflect the proposed 5 focus areas. It has also been shared with iwi via Te Ohu Toi Ahurea, and community heritage stakeholders, with none of these groups requesting changes or raising concerns as to the proposed areas.

Recommendation

That the Council

1. ***Approves the proposed five focus areas of the Founders Heritage Park plan as enhancing the visitor experience, building Iwi partnerships, heritage protection and sector integration, venue development and financial sustainability; and***
2. ***Approves the updated 10-year vision statement (A2183151) for Founders Heritage Park.***

6.1 Audit, Risk and Finance Subcommittee - 25 June 2019

6.1.1 Draft Annual Internal Audit Plan - 30 June 2020

Recommendation to Council

That the Council

1. ***Approves the Draft Annual Internal Audit Plan - 30 June 2020 (A2202709).***

6.2 Regional Transport Committee - 1 July 2019

6.2.1 Regional Land Transport Plan variation - Nelson State Highway Speed Management Guide Implementation

Recommendation to Council

That the Council

- 1. Approves that the Nelson Regional Land Transport Programme 2015-21 is varied to include a total of \$1.26M for Nelson State Highway Speed Management Guide Implementation over 2018-2021 with a 100% Funding Assistance Rate***

6.3 Sports and Recreation Committee - 2 July 2019

6.3.1 Cawthron Reserve (Cawthron Crescent) - Wastewater Easement

Recommendation to Council

That the Council

- 1. Grants the easement in gross, meaning granting the easement to Nelson City Council rather than to property, in favour of Nelson City Council over the area shown in red on the plan (A2194740) of Cawthron Reserve (NL2C/108) for wastewater purposes.***

6.4 Governance Committee - 25 July 2019

6.4.1 Nelson Regional Development Agency - draft Statement of Intent 2019/20

Recommendation to Council

That the Council

- 1. Agrees that the Nelson Regional Development Agency Statement of Intent 2019/20 meets Council's expectations and is approved as the final Statement of Intent for 2019/20.***

7. Council Status Report 70 - 72

Document number R10381

Recommendation

That the Council

- 1. Receives the report Council Status Report (R10381) and its attachment (A1168168).***

8. Mayor's Report 73 - 159

Document number R10371

Recommendation

That the Council

- 1. Receives the report Mayor's Report (R10371) and its attachments (A2209899 and A1546381); and***
- 2. Approves the payment of a Childcare allowance as per the Local Government Members (2019/20) Determination (A2209899) at an hourly rate of up to the Living Wage; and***
- 3. Adopts the amended Nelson City Council Elected Members Reimbursement and Expenses Policy 2016 (A1546381)***

9. Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions 160 - 195

Document number R10337

Recommendation

That the Council

- 1. Receives the report Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions (R10337) and its attachments (A2222281, A2223596 and A2220460); and***

2. **Approves the Certified Emissions Measurement and Reduction Scheme Action Plan.**

10. Parking Meter Renewal

196 - 218

Document number R9935

Recommendation

That the Council

1. **Receives the report Parking Meter Renewal (R9935) and its attachments (A2149051, A2148865, A2228122); and**
2. **Approves that the existing parking meters be renewed using Pay-by-Plate technology and that tenders be called for on this basis; and**
3. **Determines that amendment of the Parking and Vehicle Control Bylaw 2011 (No.207) is the most appropriate way of ensuring that it will support pay-by-plate technology and that the proposed amendments would be the most appropriate form of bylaw and would not give rise to any implications under the New Zealand Bill of Rights Act 1990; and**
4. **Determines the most appropriate form of consultation for the proposed amendment to the Parking and Vehicle Control Bylaw 2011 (No.207) that will support pay-by-plate technology, is under s82 of the Local Government Act 2002 and as set out in this report R9935; and**
5. **Notes that, following completion of the consultation process, a report will be brought back to Council to decide on changes to the Bylaw**

6. Tahunanui Modellers Pond Trial - Way Forward 219 - 270

Document number R10038

Recommendation

That the Council

- 1. Receives the report Tahunanui Modellers Pond Trial - Way Forward (R10038) and its attachments (A2223677, A2223678, A2223679 and A2230776); and***
- 2. Notes that officers do not support continuing with using Diatomix; and***
- 3. Approves progressing Options 3 and 4 of Report R10038 and any alternative option iwi consider appropriate to preliminary design at an additional unbudgeted cost of \$160,000; and***
- 4. Requests Council officers bring a report back to the Sports and Recreation Committee detailing the findings from preliminary design for Options 2, 3 and 4 of Report 10038 and any alternative option iwi consider appropriate before proceeding to public consultation.***

12. Approval for Use of Saxton Field for Bay Dreams South 2020 271 - 282

Document number R10360

Recommendation

That the Council

- 1. Receives the report Approval for Use of Saxton Field for Bay Dreams South 2020 (R10360) and its attachments (A2203993 and A2203994); and***
- 2. Notes that consultation with the Saxton Field Committee has taken place, and the Committee has expressed its support for camping to return to Saxton Field; and***
- 3. Consents to the temporary use of Saxton Field Reserve as a camping ground for up to 3,500 campers, associated with the Bay Dreams***

music event from 3 - 5 January 2020 under section 44(1) of the Reserves Act 1977; and

- 4. Notes that the Chief Executive will grant exclusive use of Alliance Green and the football pitches of Saxton Field for the Bay Dreams South festival 2020 in accordance with section 53 of the Reserves Act 1977; and***
- 5. Agrees to impose a temporary ban on the consumption and possession of alcohol at Saxton Field between 07:00am on 3 January 2019 to 09:00pm on 5 January 2020 pursuant to clause 6.15 of the Urban Environments Bylaw 2015.***

7. Naming Policy Review Options 283 - 298

Document number R10142

Recommendation

That the Council

- 1. Receives the report Naming Policy Review Options (R10142) and its attachments (A306318 and A2227857); and***
- 2. Agrees that officers draft a new Naming Policy for Council approval.***

14. Brook Reserve - change of specific local purpose and declaring stopped road to be reserve 299 - 332

Document number R10247

Recommendation

That the Council

- 1. Receives the report Brook Reserve - change of specific local purpose and declaring stopped road to be reserve (R10247) and its attachments (A1903135, A2230208 and A2237459); and***
- 2. Declares the stopped road land as marked purple on Attachment 1***

(A1903135) of report (R10247) to vest as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve under section 14 of the Reserves Act 1977, to be amalgamated into the adjoining reserve; and

- 3. Approves the change in specified purpose of the Local Purpose (Recreation) Reserve as marked green on Attachment 1 (A1903135) of report (R10247) to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve under section 24A of the Reserves Act 1977; and**
- 4. Delegates the authority to the Chief Executive to take the steps necessary to prepare and place notices in the Gazette in order to vest the stopped road land as reserve and change the specific local purpose of the Local Purpose Reserve; and**
- 5. Delegates the authority to the Chief Executive to take the steps necessary to complete the road stopping process under Schedule 10 of the Local Government Act 1974 and amalgamate the reserve.**

PUBLIC EXCLUDED BUSINESS

15. Exclusion of the Public

Recommendation

That the Council

- 1. Excludes the public from the following parts of the proceedings of this meeting.**
- 2. *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	Council Meeting - Public Excluded Minutes - 20 June 2019	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person • Section 7(2)(g) To maintain legal professional privilege • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) • Section 7(2)(b)(ii) To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information
2	Council Meeting - Public Excluded Minutes - 27 June 2019	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(g) To maintain legal professional privilege • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
3	<p>Recommendations from Committees</p> <p>Audit, Risk and Finance Committee 25 June 2019</p> <p>Bad Debt Write Off for Year Ending 30 June 2019</p> <p>Works and Infrastructure Committee 27 June 2019</p> <p>Part of Princes Drive – proposed road stopping</p> <p>Sports and Recreation Committee 2 July 2019</p> <p>Land purchase – Grampians extension, Brook Valley</p> <p>Governance Committee 25 July 2019</p> <p>Nelmac Director Appointment</p> <p>Nelson Regional Development Agency Director Appointment</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
4	<p>Council Status Report - Public Excluded</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</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person • Section 7(2)(g)

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		good reason exists under section 7	To maintain legal professional privilege <ul style="list-style-type: none"> Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
5	Mayor's Report	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"> Section 7(2)(b)(ii) To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information
6	Community Housing: Negotiating Brief and Proposed Divestment Process	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"> Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
7	Legal Advice on Brook Reserve Management Plan Legal advice	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"> Section 7(2)(g) To maintain legal professional privilege
8	Event funding - Adam Chamber Music Festival	Section 48(1)(a) The public conduct of this matter would be	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(i)

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		likely to result in disclosure of information for which good reason exists under section 7	To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Note:

- **This meeting is expected to continue beyond lunchtime.**
- **Lunch will be provided.**
- **Youth Councillors Emma Barnes-Wetere and Alex Hunter will be in attendance at this meeting.**



Minutes of a meeting of the Nelson City Council

Held in the Council Chamber, Civic House, 110 Trafalgar Street, Nelson

On Thursday 20 June 2019, commencing at 9.03a.m.

Present: Her Worship the Mayor R Reese (Chairperson), Councillors L Acland, I Barker, M Courtney, B Dahlberg, K Fulton, M Lawrey, P Matheson, B McGurk, G Noonan, M Rutledge, T Skinner and S Walker

In Attendance: Chief Executive (P Dougherty), Group Manager Infrastructure (A Louverdis), Acting Group Manager Environmental Management (M Heale), Group Manager Community Services (R Ball), Group Manager Corporate Services (N Harrison), Group Manager Strategy and Communications (N McDonald), Team Leader Governance (R Byrne), Governance Adviser (E Stephenson) and Youth Councillors Cassie Hagan and Ryan Martyn

Apologies : Her Worship the Mayor and Councillor Rutledge for lateness

In the absence of the Mayor, the Deputy Mayor assumed the Chair.

Opening Prayer

Councillor Skinner gave the opening prayer.

1. Apologies

Resolved CL/2019/094

That the Council

- 1. Receives and accepts the apologies from Her Worship the Mayor Reese and Councillor Rutledge for lateness.***

Matheson/Courtney

Carried

2. Confirmation of Order of Business

The Deputy Mayor acknowledged the English Language Training for Officials NMIT group in the public gallery and Councillor McGurk welcomed the group who were from Cambodia, Indonesia, Laos, Myanmar and Vietnam.

Attendance: Councillor Fulton entered the meeting at 9.06a.m.

3. Interests

Councillor Matheson subsequently declared an interest in the 1 Kinzett Terrace item on page 17 of the Council public excluded status report.

4. Public Forum

4.1 Action for the Climate Emergency (ACE) - to introduce and inform Council about ACE

Lindsay Wood, Convenor for ACE, provided a PowerPoint presentation and introduced ACE, its background and activities. He noted the other councils in New Zealand that had now declared a climate emergency and the increase in global declarations. He spoke of the economic benefits of investment in flood resilience and the costs of not investing early in climate responses. He advocated for encouraging electric vehicles. Mr Wood answered questions regarding his presentation.

Attachments

- 1 A2211754 Lindsay Wood PowerPoint presentation

Attendance: Councillor Acland left the meeting at 9.19a.m.

Attendance: Her Worship the Mayor entered the meeting at 9.20a.m. and assumed the Chair.

4.2 Nelson Residents Association - Financial position of the Trafalgar Centre, factual information on storm events and tide records, and reference to recent public statements on perceived sea rise

Kerry Neal, from the Nelson Residents Association provided a PowerPoint presentation and spoke about recent public statements on perceived sea rise, climate change and historical weather events.

Attachments

- 1 A2211631 - Kerry Neal PowerPoint presentation

4.3 Nelson Women's Club - Upper Trafalgar Street Closure

Kaye McNabb, President of the Nelson Women's Club, provided a PowerPoint presentation and spoke about the Upper Trafalgar Street closure. She provided a brief history of the Club, its membership and activities.

Ms McNabb said that access was vital for the club and its members, many of whom had mobility difficulties. She noted that the club's chairlift could only be accessed through the Trafalgar Street door.

Ms McNabb spoke of the effect of the street closure, noting that all were supportive of the atmosphere produced by the closure but highlighted that the loss of disabled parking spaces meant a longer walk for those with disability issues and affected deliveries. She felt that the installation of a bollard in January with no discussion, was an impediment, and that single lane access could allow trade deliveries. She felt that traffic issues could be dealt with by bollards or planters and a drop off zone, with more disability car parks. Ms McNabb answered questions regarding her presentation.

Attachments

- 1 A2212279 Kaye McNabb PowerPoint presentation

Attendance: Councillor Acland returned to the meeting at 9.47a.m.

5. Confirmation of Minutes

5.1 29 April 2019

Document number R10285, agenda pages 35 - 35 refer.

Councillor Noonan requested that the title of the draft recommendation from the Community Services Committee (5.5.1 – Stoke Library Remediation), which was no longer required, be added to the minutes.

Resolved CL/2019/095

That the Council

- 1. Confirms the amended minutes of the extraordinary meeting of the Council, held on 29 April 2019, as a true and correct record.***

Courtney/Her Worship the Mayor

Carried

5.2 2 May 2019

Document number M4196, agenda pages 19 - 34 refer.

Resolved CL/2019/096

That the Council

- 1. Confirms the minutes of the meeting of the Council, held on 2 May 2019, as a true and correct record.***

Barker/Her Worship the Mayor

Carried

6. Recommendations from Committees

6.1 Civil Defence Emergency Management Group - 22 May 2019

6.1.1 Civil Defence and Emergency Management Removal of Requirement for Annual Audit

Resolved

That the Council

- 1. Agrees that a separate audit of the Civil Defence and Emergency Management Annual Report is not necessary and will not be required from the 30 June 2019 financial year onwards, subject to approval by Nelson City Council, Tasman District Council and Audit New Zealand; and***
- 2. Agrees that the operation of the Civil Defence and Emergency Management Group should be included in the audit of the Administering Council and that any additional cost incurred as a result should be recovered from the Civil Defence and Emergency Management Group.***

Her Worship the Mayor/Fulton

6.2 Sports and Recreation Committee - 23 May 2019

6.2.1 Item 6.2.1 - Fees and Charges relating to Sports and Recreation 2019/20 was deferred until later in the meeting.

6.3 Works and Infrastructure Committee - 23 May 2019

6.3.1 Nelson Tasman Regional Landfill Business Unit 2019-20 Business Plan

Resolved CL/2019/097

That the Council

- 1. Approves the Nelson Tasman Regional Landfill Business Unit 2019-2020 Business Plan (A2170038).***

Walker/Lawrey

Carried

6.3.2 Infrastructure Fees and Charges 2019-2020

Resolved CL/2019/098

That the Council

- 1. Approves the proposed fees and charges as per Attachment (A2167740) of Report R9920, effective 1 July 2019.***

Walker/Lawrey

Carried

6.3.3 Parking Meter Renewal - Referral of powers

Resolved CL/2019/099

That the Council

- 1. Considers the matter of the renewal of parking meters.***

Walker/Lawrey

Carried

6.4 Planning and Regulatory Committee - 28 May 2019

6.4.1 Waimea Inlet Action Plan

Resolved CL/2019/100

That the Council

- 1. Approves Nelson City Council as lead or support agency to the specific targets identified in Report R9513 (highlighted in green in Attachment 2 A2178524); and***
- 2. Approves that Nelson City Council supports, in principle, specific targets identified in Report R9513, subject to future funding decisions (highlighted in yellow in Attachment 2 A2178524); and***
- 3. Adopts the Waimea Inlet Action Plan 2018-2021 (A2099296).***

McGurk/Dahlberg

Carried

6.4.2 Nelson Tasman Land Development Manual (LDM) - Hearing Panel Recommendation and Proposed Plan Change 27

Councillor Barker requested that his concerns regarding the lack of governance involvement in the development of the LDM and that Council's policy for developing pedestrian footpaths was not included, be recorded in the minutes.

Manager Transport and Solid Waste, Marg Parfitt, clarified that when Council built or reinstated a footpath it would be in accordance with policy and that Council would do everything it could to achieve a high level of service, and would depart from the LDM when it needed to. In response to a request that Council further consider mountable kerbs as an answer, Ms Parfitt said that level of service was Council's priority and that may be an option.

Team Leader City Development, Lisa Gibellini, reiterated that the LDM was not the only set of standards, and not 'one size fits all'. She noted that the LDM provided for anyone to take an alternative design and seek the approval of the Group Manager Infrastructure.

Discussion took place regarding changing the term 'mandatory' to 'minimum' standards and whether this could be changed under the delegation for 'minor technical wording amendments' and it was agreed that this would be explored.

It was noted that action on the issue of addressing climate change had only recently come to light and that this was a 'point in time' document. Addressing climate change would require a series of components and systems moving forward for stormwater management across New Zealand, with design profiles and criteria.

The importance of a consistent region-wide approach with Tasman District Council was noted. With the agreement of the mover and seconder, Clause 3. of the motion was changed from 'Chairperson of the Planning and Regulatory Committee', to 'Councillor McGurk'.

Resolved CL/2019/101

That the Council

- 1. Adopts the Nelson Tasman Land Development Manual 2019 (A2184905) under the Local Government Act 2002, noting that it will take effect on 1 July 2019; and***
- 2. Adopts the practice notes on Coastal and Freshwater Inundation (A2184904), Bioretention (A2184908) and Wetlands (A2184906) as guidance documents; and***
- 3. Delegates Councillor McGurk and the Group Manager Environmental Management authority to approve minor technical wording amendments, or correction of errors to the Nelson Tasman Land Development Manual 2019 and proposed Plan Change documents to improve readability and/or consistency prior to 1 July 2019.***

McGurk/Lawrey

Carried

Attendance: Councillor Lawrey left the meeting at 10.25a.m.

6.4.3 Review of Building Unit fees and charges

In response to a suggestion that fees and charges should be increased by actual costs, rather than by the Consumer Price Index (CPI), Her Worship the Mayor requested that officers investigate whether the Local Government Cost Index (LGCI) could be used in future.

Resolved CL/2019/102

That the Council

1. **Approves the fees and charges as proposed in Attachment 1 (A2145308) of Report R10231 to be effective from 1 July 2019.**

McGurk/Her Worship the Mayor

Carried

6.4.4 Navigation Safety Bylaw review

Resolved CL/2019/103

That the Council

1. **Notes the review of the Navigation Safety Bylaw 2012 (No. 218); and**
2. **Determines amendments to the Navigation Safety Bylaw 2012 (No. 218) are the most appropriate way of addressing the navigation safety problems identified by the review; and**
3. **Determines the proposed amendments to the Navigation Safety Bylaw 2012 (No. 218) are the most appropriate form of bylaw and do not give rise to any implications under the New Zealand Bill of Rights Act 1990; and**
4. **Determines a summary of the Statement of Proposal Proposed Changes to the Navigation Safety Bylaw 2012 (No. 218) is not required; and**
5. **Adopts the Statement of Proposal Proposed Changes to the Navigation Safety Bylaw 2012 (No.218) (A2178235); and**
6. **Approves the commencement of the Special Consultative Procedure (A2178235), with the consultation period to run from 21 June to 24 July 2019; and**
7. **Approves the consultation approach (set out in paragraphs 5.9 and 5.10 of Report R10026) and agrees:**
 - (a) **the approach includes sufficient steps to ensure the Statement of Proposal will be reasonably accessible to the public and will be publicised in a manner appropriate to its purpose and significance; and**

(b) the approach will result in the Statement of Proposal being as widely publicised as is reasonably practicable as a basis for consultation.

McGurk/Her Worship the Mayor

Carried

- 6.4.5 Planning and Regulatory Committee - Quarterly Report - 1 January-31 March 2019 – Approval of the Nelson Plan Vision, was deferred until later in the meeting.

6.5 Community Services Committee - 30 May 2019

- 6.5.1 Statement of Intent - Nelson Festivals Trust

Resolved CL/2019/104

That the Council

- 1. Approves the Nelson Festivals Trust draft Statement of Intent 2019/20, with minor amendments, as the final Statement of Intent for 2019/20.***

Noonan/Courtney

Carried

Attendance: Councillor Lawrey returned to the meeting at 10.31a.m.

- 6.5.2 Fees and Charges relating to Community Services 2019/20

Resolved CL/2019/105

That the Council

- 1. Approves the proposed fees and charges as per attachment (A2157289) of Report (R10060) effective from 1 July 2019.***

Noonan/Courtney

Carried

6.6 Governance Committee - 13 June 2019

6.6.1 Uniquely Nelson Memorandum of Understanding 2019/2020

Resolved CL/2019/106

That the Council

- 1. Approves the Uniquely Nelson Memorandum of Understanding 2019/2020 (A2181631).***

Barker/Dahlberg

Carried

6.6.2 Communications and Engagement Strategy

The importance of governance oversight of the strategy and the need to increase trust and confidence in Council was noted.

Discussion took place regarding how the strategy would achieve this and it was noted that the detail on how Council would deliver that would be in an action plan sitting below the strategy. The action plan would need to address some of the shortcomings and look at changing internal processes, giving media questions a high priority, telling Council's story at the same time, and focusing on reducing chances of mistakes.

The importance of seeking political input before issuing media statements and the need to be aware of the Delegations Manual and the Code of Conduct was stressed. It was confirmed that the Communications and Engagement Strategy would be available on Council's website.

Resolved CL/2019/107

That the Council

- 1. Adopts the Communications and Engagement Strategy, with amendments (A2196740).***

Barker/Dahlberg

Carried

The meeting was adjourned at 10.51a.m. and reconvened at 11.10a.m.

6.2. Sports and Recreation Committee - 23 May 2019

6.2.1 Sports and Recreation Committee - Fees and Charges: Supplementary Information

Document number R10294, supplementary agenda pages 2 - 20 refer.

Manager Parks and Facilities, Rosie Bartlett, spoke to the supplementary report, noting the background and the reason for the alternative recommendations. Discussion took place regarding the options in the supplementary report and the reasoning for the original proposed increase in fees for the Brook Camp of 20%, which was to recover an amount closer to the amount stipulated in the fees and charges recovery policy and to minimise the ratepayers' contribution.

Group Manager Community Services, Roger Ball, clarified that a workshop was planned for 2 July, and that the campground review was due in December as part of the Activity Management Plan process.

Discussion took place regarding hire costs for Saxton Oval and the Trafalgar Centre, with further discussion to take place at the future Venues and Marketing 101 workshop in August.

Further discussion took place regarding the fees for Brook Camp permanent residents and it was noted that officers' original recommendation was to increase fees by 20% across the board and the option of excluding the permanent residents was made reflecting feedback from the committee meeting.

The Sports and Recreation Committee Chairperson, Councillor Skinner, noted that he supported the original recommendation to the committee for a 20% increase for the camp and moved option 2a in the supplementary report, seconded by Councillor Acland.

That the Council

1. *Receives the report Sports and Recreation Committee - Fees and Charges: Supplementary Information (R10294) and its attachments (A2157708, A2203637 and A2210534); and*
2. *Notes that further information has been received regarding the impact of not increasing fees for the Brook Camp; and*
3. *Approves the proposed fees and charges as per Attachment 1 (A2157708) of Report 10236, effective from 1 July 2019, with amendments as follows:*
 - a. *That the Brook Valley Holiday Park fees and charges increase by 20%; and*
 - b. *That the fees and charges for Saxton Field Stadium have no increase for the 2019/20 year.*

Skinner/Acland

The low level of fees for the Brook Camp and the option of increasing Brook Camp fees excluding permanent residents was discussed.

Clarification was requested regarding whether Council had a sinking lid policy by not allowing any further permanent residents into the Brook Camp.

The meeting was adjourned at 11.31.a.m. and reconvened at 11.40.a.m. Councillor Matheson was not present.

It was agreed that the issue of a sinking lid policy be covered at the workshop and a future committee meeting.

Attendance: Councillor Matheson returned to the meeting at 11.43a.m.

Further discussion took place regarding subsidies, recovery rates, community housing, length of stay restrictions, loss in revenue and the recovery and finance policy.

It was noted that the 2 July workshop would cover the need for a management and development plans and legal challenges.

Concerns were raised regarding a rise of 20% in fees for vulnerable members of the community and an amendment to raise the fees for permanent residents by the rate of CPI was moved by Councillor Courtney, seconded by Her Worship the Mayor.

That the Council

1. *Receives the report Sports and Recreation Committee - Fees and Charges: Supplementary Information (R10294) and its attachments (A2157708, A2203637 and A2210534); and*
2. *Notes that further information has been received regarding the impact of not increasing fees for the Brook Camp; and*
3. *Approves the proposed fees and charges as per Attachment 1 (A2157708) of Report 10236, effective from 1 July 2019, with amendments as follows:*
 - a. *That the Brook Valley Holiday Park fees and charges increase by 20%; and*
 - b. *That the Brook Valley Holiday Park fees and charges for permanent residents increase by the Consumer Price Index; and*
 - c. *That the fees and charges for Saxton Field Stadium have no increase for the 2019/20 year.*

Courtney/Mayor

The amendment was put and a division was called:

<u>For</u>	<u>Against</u>	<u>Absent</u>
Her Worship the Mayor Reese (Chairperson)	Cr Acland	Cr Rutledge
Cr Courtney	Cr Barker	
Cr Fulton	Cr Dahlberg	
Cr McGurk	Cr Lawrey	
Cr Noonan	Cr Matheson	
	Cr Skinner	
	Cr Walker	

The amendment was lost 5 - 7.

The substantive motion was put.

Resolved CL/2019/108

That the Council

- 1. Receives the report Sports and Recreation Committee - Fees and Charges: Supplementary Information (R10294) and its attachments (A2157708, A2203637 and A2210534); and***
- 2. Notes that further information has been received regarding the impact of not increasing fees for the Brook Camp; and***
- 3. Approves the proposed fees and charges as per Attachment 1 (A2157708) of Report 10236, effective from 1 July 2019, with amendments as follows:***
 - a. That the Brook Valley Holiday Park fees and charges increase by 20%; and***
 - b. That the fees and charges for Saxton Field Stadium have no increase for the 2019/20 year.***

Skinner/Acland

Carried

7. Mayor's Report

Document number R10249, agenda pages 35 - 122 refer.

Her Worship the Mayor spoke to her report, noting the recent Eelco Boswijk awards ceremony and thanking the councillors involved.

The meeting indicated levels of support for the Local Government New Zealand AGM remits.

Attendance: Councillor Acland left the meeting at 12.22p.m.

Resolved CL/2019/109

That the Council

- 1. Receives the report Mayor's Report (R10249) and its attachments (A2197280 and A2197215); and***
- 2. Supports the proposed remits to Local Government New Zealand as discussed.***

Matheson/Walker

Carried

The meeting was adjourned at 12.47p.m. and reconvened at 1.15p.m.
Councillors Acland, Fulton and Skinner were not present.

Attendance: Councillor Fulton returned to the meeting at 1.17p.m.

8. Council Status Report - 20 June 2019

Document number R10286, agenda pages 123 - 124 refer.

Group Manager Infrastructure, Alec Louverdis, answered questions regarding the Modellers Pond and it was noted that a report would be provided in August.

Resolved CL/2019/110

That the Council

- 1. Receives the report Council Status Report - 20 June 2019 (R10286) and its attachment (A1168168).***

Her Worship the Mayor/Courtney

Carried

9. Planning and Regulatory Committee – Quarterly Report - 1 January – 31 March 2019 (Agenda item 6.4.5) was considered.

Acting Group Manager Environmental Management, Matt Heale, tabled an updated, tracked changes Nelson Plan Vision document, noting that amendments largely updated the strategy regarding climate change and in line with Nelson as the 'Smart Little City'.

Attendance: Councillor Skinner returned to the meeting at 1.21p.m.

Attendance: Councillor Acland returned to the meeting at 1.22p.m.

An error was pointed out in paragraph 2 – *The Vision for Nelson is:... committed to our ~~their~~ natural...*

Attendance: Councillor Noonan left the meeting at 1.25p.m.

Resolved CL/2019/111

That the Council

- 1. Approves the tabled updated Nelson Plan Vision (A2182016) as the working draft for the Nelson Plan.***

Her Worship the Mayor/McGurk

Carried

Attachments

- 1 A2182016 Updated tabled Nelson Plan Vision

10. Kotahitanga mō te Taiao Strategy (Agenda Item 9)

Document number R10260, agenda pages 125 - 174 refer.

Acting Group Manager Environmental Management, Matt Heale, tabled the updated Kotahitanga mō te Taiao Strategy and clarified that the updated strategy included Ngāti Kuri who were still in negotiations with the Department of Conservation when the strategy was presented to the committee and were now included, together with the addition of a paragraph 'Rangatiratanga', which acknowledged them.

Attendance: Councillor Noonan returned to the meeting at 1.27p.m.

Attendance: Councillor Rutledge entered the meeting at 1.28p.m.

During discussion, it was noted that the strategy was a of key piece of work to align alliance members and that it was also useful to provide to philanthropists investing in conservation across the top of the South Island.

Resolved CL/2019/112

That the Council

- 1. Receives the report Kotahitanga mō te Taiao Strategy (R10260) and its attachment (A2203854); and***
- 2. Adopts the Kotahitanga mō te Taiao Strategy (A2203854).***

Her Worship the Mayor/Acland

Carried

Attachments

- 1 A2203854 - Updated Kotahitanga mō te Taio Strategy

11. Statement of Proposal for Declaration of a Pedestrian Mall - Upper Trafalgar Street (Agenda Item 10)

Document number R10139, agenda pages 175 - 200 refer.

Team Leader City Development, Lisa Gibellini, summarised corrections to the agenda report:

- p199 - paragraph 7.3 - the postal address should be Civic House, not Community Housing
- P185 - paragraph 5.37 - since the report was written, there was now a provisional sum of \$250,000, as a result of Annual Plan deliberations
- P180 – Disadvantages, there was now a provisional budget, rather than no budget.

Ms Gibellini answered questions regarding the Statement of Proposal, and clarified that issues of design and consideration of matters raised in submissions would follow consultation and that emergency services would be made aware of the consultation.

The Chief Executive noted that legal advice would be sought regarding the addition of a question asking what people would want to see in the mall and the level of risk regarding public perception of pre-determination of the decision. He said that if the advice was that the risk was low, that was the only thing that would be added to the proposal under 'minor amendments'.

Clause 3. of the recommendation was changed to 'with minor amendments approved by Her Worship the Mayor and the Chief Executive'.

Resolved CL/2019/113

That the Council

- 1. Receives the report Statement of Proposal for Declaration of a Pedestrian Mall - Upper Trafalgar Street (R10139) and its attachment(A2176520); and***
- 2. Agrees that the Statement of Proposal for a Declaration of a Pedestrian Mall – Upper Trafalgar***

Street meets the requirements of the Local Government Act 2002; and

- 3. Adopts the Statement of Proposal for the Pedestrian Mall Declaration - Trafalgar Street – Nelson City(A2176520), with minor amendments approved by Her Worship the Mayor and the Chief Executive; and***
- 4. Agrees that a Summary of the Statement of Proposal for Declaration of a Pedestrian mall – Upper Trafalgar Street is not required, and***
- 5. Approves the consultation approach (set out in section 6 of this report R10139) and agrees:***
 - (a) the approach includes sufficient steps to ensure the Statement of Proposal will be reasonably accessible to the public and will be publicised in a manner appropriate to its purpose and significance; and***
 - (b) the approach will result in the Statement of Proposal being as widely publicised as is reasonably practicable as a basis for consultation.***

Her Worship the Mayor/Lawrey

Carried

12. Order of candidates' names on 2019 Local Elections voting documents

Document number R9995, agenda pages 204 - 207 refer.

Resolved CL/2019/114

That the Council

- 1. Receives the report Order of candidates' names on 2019 Local Elections voting documents (R9995); and***
- 2. Approves, in accordance with Regulation 31(2) of the Local Electoral Regulations 2001, the candidates' names on voting documents for the 2019 triennial local election be in computerised random order.***

Her Worship the Mayor/Lawrey

Carried

13. Nelson Tasman Future Development Strategy - Authority for Joint Council Committee (Agenda Item 11)

Document number R10164, agenda pages 201 - 203 refer.

Attendance: Councillor Acland left the meeting at 2.16p.m.

Discussion took place on Councillors' availability for the joint meeting and the need for a strong consensus when the issue was considered by the Joint Committee at its public meeting.

In response to questions why the final decision was not being recommended back to Council, it was noted that this was a key regional approach to future development. It gave a strong signal that the two councils could work together and debate each other's concerns in the same forum, but that a degree of compromise was required.

Resolved CL/2019/115

That the Council

- 1. Receives the report Nelson Tasman Future Development Strategy - Authority for Joint Council Committee (R10164); and***
- 2. Delegates all decision-making powers in relation to adopting the Nelson Tasman Future Development Strategy to the Joint Committee; and***
- 3. Updates the Nelson City Council Delegations Register to reflect the above changes.***

The motion was put and a division was called:

<u>For</u>	<u>Against</u>	<u>Abstained/Interest</u>
Her Worship the Mayor Reese (Chairperson) Cr Acland Cr Barker Cr Courtney Cr Fulton Cr Lawrey Cr Matheson Cr McGurk Cr Rutledge Cr Skinner Cr Walker	Cr Dahlberg Cr Noonan	

The motion was carried 11 - 2.

Her Worship the Mayor/McGurk

Carried

14. Exclusion of the Public (Agenda Item 13)

Wayne Wootten, of Telfer Young was in attendance for Item 2.2.3 of the Public Excluded agenda to answer questions and, accordingly, the following resolution is required to be passed:

Resolved CL/2019/116

That the Council

1. ***Confirms, in accordance with sections 48(5) and 48(6) of the Local Government Official Information and Meetings Act 1987, that Wayne Wootten, of Telfer Young, remain after the public has been excluded for Item 2.2.3 of the Public Excluded agenda (Founders Park Property Purchase), as he has knowledge relating to the proposed Founders Park property purchase that will assist the meeting.***

Acland/Walker

Carried

Attendance: Councillors McGurk and Lawrey left the meeting from 2.40p.m. until 2.41p.m.

In response to an objection regarding the exclusion of the public for consideration of confirmation of the appointment of iwi representatives to the Nelson Regional Sewerage Business Unit and the Nelson Tasman Regional Landfill Business Unit, Her Worship the Mayor clarified that appointments were always made with the public excluded to protect the privacy of individuals.

Resolved CL/2019/117

That the Council

1. ***Excludes the public from the following parts of the proceedings of this meeting.***
2. ***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:***

Acland/Walker

Carried

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>Council Meeting - Public Excluded Minutes - 2 May 2019</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person • Section 7(2)(b)(ii) To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information • Section 7(2)(g) To maintain legal professional privilege • Section 7(2)(h) To enable the local authority to carry out, without prejudice or disadvantage, commercial activities • Section 7(2)(i)
2	<p>Recommendations from Committees</p> <p>Community Services Committee</p> <p>Community Investment Funding Panel Appointments</p> <p>Pet Cremations Activity Review</p> <p>Founders Park – property purchase</p> <p>Governance Committee</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person • Section 7(2)(g) To maintain legal professional privilege • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
	Nelson Centre of Musical Arts		
3	Council Public Excluded Status Report 20 June 2019	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person • Section 7(2)(g) To maintain legal professional privilege • Section 7(2)(h) To enable the local authority to carry out, without prejudice or disadvantage, commercial activities • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
4	Confirmation of appointment of iwi representatives to Nelson Regional Sewerage Business Unit and Nelson Tasman Regional Landfill Business Unit	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person
5	Update on Provincial Growth Fund applications	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(b)(ii) To protect information where the making available of the information would be likely unreasonably to prejudice the

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			commercial position of the person who supplied or who is the subject of the information
7	Bay Dreams Update and Next Steps	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"> • Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

The meeting went into public excluded session at 2.42p.m. and resumed in public session at 4.11p.m.

RESTATEMENTS

It was resolved while the public was excluded:

2	PUBLIC EXCLUDED: Confirmation of appointment of iwi representatives to Nelson Regional Sewerage Business Unit and Nelson Tasman Regional Landfill Business Unit
	4. <i>Agrees that Report (R10218) and the decision (CL/2019/118) be made public once the representatives have been advised of the Councils' decision.</i>

3	PUBLIC EXCLUDED: Update on Provincial Growth Fund applications
	<p><i>That the Council</i></p> <ol style="list-style-type: none"> <i>1. <u>Receives</u> the report Update on Provincial Growth Fund applications (R10241) and its attachment (A2198314); and</i> <i>2. <u>Agrees</u> that Report (R10241) and attachment (A2198314) be excluded from public release at this time.</i>

4	PUBLIC EXCLUDED: Bay Dreams Update and Next Steps
	<p><i>That the Council</i></p> <ol style="list-style-type: none"> 1. <i><u>Receives</u> the report Bay Dreams Update and Next Steps (R10252) and its attachment (A2203904), (A2203993), (A2203994); and</i> 2. <i><u>Approves</u> the Chief Executive entering into negotiations and, if successful, executing a contract with Bay Dreams South Ltd for a five-year agreement to host Bay Dreams South in Nelson, subject to annual reviews and all consents and permits being obtained; and</i> 3. <i><u>Directs</u> the Chief Executive to seek feedback from the Saxton Field Committee on proposed camping at Saxton Field; and</i> 4. <i><u>Notes</u> that approval for up to 1,500 people to camp at Rutherford Park from 3 – 5 January 2020 as part of the Bay Dreams event will be sought from the Chief Executive and considered in accordance with the Rutherford and Trafalgar Park Reserves Management Plan, and Council’s internal process requirements; and</i> 5. <i><u>Notes</u> that approval for exclusive use of Trafalgar Park and designated areas of Saxton Field will be sought from the Chief Executive and considered in accordance with section 53 of the Reserves Act, taking into account any feedback from the Saxton Field Committee for Saxton Field; and</i> 6. <i><u>Notes</u> that a future report will be brought back to Council to enable consideration of granting consent to the temporary use of Saxton Field as a camping ground under s44(1) of the Reserves Act 1977 and any other decisions required to be made by Council to enable the event to proceed; and</i> 7. <i><u>Agrees</u> that decision (CL/2019/126) be released from Public Excluded upon adoption; and</i> 8. <i>Agrees that Report R10252 and attachments (A2203904, A2203993 and A2203994) be excluded from public release at this time.</i>

6	PUBLIC EXCLUDED: Community Investment Funding Panel Appointments
	<p>6. <u>Agrees</u> that Report (R10075), Attachments A1854528 and A2093465 only and the decision (CL/2019/119) be released from public excluded business once candidates have been advised of the outcome.</p>

7	PUBLIC EXCLUDED: Pet Cremations Activity Review
	<p><i>That the Council</i></p> <ol style="list-style-type: none"> 1. <u>Approves</u> the cessation of pet cremations by Council at the Wakapuaka Crematorium; and 2. <u>Agrees</u> that Report (R10140), excluding any legal advice within it, the attachment (A2177474) and the decision (CL/2019/121) be released from public excluded business.

8	PUBLIC EXCLUDED: Founders Park - property purchase
	<p><i>That the Council</i></p> <ol style="list-style-type: none"> 1. <u>Defers</u> the item Founders Park – property purchase to be considered at the Council meeting to be held on 27 June 2019.

9	PUBLIC EXCLUDED: Nelson Centre of Musical Arts - Appointment of Trustees
	<p><i>That the Council</i></p> <ol style="list-style-type: none"> 1. <u>Approves</u> undertaking a recruitment process to appoint two trustees to the Nelson Centre of Musical Arts; and 2. <u>Agrees</u> that the decision (CL/2019/120) only be released from public excluded business.

There being no further business the meeting ended at 4.11p.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date



Minutes of a meeting of the Nelson City Council

Held in the Council Chamber, Civic House, 110 Trafalgar Street, Nelson

On Thursday 27 June 2019, commencing at 9.00a.m.

Present: Her Worship the Mayor R Reese (Chairperson), Councillors L Acland, I Barker, M Courtney, B Dahlberg, K Fulton, M Lawrey, P Matheson, B McGurk, G Noonan, M Rutledge, T Skinner and S Walker

In Attendance: Chief Executive (P Dougherty), Group Manager Infrastructure (A Louverdis), Group Manager Environmental Management (C Barton), Group Manager Community Services (R Ball), Group Manager Corporate Services (N Harrison), Group Manager Strategy and Communications (N McDonald), Team Leader Governance (R Byrne) and Youth Councillors (O Ransom and J Hamilton)

Apologies : Nil

Opening Prayer

Councillor Skinner gave the opening prayer.

1. Apologies

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. Councillor McGurk declared a non-pecuniary interest in the Community Housing section of Item 6 on the Agenda.

4. Public Forum

There was no public forum.

5. Confirmation of Minutes - Council 4 June 2019

Document number R10327, late items agenda pages 3 - 41 refer.

Resolved CL/2019/132

That the Council

- 1. Confirms the minutes of the meeting of Council, held on 4 June 2019, as a true and accurate record.***

Her Worship the Mayor/Walker

Carried

6. Adoption of the Annual Plan 2019/20, amendment to the Long Term Plan 2018-28 and setting of the rates for 2019/20

Document number R10278, agenda pages 15 - 173 refer.

Group Manager Corporate Services, Nikki Harrison, and Manager Strategy, Mark Tregurtha, presented the report. Ms Harrison tabled the following documents

- A2215394 NCC Long Term Plan 2018-28 amended pages
- A2215625 Long term Plan Audit opinion
- A2218600 Updated Table - Summary of Capital Expenditure Over \$100k 27 June 2019

Mr Tregurtha updated Council on the Community Housing consultation impacts on the Annual Plan and Long Term Plan. He noted that the Long Term Plan amendments were audited and an additional audit report would be included in the Long Term Plan 2018-28.

Ms Harrison talked through the additional changes to capital expenditure, these related to accounting for the Four Seasons building demolition, Elma Turner library redevelopment variance and the Joint Landfill upgrade not showing a variance. She noted these were changes to recording accounting calculations and there were no changes to the bottom line.

Ms Harrison answered questions on the local government cost index, debt servicing, rating growth and funding targets.

Chief Executive, Pat Dougherty, answered questions on consultation and the climate change emergency, he explained that Council passed a high level resolution to do some work but there was nothing to trigger a special consultative procedure.

The meeting adjourned from 10.05a.m. to 10.25a.m.

Future options for treatment of the Modellers Pond were discussed and Mr Dougherty explained that options would be put to Council in August, he expected this to stretch across multiple years and use capital and operational expenditure.

Resolved CL/2019/133

That the Council

- 1. Receives the report Adoption of the Annual Plan 2019/20, amendment to the Long Term Plan 2018-28 and setting of the rates for 2019/20 (R10278) and its attachments (A2213052, A2212773 and A2121185)***

Her Worship the Mayor/Fulton

Carried

Her Worship the Mayor Reese moved the officer's recommendation, seconded by Councillor McGurk.

Recommendation

That the Council

- 2. Adopts the Annual Plan 2019/20 (A2213052) pursuant to Section 95 of the Local Government Act 2002; and*
- 3. Delegates the Mayor and Chief Executive to make any necessary minor editorial amendments prior to the release of the Annual Plan 2019/20 to the public; and*
- 4. Sets the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing on 1 July 2019 and ending on 30 June 2020.*

The revenue approved below will be raised by the rates and charges that follow.

Revenue approved:

<i>General Rate</i>	<i>\$40,737,232</i>
<i>Uniform Annual General Charge</i>	<i>\$9,043,450</i>
<i>Stormwater and Flood Protection Charge</i>	<i>\$6,096,208</i>
<i>Waste Water Charge</i>	<i>\$8,719,184</i>
<i>Water Annual Charge</i>	<i>\$3,705,207</i>
<i>Water Volumetric Charge</i>	<i>\$8,645,483</i>
<i>Clean Heat Warm Homes and Solar Saver</i>	<i>\$402,996</i>

<i>Rates and Charges (excluding GST)</i>	<i>\$77,349,760</i>
<i>Goods and Services Tax (at the current rate)</i>	<i>\$11,602,464</i>
<i>Total Rates and Charges</i>	<i>\$88,952,224</i>

The rates and charges below are GST inclusive.

(1) General Rate

A general rate set under section 13 of the Local Government (Rating) Act 2002, assessed on a differential land value basis as described below:

- a rate of 0.51346 cents in the dollar of land value on every rating unit in the "residential – single unit" category.*
- a rate of 0.51346 cents in the dollar of land value on every rating unit in the "residential empty section" category.*
- a rate of 0.56481 cents in the dollar of land value on every rating unit in the "single residential unit forming part of a parent valuation, the remainder of which is non-rateable" category. This represents a plus 10% differential on land value.*
- a rate of 0.56481 cents in the dollar of land value on every rating unit in the "multi residential" category. This represents a plus 10% differential on land value.*
- a rate of 1.42382 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 100% commercial and industrial (occupied and empty) category. This represents a plus 177.3% differential on land value.*
- a rate of 1.19636 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 25% residential and 75% commercial" category. This represents a plus 133% differential on land value.*
- a rate of 0.96890 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 50% residential and 50% commercial" category. This represents a plus 88.7% differential on land value.*
- a rate of 0.74092 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 75% residential and 25%*

commercial" category. This represents a plus 44.3% differential on land value.

- a rate of 1.87208 cents in the dollar of land value on every rating unit in the "commercial inner city" subject to 100% commercial and industrial (occupied and empty) category. This represents a plus 264.6% differential on land value.*
- a rate of 1.53268 cents in the dollar of land value on every rating unit in the "commercial inner city subject to 25% residential and 75% commercial" category. This represents a plus 198.5% differential on land value.*
- a rate of 1.19277 cents in the dollar of land value on every rating unit in the "commercial inner city subject to 50% residential and 50% commercial" category. This represents a plus 132.3% differential on land value.*
- a rate of 0.85337 cents in the dollar of land value on every rating unit in the "commercial inner city subject to 75% residential and 25% commercial" category. This represents a plus 66.2% differential on land value.*
- a rate of 1.81765 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 100% commercial and industrial (occupied and empty)" category. This represents a plus 254% differential on land value.*
- a rate of 1.49160 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 25% residential and 75% commercial" category. This represents a plus 190.5% differential on land value.*
- a rate of 1.16555 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 50% residential and 50% commercial" category. This represents a plus 127% differential on land value.*
- a rate of 0.83951 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 75% residential and 25% commercial" category. This represents a plus 63.5% differential on land value.*
- a rate of 0.33375 cents in the dollar of land value on every rating unit in the "rural" category. This represents a minus 35% differential on land value.*
- a rate of 0.46211 cents in the dollar of land value on every rating unit in the "small holding" category. This represents a minus 10% differential on land value.*

(2) Uniform Annual General Charge

A uniform annual general charge under section 15 of the Local Government (Rating) Act 2002 of \$435.22 per separately used or inhabited part of a rating unit.

(3) Stormwater and Flood Protection Charge

A targeted rate under section 16 of the Local Government (Rating) Act 2002 of \$330.47 per rating unit, this rate is payable by all ratepayers excluding rural rating units, rating units east of the Gentle Annie saddle, Saxton's Island and Council's stormwater network.

(4) Waste Water Charge

A targeted rate for waste water disposal under section 16 of the Local Government (Rating) Act 2002 of:

- \$477.93 per separately used or inhabited part of a residential, multi residential, rural and small holding rating units that is connected either directly or through a private drain to a public waste water drain.*
- For commercial rating units, a waste water charge of \$119.48 per separately used or inhabited part of a rating unit that is connected either directly or through a private drain to a public waste water drain. Note: a "trade" waste charge will also be levied.*

(5) Water Annual Charge

A targeted rate for water supply under Section 16 of the Local Government (Rating) Act 2002, of:

<i>Water charge (per connection)</i>	<i>\$200.40</i>
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(6) Water Volumetric Rate

A targeted rate for water provided under Section 19 of the Local Government (Rating) Act 2002, of:

Price of water:

<i>Usage up to 10,000 cu.m/year</i>	<i>\$2.137 per m³</i>
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<i>Usage from 10,001 – 100,000 cu.m/year</i>	<i>\$1.883 per m³</i>
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<i>Usage over 100,000 cu.m/year</i>	<i>\$1.486 per m³</i>
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<i>Summer irrigation usage over 10,000 cu.m/year</i>	<i>\$2.010 per m³</i>
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(7) Clean Heat Warm Homes

A targeted rate per separately used or inhabited part of a rating unit that has been provided with home insulation and/or a heater to replace a non-complying solid fuel burner under Section 16 of the Local Government (Rating) Act 2002 in accordance with agreement of the original ratepayer, of:

- *For properties levied the Clean Heat Warm Homes as a result of agreements entered into after 1 July 2011, the targeted rate for each year for 10 years will be the total cost of the installed works excluding GST, divided by 10, plus GST.*
- *For properties levied the Clean Heat Warm Homes as a result of agreements entered into prior to 1 July 2011 the targeted rate of:*

<i>Loan Assistance Range</i>	<i>Installation after 30 Sept 2010</i>	<i>Completed prior to 30 Sept 2010</i>
<i>\$1,400 to \$1,599</i>	<i>\$140.00</i>	<i>\$143.11</i>
<i>\$1,600 to \$1,799</i>	<i>\$160.00</i>	<i>\$163.56</i>
<i>\$1,800 to \$1,999</i>	<i>\$180.00</i>	<i>\$184.00</i>
<i>\$2,000 to \$2,199</i>	<i>\$200.00</i>	<i>\$204.44</i>
<i>\$2,200 to \$2,399</i>	<i>\$220.00</i>	<i>\$224.89</i>
<i>\$2,400 to \$2,599</i>	<i>\$240.00</i>	<i>\$245.34</i>
<i>\$2,600 to \$2,799</i>	<i>\$260.00</i>	<i>\$265.78</i>
<i>\$2,800 to \$2,999</i>	<i>\$280.00</i>	<i>\$286.22</i>
<i>\$3,000 to \$3,199</i>	<i>\$300.00</i>	<i>\$306.67</i>
<i>\$3,200 to \$3,399</i>	<i>\$320.00</i>	<i>\$327.11</i>
<i>\$3,400 to \$3,599</i>	<i>\$340.00</i>	<i>\$347.56</i>
<i>\$3,600 to \$3,799</i>	<i>\$360.00</i>	<i>\$368.00</i>
<i>\$3,800 to \$3,999</i>	<i>\$380.00</i>	<i>\$388.44</i>
<i>\$4,000 to \$4,199</i>	<i>\$400.00</i>	<i>\$408.89</i>
<i>\$4,200 to \$4,399</i>	<i>\$420.00</i>	<i>\$429.34</i>
<i>\$4,400 to \$4,599</i>	<i>\$440.00</i>	<i>\$449.78</i>
<i>\$4,600 to \$4,799</i>	<i>\$460.00</i>	<i>\$470.22</i>
<i>\$4,800 to \$4,999</i>	<i>\$480.00</i>	<i>\$490.67</i>

(8) Solar Hot Water Systems

A targeted rate for any separately used or inhabited parts of a rating unit that has been provided with financial assistance to install a solar hot water system under Section 16 of the Local Government (Rating) Act 2002 in accordance with agreement of the original ratepayer, of the following factors on the extent of provision of

service (net cost of the work including GST after deducting EECA grant, plus funding cost):

- *0.14964 (including GST) for agreements entered into prior to 1 July 2011, multiplied by the Net Cost of the Work adjusted for any increased GST.*
- *0.13847 (including GST) for agreements entered into after 1 July 2011 multiplied by the Net Cost of the Work.*

Other Rating Information:

Due Dates for Payment of Rates

The above rates (excluding water volumetric rates) are payable at the Nelson City Council office, 110 Trafalgar Street, Nelson and shall be payable in four instalments on the following dates:

<i>Instalment Number</i>	<i>Instalment Due Date</i>	<i>Last Date for Payment</i>	<i>Penalty Date</i>
<i>Instalment 1</i>	<i>1 August 2019</i>	<i>20 August 2019</i>	<i>26 August 2019</i>
<i>Instalment 2</i>	<i>1 November 2019</i>	<i>20 November 2019</i>	<i>26 November 2019</i>
<i>Instalment 3</i>	<i>1 February 2020</i>	<i>20 February 2020</i>	<i>26 February 2020</i>
<i>Instalment 4</i>	<i>1 May 2020</i>	<i>20 May 2020</i>	<i>26 May 2020</i>

Rates instalments not paid on or by the Last Date for payment above will incur penalties as detailed in the section "Penalty on Rates".

Due Dates for Payment of Water Volumetric Rates

Residential water volumetric rates are payable at the Nelson City Council office, 110 Trafalgar Street, Nelson and shall be payable on the following dates:

<i>Billing Month</i>	<i>Last Date for Payment</i>	<i>Penalty Date</i>
<i>July 2019</i>	<i>20 September 2019</i>	<i>26 September 2019</i>
<i>August 2019</i>	<i>20 September 2019</i>	<i>26 September 2019</i>
<i>September 2019</i>	<i>21 October 2019</i>	<i>25 October 2019</i>
<i>October 2019</i>	<i>20 December 2019</i>	<i>8 January 2020</i>
<i>November 2019</i>	<i>20 December 2019</i>	<i>8 January 2020</i>
<i>December 2019</i>	<i>20 January 2020</i>	<i>24 January 2020</i>
<i>January 2020</i>	<i>20 March 2020</i>	<i>26 March 2020</i>
<i>February 2020</i>	<i>20 March 2020</i>	<i>26 March 2020</i>
<i>March 2020</i>	<i>20 April 2020</i>	<i>24 April 2020</i>
<i>April 2020</i>	<i>22 June 2020</i>	<i>26 June 2020</i>
<i>May 2020</i>	<i>22 June 2020</i>	<i>26 June 2020</i>
<i>June 2020</i>	<i>20 July 2020</i>	<i>24 July 2020</i>

Special (final) water volumetric rates will be payable 14 days from the invoice date of the special (final) water reading as shown on the water invoice.

Commercial water volumetric rates are payable at the Nelson City Council office, 110 Trafalgar Street, Nelson and shall be payable on the following dates:

<i>Billing Month</i>	<i>Last Date for Payment</i>	<i>Penalty Date</i>
<i>July 2019</i>	<i>20 August 2019</i>	<i>26 August 2019</i>
<i>August 2019</i>	<i>20 September 2019</i>	<i>26 September 2019</i>
<i>September 2019</i>	<i>21 October 2019</i>	<i>25 October 2019</i>
<i>October 2019</i>	<i>20 November 2019</i>	<i>26 November 2019</i>
<i>November 2019</i>	<i>20 December 2019</i>	<i>8 January 2020</i>
<i>December 2019</i>	<i>20 January 2020</i>	<i>24 January 2020</i>
<i>January 2020</i>	<i>20 February 2020</i>	<i>26 February 2020</i>
<i>February 2020</i>	<i>20 March 2020</i>	<i>26 March 2020</i>
<i>March 2020</i>	<i>20 April 2020</i>	<i>24 April 2020</i>
<i>April 2020</i>	<i>20 May 2020</i>	<i>26 May 2020</i>
<i>May 2020</i>	<i>22 June 2020</i>	<i>26 June 2020</i>
<i>June 2020</i>	<i>20 July 2020</i>	<i>24 July 2020</i>

Penalty on Rates

Pursuant to Sections 57 and 58 of the Local Government (Rating) Act 2002, the council authorises the following penalties on unpaid rates (excluding volumetric water rate accounts) and delegates authority to the Group Manager Corporate Services to apply them:

- a charge of 10% of the amount of each rate instalment remaining unpaid on the penalty date as shown in the above table and also shown on each rate instalment notice.*
- a charge of 10% will be added on 5 July 2019 to any balance from a previous rating year (including penalties previously charged) remaining outstanding on 4 July 2019.*
- a further additional charge of 10% will be added on 8 January 2020 to any balance from a previous rating year (including penalties previously charged) remaining outstanding on 7 January 2020.*

Penalty on Water Volumetric Rates

Pursuant to Sections 57 and 58 of the Local Government (Rating) Act 2002, the council authorises the following penalties on unpaid volumetric water rates and delegates authority to the Group Manager Corporate Services to apply them:

- a charge of 10% of the amount of each volumetric water rate account remaining unpaid on the penalty date as shown in the above table and also shown on each volumetric water rate account.*

Penalty Remission

In accordance with Council's rate remission policy, the Council will approve the remission of the penalty added on instalment one due to late payment provided the total annual rates are paid in full by 20 November 2019. If full payment of the annual rates is not paid by 20 November 2019 the penalties relating to the first instalment outlined above will apply.

The above penalties will not be charged where Council has agreed to a programme for payment of outstanding rates.

The Group Manager Corporate Services is given discretion to remit rates penalties either in whole or part in accordance with Council's approved rates remission policy, as may be amended from time to time.

Discount on Rates

Pursuant to Section 55 of the Local Government (Rating) Act 2002, the Council will allow a discount of 2.0 percent of the total rates (excluding volumetric water rates) where a ratepayer pays the year's rates in full on or before the Last Date for Payment for instalment one being 20 August 2019.

Payment of Rates

The rates shall be payable at the Council offices, Civic House, 110 Trafalgar Street, Nelson between the hours of 8.30am to 5.00pm Monday, Tuesday, Wednesday and Friday and 9.00am to 5.00pm Thursday.

Where any payment is made by a ratepayer that is less than the amount now payable, the Council will apply the payment firstly to any rates outstanding from previous rating years and then proportionately across all current year rates due; and

- 5. Adopts the amendments to the Long Term Plan 2018-28 (A2212773) pursuant to Section 93 of the Local Government Act 2002; and*
- 6. Delegates the Mayor and Chief Executive to make any necessary minor editorial amendments prior to the release of the amended Long Term Plan 2018-28 to the public.*

Her Worship the Mayor/McGurk

Councillor Courtney, seconded by Councillor Barker moved an amendment to include consultation on expenditure related to climate change (new resolution clause 6).

Point of Order: During debate a point of order was raised by Her Worship the Mayor against Councillor Barker, regarding a statement that was misleading. Councillor Barker withdrew the statement and apologised.

The meeting adjourned from 11.08a.m. to 11.10a.m.

The amendment was put and a division was called.

Recommendation

That the Council

2. *Adopts the Annual Plan 2019/20 (A2213052) pursuant to Section 95 of the Local Government Act 2002; and*
3. *Delegates the Mayor and Chief Executive to make any necessary minor editorial amendments prior to the release of the Annual Plan 2019/20 to the public; and*
4. *Sets the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing on 1 July 2019 and ending on 30 June 2020.*

The revenue approved below will be raised by the rates and charges that follow.

Revenue approved:

<i>General Rate</i>	<i>\$40,737,232</i>
<i>Uniform Annual General Charge</i>	<i>\$9,043,450</i>
<i>Stormwater and Flood Protection Charge</i>	<i>\$6,096,208</i>
<i>Waste Water Charge</i>	<i>\$8,719,184</i>
<i>Water Annual Charge</i>	<i>\$3,705,207</i>
<i>Water Volumetric Charge</i>	<i>\$8,645,483</i>
<i>Clean Heat Warm Homes and Solar Saver</i>	<i>\$402,996</i>
<i>Rates and Charges (excluding GST)</i>	<i>\$77,349,760</i>
<i>Goods and Services Tax (at the current rate)</i>	<i>\$11,602,464</i>
<i>Total Rates and Charges</i>	<i>\$88,952,224</i>

The rates and charges below are GST inclusive.

(1) General Rate

A general rate set under section 13 of the Local Government (Rating) Act 2002, assessed on a differential land value basis as described below:

- a rate of 0.51346 cents in the dollar of land value on every rating unit in the "residential – single unit" category.*
- a rate of 0.51346 cents in the dollar of land value on every rating unit in the "residential empty section" category.*
- a rate of 0.56481 cents in the dollar of land value on every rating unit in the "single residential unit forming part of a parent valuation, the remainder of which is non-rateable" category. This represents a plus 10% differential on land value.*
- a rate of 0.56481 cents in the dollar of land value on every rating unit in the "multi residential" category. This represents a plus 10% differential on land value.*
- a rate of 1.42382 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 100% commercial and industrial (occupied and empty) category. This represents a plus 177.3% differential on land value.*
- a rate of 1.19636 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 25% residential and 75% commercial" category. This represents a plus 133% differential on land value.*
- a rate of 0.96890 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 50% residential and 50% commercial" category. This represents a plus 88.7% differential on land value.*
- a rate of 0.74092 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 75% residential and 25% commercial" category. This represents a plus 44.3% differential on land value.*
- a rate of 1.87208 cents in the dollar of land value on every rating unit in the "commercial inner city" subject to 100% commercial and industrial (occupied and empty) category. This represents a plus 264.6% differential on land value.*
- a rate of 1.53268 cents in the dollar of land value on every rating unit in the "commercial inner city subject to 25%*

residential and 75% commercial" category. This represents a plus 198.5% differential on land value.

- a rate of 1.19277 cents in the dollar of land value on every rating unit in the "commercial inner city subject to 50% residential and 50% commercial" category. This represents a plus 132.3% differential on land value.*
- a rate of 0.85337 cents in the dollar of land value on every rating unit in the "commercial inner city subject to 75% residential and 25% commercial" category. This represents a plus 66.2% differential on land value.*
- a rate of 1.81765 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 100% commercial and industrial (occupied and empty)" category. This represents a plus 254% differential on land value.*
- a rate of 1.49160 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 25% residential and 75% commercial" category. This represents a plus 190.5% differential on land value.*
- a rate of 1.16555 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 50% residential and 50% commercial" category. This represents a plus 127% differential on land value.*
- a rate of 0.83951 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 75% residential and 25% commercial" category. This represents a plus 63.5% differential on land value.*
- a rate of 0.33375 cents in the dollar of land value on every rating unit in the "rural" category. This represents a minus 35% differential on land value.*
- a rate of 0.46211 cents in the dollar of land value on every rating unit in the "small holding" category. This represents a minus 10% differential on land value.*

(2) Uniform Annual General Charge

A uniform annual general charge under section 15 of the Local Government (Rating) Act 2002 of \$435.22 per separately used or inhabited part of a rating unit.

(3) Stormwater and Flood Protection Charge

A targeted rate under section 16 of the Local Government (Rating) Act 2002 of \$330.47 per rating unit, this rate is payable by all ratepayers excluding rural rating units, rating units east of the

Gentle Annie saddle, Saxton's Island and Council's stormwater network.

(4) Waste Water Charge

A targeted rate for waste water disposal under section 16 of the Local Government (Rating) Act 2002 of:

- \$477.93 per separately used or inhabited part of a residential, multi residential, rural and small holding rating units that is connected either directly or through a private drain to a public waste water drain.*
- For commercial rating units, a waste water charge of \$119.48 per separately used or inhabited part of a rating unit that is connected either directly or through a private drain to a public waste water drain. Note: a "trade" waste charge will also be levied.*

(5) Water Annual Charge

A targeted rate for water supply under Section 16 of the Local Government (Rating) Act 2002, of:

<i>Water charge (per connection)</i>	<i>\$200.40</i>
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(6) Water Volumetric Rate

A targeted rate for water provided under Section 19 of the Local Government (Rating) Act 2002, of:

Price of water:

<i>Usage up to 10,000 cu.m/year</i>	<i>\$2.137 per m³</i>
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<i>Usage from 10,001 – 100,000 cu.m/year</i>	<i>\$1.883 per m³</i>
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<i>Usage over 100,000 cu.m/year</i>	<i>\$1.486 per m³</i>
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<i>Summer irrigation usage over 10,000 cu.m/year</i>	<i>\$2.010 per m³</i>
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(7) Clean Heat Warm Homes

A targeted rate per separately used or inhabited part of a rating unit that has been provided with home insulation and/or a heater to replace a non-complying solid fuel burner under Section 16 of the Local Government (Rating) Act 2002 in accordance with agreement of the original ratepayer, of:

- For properties levied the Clean Heat Warm Homes as a result of agreements entered into after 1 July 2011, the*

targeted rate for each year for 10 years will be the total cost of the installed works excluding GST, divided by 10, plus GST.

- *For properties levied the Clean Heat Warm Homes as a result of agreements entered into prior to 1 July 2011 the targeted rate of:*

<i>Loan Assistance Range</i>	<i>Installation after 30 Sept 2010</i>	<i>Completed prior to 30 Sept 2010</i>
<i>\$1,400 to \$1,599</i>	<i>\$140.00</i>	<i>\$143.11</i>
<i>\$1,600 to \$1,799</i>	<i>\$160.00</i>	<i>\$163.56</i>
<i>\$1,800 to \$1,999</i>	<i>\$180.00</i>	<i>\$184.00</i>
<i>\$2,000 to \$2,199</i>	<i>\$200.00</i>	<i>\$204.44</i>
<i>\$2,200 to \$2,399</i>	<i>\$220.00</i>	<i>\$224.89</i>
<i>\$2,400 to \$2,599</i>	<i>\$240.00</i>	<i>\$245.34</i>
<i>\$2,600 to \$2,799</i>	<i>\$260.00</i>	<i>\$265.78</i>
<i>\$2,800 to \$2,999</i>	<i>\$280.00</i>	<i>\$286.22</i>
<i>\$3,000 to \$3,199</i>	<i>\$300.00</i>	<i>\$306.67</i>
<i>\$3,200 to \$3,399</i>	<i>\$320.00</i>	<i>\$327.11</i>
<i>\$3,400 to \$3,599</i>	<i>\$340.00</i>	<i>\$347.56</i>
<i>\$3,600 to \$3,799</i>	<i>\$360.00</i>	<i>\$368.00</i>
<i>\$3,800 to \$3,999</i>	<i>\$380.00</i>	<i>\$388.44</i>
<i>\$4,000 to \$4,199</i>	<i>\$400.00</i>	<i>\$408.89</i>
<i>\$4,200 to \$4,399</i>	<i>\$420.00</i>	<i>\$429.34</i>
<i>\$4,400 to \$4,599</i>	<i>\$440.00</i>	<i>\$449.78</i>
<i>\$4,600 to \$4,799</i>	<i>\$460.00</i>	<i>\$470.22</i>
<i>\$4,800 to \$4,999</i>	<i>\$480.00</i>	<i>\$490.67</i>

(8) Solar Hot Water Systems

A targeted rate for any separately used or inhabited parts of a rating unit that has been provided with financial assistance to install a solar hot water system under Section 16 of the Local Government (Rating) Act 2002 in accordance with agreement of the original ratepayer, of the following factors on the extent of provision of service (net cost of the work including GST after deducting EECA grant, plus funding cost):

- *0.14964 (including GST) for agreements entered into prior to 1 July 2011, multiplied by the Net Cost of the Work adjusted for any increased GST.*
- *0.13847 (including GST) for agreements entered into after 1 July 2011 multiplied by the Net Cost of the Work.*

Other Rating Information:

Due Dates for Payment of Rates

The above rates (excluding water volumetric rates) are payable at the Nelson City Council office, 110 Trafalgar Street, Nelson and shall be payable in four instalments on the following dates:

<i>Instalment Number</i>	<i>Instalment Due Date</i>	<i>Last Date for Payment</i>	<i>Penalty Date</i>
<i>Instalment 1</i>	<i>1 August 2019</i>	<i>20 August 2019</i>	<i>26 August 2019</i>
<i>Instalment 2</i>	<i>1 November 2019</i>	<i>20 November 2019</i>	<i>26 November 2019</i>
<i>Instalment 3</i>	<i>1 February 2020</i>	<i>20 February 2020</i>	<i>26 February 2020</i>
<i>Instalment 4</i>	<i>1 May 2020</i>	<i>20 May 2020</i>	<i>26 May 2020</i>

Rates instalments not paid on or by the Last Date for payment above will incur penalties as detailed in the section "Penalty on Rates".

Due Dates for Payment of Water Volumetric Rates

Residential water volumetric rates are payable at the Nelson City Council office, 110 Trafalgar Street, Nelson and shall be payable on the following dates:

<i>Billing Month</i>	<i>Last Date for Payment</i>	<i>Penalty Date</i>
<i>July 2019</i>	<i>20 September 2019</i>	<i>26 September 2019</i>
<i>August 2019</i>	<i>20 September 2019</i>	<i>26 September 2019</i>
<i>September 2019</i>	<i>21 October 2019</i>	<i>25 October 2019</i>
<i>October 2019</i>	<i>20 December 2019</i>	<i>8 January 2020</i>
<i>November 2019</i>	<i>20 December 2019</i>	<i>8 January 2020</i>
<i>December 2019</i>	<i>20 January 2020</i>	<i>24 January 2020</i>
<i>January 2020</i>	<i>20 March 2020</i>	<i>26 March 2020</i>
<i>February 2020</i>	<i>20 March 2020</i>	<i>26 March 2020</i>
<i>March 2020</i>	<i>20 April 2020</i>	<i>24 April 2020</i>
<i>April 2020</i>	<i>22 June 2020</i>	<i>26 June 2020</i>
<i>May 2020</i>	<i>22 June 2020</i>	<i>26 June 2020</i>
<i>June 2020</i>	<i>20 July 2020</i>	<i>24 July 2020</i>

Special (final) water volumetric rates will be payable 14 days from the invoice date of the special (final) water reading as shown on the water invoice.

Commercial water volumetric rates are payable at the Nelson City Council office, 110 Trafalgar Street, Nelson and shall be payable on the following dates:

<i>Billing Month</i>	<i>Last Date for Payment</i>	<i>Penalty Date</i>
<i>July 2019</i>	<i>20 August 2019</i>	<i>26 August 2019</i>
<i>August 2019</i>	<i>20 September 2019</i>	<i>26 September 2019</i>
<i>September 2019</i>	<i>21 October 2019</i>	<i>25 October 2019</i>
<i>October 2019</i>	<i>20 November 2019</i>	<i>26 November 2019</i>
<i>November 2019</i>	<i>20 December 2019</i>	<i>8 January 2020</i>
<i>December 2019</i>	<i>20 January 2020</i>	<i>24 January 2020</i>
<i>January 2020</i>	<i>20 February 2020</i>	<i>26 February 2020</i>
<i>February 2020</i>	<i>20 March 2020</i>	<i>26 March 2020</i>
<i>March 2020</i>	<i>20 April 2020</i>	<i>24 April 2020</i>

<i>April 2020</i>	<i>20 May 2020</i>	<i>26 May 2020</i>
<i>May 2020</i>	<i>22 June 2020</i>	<i>26 June 2020</i>
<i>June 2020</i>	<i>20 July 2020</i>	<i>24 July 2020</i>

Penalty on Rates

Pursuant to Sections 57 and 58 of the Local Government (Rating) Act 2002, the council authorises the following penalties on unpaid rates (excluding volumetric water rate accounts) and delegates authority to the Group Manager Corporate Services to apply them:

- a charge of 10% of the amount of each rate instalment remaining unpaid on the penalty date as shown in the above table and also shown on each rate instalment notice.*
- a charge of 10% will be added on 5 July 2019 to any balance from a previous rating year (including penalties previously charged) remaining outstanding on 4 July 2019.*
- a further additional charge of 10% will be added on 8 January 2020 to any balance from a previous rating year (including penalties previously charged) remaining outstanding on 7 January 2020.*

Penalty on Water Volumetric Rates

Pursuant to Sections 57 and 58 of the Local Government (Rating) Act 2002, the council authorises the following penalties on unpaid volumetric water rates and delegates authority to the Group Manager Corporate Services to apply them:

- a charge of 10% of the amount of each volumetric water rate account remaining unpaid on the penalty date as shown in the above table and also shown on each volumetric water rate account.*

Penalty Remission

In accordance with Council's rate remission policy, the Council will approve the remission of the penalty added on instalment one due to late payment provided the total annual rates are paid in full by 20 November 2019. If full payment of the annual rates is not paid by 20 November 2019 the penalties relating to the first instalment outlined above will apply.

The above penalties will not be charged where Council has agreed to a programme for payment of outstanding rates.

The Group Manager Corporate Services is given discretion to remit rates penalties either in whole or part in accordance with Council's

approved rates remission policy, as may be amended from time to time.

Discount on Rates

Pursuant to Section 55 of the Local Government (Rating) Act 2002, the Council will allow a discount of 2.0 percent of the total rates (excluding volumetric water rates) where a ratepayer pays the year's rates in full on or before the Last Date for Payment for instalment one being 20 August 2019.

Payment of Rates

The rates shall be payable at the Council offices, Civic House, 110 Trafalgar Street, Nelson between the hours of 8.30am to 5.00pm Monday, Tuesday, Wednesday and Friday and 9.00am to 5.00pm Thursday.

Where any payment is made by a ratepayer that is less than the amount now payable, the Council will apply the payment firstly to any rates outstanding from previous rating years and then proportionately across all current year rates due; and

5. *Adopts the amendments to the Long Term Plan 2018-28 (A2212773) pursuant to Section 93 of the Local Government Act 2002; and*
6. *Consults with the community before actioning the extra operational expenditure of \$124,500 and the setting aside of a reserve of \$500,000 coming from Port Nelson Limited special dividend.*
7. *Delegates the Mayor and Chief Executive to make any necessary minor editorial amendments prior to the release of the amended Long Term Plan 2018-28 to the public.*

The amendment was put and a division was called:

<u>For</u>	<u>Against</u>
Cr Barker	Her Worship the Mayor Reese
Cr Courtney	(Chairperson)
Cr Dahlberg	Cr Acland
Cr Noonan	Cr Fulton
Cr Skinner	Cr Lawrey
	Cr Matheson
	Cr McGurk
	Cr Rutledge
	Cr Walker

The amendment was lost 5 - 8.

Courtney/Barker

The substantive motion was debated.

Point of Order: A point of order regarding misinformation was raised by Councillor Skinner against Councillor Dahlberg, in the comment that a request from Natureland Trust was ignored by elected members. The point of order was upheld. Councillor Dahlberg withdrew the comment.

Attendance: Councillor Rutledge left the meeting from 12.01pm to 12.04p.m.

The substantive motion was put and a division was called.

Resolved CL/2019/134

That the Council

- 2. Adopts the Annual Plan 2019/20 (A2213052) pursuant to Section 95 of the Local Government Act 2002; and***
- 3. Delegates the Mayor and Chief Executive to make any necessary minor editorial amendments prior to the release of the Annual Plan 2019/20 to the public; and***
- 4. Sets the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing on 1 July 2019 and ending on 30 June 2020.***

The revenue approved below will be raised by the rates and charges that follow.

Revenue approved:

<i>General Rate</i>	<i>\$40,737,232</i>
<i>Uniform Annual General Charge</i>	<i>\$9,043,450</i>
<i>Stormwater and Flood Protection Charge</i>	<i>\$6,096,208</i>
<i>Waste Water Charge</i>	<i>\$8,719,184</i>
<i>Water Annual Charge</i>	<i>\$3,705,207</i>
<i>Water Volumetric Charge</i>	<i>\$8,645,483</i>
<i>Clean Heat Warm Homes and Solar Saver</i>	<i>\$402,996</i>
<i>Rates and Charges (excluding GST)</i>	<i>\$77,349,760</i>
<i>Goods and Services Tax (at the current rate)</i>	<i>\$11,602,464</i>
<i>Total Rates and Charges</i>	<i>\$88,952,224</i>

The rates and charges below are GST inclusive.

(1) General Rate

A general rate set under section 13 of the Local Government (Rating) Act 2002, assessed on a differential land value basis as described below:

- ***a rate of 0.51346 cents in the dollar of land value on every rating unit in the "residential – single unit" category.***
- ***a rate of 0.51346 cents in the dollar of land value on every rating unit in the "residential empty section" category.***
- ***a rate of 0.56481 cents in the dollar of land value on every rating unit in the "single residential unit forming part of a parent valuation, the remainder of which is non-rateable" category. This represents a plus 10% differential on land value.***
- ***a rate of 0.56481 cents in the dollar of land value on every rating unit in the "multi residential" category. This represents a plus 10% differential on land value.***
- ***a rate of 1.42382 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 100% commercial and industrial (occupied and empty) category. This represents a plus 177.3% differential on land value.***
- ***a rate of 1.19636 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 25% residential and 75% commercial" category. This represents a plus 133% differential on land value.***
- ***a rate of 0.96890 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 50% residential and 50% commercial" category. This represents a plus 88.7% differential on land value.***
- ***a rate of 0.74092 cents in the dollar of land value on every rating unit in the "commercial – excluding inner city and Stoke commercial" subject to 75% residential and 25% commercial" category. This represents a plus 44.3% differential on land value.***
- ***a rate of 1.87208 cents in the dollar of land value on every rating unit in the "commercial inner city"***

subject to 100% commercial and industrial (occupied and empty) category. This represents a plus 264.6% differential on land value.

- ***a rate of 1.53268 cents in the dollar of land value on every rating unit in the "commercial inner city subject to 25% residential and 75% commercial" category. This represents a plus 198.5% differential on land value.***
- ***a rate of 1.19277 cents in the dollar of land value on every rating unit in the "commercial inner city subject to 50% residential and 50% commercial" category. This represents a plus 132.3% differential on land value.***
- ***a rate of 0.85337 cents in the dollar of land value on every rating unit in the "commercial inner city subject to 75% residential and 25% commercial" category. This represents a plus 66.2% differential on land value.***
- ***a rate of 1.81765 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 100% commercial and industrial (occupied and empty)" category. This represents a plus 254% differential on land value.***
- ***a rate of 1.49160 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 25% residential and 75% commercial" category. This represents a plus 190.5% differential on land value.***
- ***a rate of 1.16555 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 50% residential and 50% commercial" category. This represents a plus 127% differential on land value.***
- ***a rate of 0.83951 cents in the dollar of land value on every rating unit in the "Stoke commercial subject to 75% residential and 25% commercial" category. This represents a plus 63.5% differential on land value.***
- ***a rate of 0.33375 cents in the dollar of land value on every rating unit in the "rural" category. This represents a minus 35% differential on land value.***
- ***a rate of 0.46211 cents in the dollar of land value on every rating unit in the "small holding" category.***

This represents a minus 10% differential on land value.

(2) Uniform Annual General Charge

A uniform annual general charge under section 15 of the Local Government (Rating) Act 2002 of \$435.22 per separately used or inhabited part of a rating unit.

(3) Stormwater and Flood Protection Charge

A targeted rate under section 16 of the Local Government (Rating) Act 2002 of \$330.47 per rating unit, this rate is payable by all ratepayers excluding rural rating units, rating units east of the Gentle Annie saddle, Saxton's Island and Council's stormwater network.

(4) Waste Water Charge

A targeted rate for waste water disposal under section 16 of the Local Government (Rating) Act 2002 of:

- \$477.93 per separately used or inhabited part of a residential, multi residential, rural and small holding rating units that is connected either directly or through a private drain to a public waste water drain.***
- For commercial rating units, a waste water charge of \$119.48 per separately used or inhabited part of a rating unit that is connected either directly or through a private drain to a public waste water drain. Note: a "trade" waste charge will also be levied.***

(5) Water Annual Charge

A targeted rate for water supply under Section 16 of the Local Government (Rating) Act 2002, of:

Water charge (per connection) \$200.40

(6) Water Volumetric Rate

A targeted rate for water provided under Section 19 of the Local Government (Rating) Act 2002, of:

Price of water:

Usage up to 10,000 cu.m/year \$2.137 per m³

Usage from 10,001 – 100,000 cu.m/year \$1.883 per m³

Usage over 100,000 cu.m/year \$1.486 per m³

**Summer irrigation usage over
10,000 cu.m/year \$2.010 per m³**

(7) Clean Heat Warm Homes

A targeted rate per separately used or inhabited part of a rating unit that has been provided with home insulation and/or a heater to replace a non-complying solid fuel burner under Section 16 of the Local Government (Rating) Act 2002 in accordance with agreement of the original ratepayer, of:

- **For properties levied the Clean Heat Warm Homes as a result of agreements entered into after 1 July 2011, the targeted rate for each year for 10 years will be the total cost of the installed works excluding GST, divided by 10, plus GST.**
- **For properties levied the Clean Heat Warm Homes as a result of agreements entered into prior to 1 July 2011 the targeted rate of:**

Loan Assistance Range	Installation after 30 Sept 2010	Completed prior to 30 Sept 2010
\$1,400 to \$1,599	\$140.00	\$143.11
\$1,600 to \$1,799	\$160.00	\$163.56
\$1,800 to \$1,999	\$180.00	\$184.00
\$2,000 to \$2,199	\$200.00	\$204.44
\$2,200 to \$2,399	\$220.00	\$224.89
\$2,400 to \$2,599	\$240.00	\$245.34
\$2,600 to \$2,799	\$260.00	\$265.78
\$2,800 to \$2,999	\$280.00	\$286.22
\$3,000 to \$3,199	\$300.00	\$306.67
\$3,200 to \$3,399	\$320.00	\$327.11
\$3,400 to \$3,599	\$340.00	\$347.56
\$3,600 to \$3,799	\$360.00	\$368.00
\$3,800 to \$3,999	\$380.00	\$388.44
\$4,000 to \$4,199	\$400.00	\$408.89
\$4,200 to \$4,399	\$420.00	\$429.34
\$4,400 to \$4,599	\$440.00	\$449.78
\$4,600 to \$4,799	\$460.00	\$470.22
\$4,800 to \$4,999	\$480.00	\$490.67

(8) Solar Hot Water Systems

A targeted rate for any separately used or inhabited parts of a rating unit that has been provided with financial assistance to install a solar hot water system under Section 16 of the Local Government (Rating) Act 2002 in accordance with agreement of the original ratepayer, of the following factors on the extent of provision of service (net cost of the work including GST after deducting EECA grant, plus funding cost):

- **0.14964 (including GST) for agreements entered into prior to 1 July 2011, multiplied by the Net Cost of the Work adjusted for any increased GST.**
- **0.13847 (including GST) for agreements entered into after 1 July 2011 multiplied by the Net Cost of the Work.**

Other Rating Information:

Due Dates for Payment of Rates

The above rates (excluding water volumetric rates) are payable at the Nelson City Council office, 110 Trafalgar Street, Nelson and shall be payable in four instalments on the following dates:

Instalment Number	Instalment Due Date	Last Date for Payment	Penalty Date
Instalment 1	1 August 2019	20 August 2019	26 August 2019
Instalment 2	1 November 2019	20 November 2019	26 November 2019
Instalment 3	1 February 2020	20 February 2020	26 February 2020
Instalment 4	1 May 2020	20 May 2020	26 May 2020

Rates instalments not paid on or by the Last Date for payment above will incur penalties as detailed in the section "Penalty on Rates".

Due Dates for Payment of Water Volumetric Rates

Residential water volumetric rates are payable at the Nelson City Council office, 110 Trafalgar Street, Nelson and shall be payable on the following dates:

Billing Month	Last Date for Payment	Penalty Date
July 2019	20 September 2019	26 September 2019
August 2019	20 September 2019	26 September 2019
September 2019	21 October 2019	25 October 2019
October 2019	20 December 2019	8 January 2020
November 2019	20 December 2019	8 January 2020
December 2019	20 January 2020	24 January 2020
January 2020	20 March 2020	26 March 2020
February 2020	20 March 2020	26 March 2020

March 2020	20 April 2020	24 April 2020
April 2020	22 June 2020	26 June 2020
May 2020	22 June 2020	26 June 2020
June 2020	20 July 2020	24 July 2020

Special (final) water volumetric rates will be payable 14 days from the invoice date of the special (final) water reading as shown on the water invoice.

Commercial water volumetric rates are payable at the Nelson City Council office, 110 Trafalgar Street, Nelson and shall be payable on the following dates:

Billing Month	Last Date for Payment	Penalty Date
July 2019	20 August 2019	26 August 2019
August 2019	20 September 2019	26 September 2019
September 2019	21 October 2019	25 October 2019
October 2019	20 November 2019	26 November 2019
November 2019	20 December 2019	8 January 2020
December 2019	20 January 2020	24 January 2020
January 2020	20 February 2020	26 February 2020
February 2020	20 March 2020	26 March 2020
March 2020	20 April 2020	24 April 2020
April 2020	20 May 2020	26 May 2020
May 2020	22 June 2020	26 June 2020
June 2020	20 July 2020	24 July 2020

Penalty on Rates

Pursuant to Sections 57 and 58 of the Local Government (Rating) Act 2002, the council authorises the following penalties on unpaid rates (excluding volumetric water rate accounts) and delegates authority to the Group Manager Corporate Services to apply them:

- a charge of 10% of the amount of each rate instalment remaining unpaid on the penalty date as shown in the above table and also shown on each rate instalment notice.**
- a charge of 10% will be added on 5 July 2019 to any balance from a previous rating year (including penalties previously charged) remaining outstanding on 4 July 2019.**
- a further additional charge of 10% will be added on 8 January 2020 to any balance from a previous rating year (including penalties previously charged) remaining outstanding on 7 January 2020.**

Penalty on Water Volumetric Rates

Pursuant to Sections 57 and 58 of the Local Government (Rating) Act 2002, the council authorises the following

penalties on unpaid volumetric water rates and delegates authority to the Group Manager Corporate Services to apply them:

- **a charge of 10% of the amount of each volumetric water rate account remaining unpaid on the penalty date as shown in the above table and also shown on each volumetric water rate account.**

Penalty Remission

In accordance with Council's rate remission policy, the Council will approve the remission of the penalty added on instalment one due to late payment provided the total annual rates are paid in full by 20 November 2019. If full payment of the annual rates is not paid by 20 November 2019 the penalties relating to the first instalment outlined above will apply.

The above penalties will not be charged where Council has agreed to a programme for payment of outstanding rates.

The Group Manager Corporate Services is given discretion to remit rates penalties either in whole or part in accordance with Council's approved rates remission policy, as may be amended from time to time.

Discount on Rates

Pursuant to Section 55 of the Local Government (Rating) Act 2002, the Council will allow a discount of 2.0 percent of the total rates (excluding volumetric water rates) where a ratepayer pays the year's rates in full on or before the Last Date for Payment for instalment one being 20 August 2019.

Payment of Rates

The rates shall be payable at the Council offices, Civic House, 110 Trafalgar Street, Nelson between the hours of 8.30am to 5.00pm Monday, Tuesday, Wednesday and Friday and 9.00am to 5.00pm Thursday.

Where any payment is made by a ratepayer that is less than the amount now payable, the Council will apply the payment firstly to any rates outstanding from previous rating years and then proportionately across all current year rates due; and

5. **Adopts the amendments to the Long Term Plan 2018-28 (A2212773) pursuant to Section 93 of the Local Government Act 2002; and**

6. Delegates the Mayor and Chief Executive to make any necessary minor editorial amendments prior to the release of the amended Long Term Plan 2018-28 to the public.

The substantive motion was put and a division was called:

For

Her Worship the Mayor Reese
(Chairperson)
Cr Acland
Cr Fulton
Cr Lawrey
Cr Matheson
Cr McGurk
Cr Noonan
Cr Rutledge
Cr Walker

Against

Cr Barker
Cr Courtney
Cr Dahlberg
Cr Skinner

The substantive motion was carried 9 - 4.

Her Worship the Mayor/McGurk

Carried

Attachments

- 1 A2215394 NCC Long Term Plan 2018-28 amended pages for Council 27 June 2019
- 2 A2215625 Independent Auditor's Report on the Nelson City Council's Amended 2018-28 Long-Term Plan Council 27Jun2019
- 3 A2218600 Updated Table summary of Capital Expenditure Over \$100k 27Jun2019

The meeting adjourned from 12.13p.m. until 12.55p.m. at which time Councillors Acland and Skinner were not in attendance.

Attendance: Councillors Acland and Skinner returned to the meeting during the Public Excluded session at 1.04p.m.

7. Exclusion of the Public

Resolved CL/2019/135

That the Council

- 1. Excludes the public from the following parts of the proceedings of this meeting.**

2. 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:

Rutledge/Walker

Carried

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	Confirmation of Minutes - 4 June 2019	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"> Section 7(2)(g) To maintain legal professional privilege
2	Deferred Item - Recommendation from Community Services Committee Founders Park – property purchase. A report with further information is included in this Agenda	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"> Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
3	Community Services Committee - Founders Park - property purchase: Supplementary information	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"> Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

The meeting went into public excluded session at 12.55p.m. and resumed in public session at 1.35p.m.

RESTATEMENTS

It was resolved while the public was excluded:

- 3** Community Services Committee - Founders Park - property purchase: Supplementary information

Agrees that the Report (R10314) its attachment (A2213216) and the decision be excluded from public release at this time.

There being no further business the meeting ended at 1.35p.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Founders Heritage Park – 10 Year Vision Statement

Our Vision	Founders is an iconic and much loved destination for locals and visitors alike that: Significantly contributes to the fabric and well-being of the city Is recognised as a key contributor to heritage and museum sector Creates exhibitions and programmes that exceeds the aspirations of the Nelson community.
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Who We Want To Be
Founders Heritage Park is Nelson's must-do destination for visitors to the region, and a popular leisure choice for locals. Visitors come to be immersed in the Park's quaint and unconventional charm, which is used to tell the story of early Nelson. This is done through a mix of interactive exhibitions and ever changing programmes, set in unforgettable venues. Founders Heritage Park is supported by strong relationships, passionate staff, volunteers and resident artisans, all working towards maximising the Park's appeal and financial sustainability. Founders Heritage Park facilities are also integral to the success of Nelson's wider heritage and museum sectors.

What We Know Now
Founders Heritage Park has seen major growth and improvements over the past 10 years and has the potential to continue to develop and grow over the next 10 years with a strong vision, direction and investment.

Where We Want To Be In 10 Years
Enhancing the Visitor Experience <ul style="list-style-type: none">• Founders Heritage Park tells a cohesive story of Nelson from the arrival of the mana whenua to post WWII.• Interactive, tactile displays, themed playgrounds, and resident craftspeople tell our stories.• Founders Park exhibitions and programmes support the events calendar in Nelson.• The gardens are a place for visitors to relax, interact, and picnic.
Building Iwi Partnerships <ul style="list-style-type: none">• The Park and Whakatu Marae share a dedicated space for Iwi stories and cultural events.• Local Iwi share their part of the Whakatu story through displays, events and programmes.• Maori cultural experiences are incorporated into event options onsite.

<p>Heritage Protection and Sector Integration</p> <ul style="list-style-type: none"> • Founders Park holds a strong and unique niche in the local heritage sector. • Staff collaborate and share knowledge with the heritage sector and museum professionals. • A purpose built workshop provides Nelson’s cultural institutions with the means to safely and professionally build new exhibitions.
<p>Venue Development</p> <ul style="list-style-type: none"> • The Energy Centre and Granary Hall are core front-of-mind event venues and their innate character, flexibility, and ease of operation gives them an edge. • Well-equipped seminar spaces complement the wider venue. • The venues maximise year-round use of the Park with commercial and community bookings. • The service delivery model provides event coordination and technical staff who are based onsite and service the Heritage venues.
<p>Financial Sustainability</p> <ul style="list-style-type: none"> • The variety of commercial income streams are maximised to support the future development and non-commercial activities of the Park.

<p>Desired Outcomes in 10 Years</p>
<p>Founders Park is increasingly well used by both community and commercial hirers all year round</p> <ul style="list-style-type: none"> • Founders Park has a growing base of repeat customers and visitors. • Visitors spend a longer amount of time in Founders Park • Visitors engage in multiple activities while at Founders Park • Visitor numbers increase during Nelson wide festivals and celebrations. • Visitors come to Founders Park to learn about local Maori history and culture. • The shared space with Whakatu Marae is increasingly used by local Iwi for public events. • Nelson’s heritage sector meets regularly with Founders Park to share information. • The Founders Park collections and activities align and support the broader heritage sector focus areas. • Founders Park work collaboratively with other heritage institutions. • Founders Park community activities are supported by the commercial income. • Founders Park enjoys a high retention and engagement rate for its volunteers. • Conferences, events and venue hire at Founders Park provide revenue for the park. • Commercial income for Founders Park increases each year.

REPORT R10381

Council Status Report

1. Purpose of Report

- 1.1 To receive the Council Status Report.

2. Recommendation

That the Council

- 1. Receives the report Council Status Report (R10381) and its attachment (A1168168).***

Author: Robyn Byrne, Team Leader Governance

Attachments

Attachment 1: A1168168 Council Status Report [↓](#)

Status Report – Council – August 2019

MEETING DATE	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS
13/12/2018	Tahunanui Modellers Pond Trial: Way Forward	<p>Resolved CL/2018/305</p> <p><i>That the Council</i></p> <p><i><u>Receives</u> the report Tahunanui Modellers Pond Trial: Way Forward (R9823) and its attachments (A2078208, A2106756 and A2094762); and</i></p> <p><i><u>Notes</u> that officers do not support continuing with the trial beyond the three month initial period; and</i></p> <p><i><u>Approves</u> on the recommendation of the Working Party to proceed with the Diatomix trial as per Option 3 of Report R9823 (for a further five months) noting the Working Party's desire to supply and install an alternative pump at their own cost; and</i></p> <p><i><u>Approves</u> additional unbudgeted operational funding of \$130,000 in the current 2018/19 financial year to continue with the Diatomix trial for a further five months – ending April 2019; and</i></p> <p><i><u>Requests</u> an update, on the outcome of any further trial period, be reported back to the full Council.</i></p>	David Light	A report is included on the Council Agenda 08 August 2019

Status Report – Council – August 2019

MEETING DATE	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS
4/06/2019	Community Housing Deliberations Report	<p><i>That the Council</i></p> <p><i><u>Receives</u> the report Community Housing Deliberations Report (R10151) and its attachment (A2198830); and</i></p> <p><i><u>Approves</u> the divestment of Council's community housing assets, conditional on a sale and purchase agreement (or agreements) which achieves, in Council's assessment, an appropriate level of protection for both tenant wellbeing and ratepayer interests; and</i></p> <p><i><u>Directs</u> the Chief Executive to develop a negotiating brief for approval by Council before discussions with interested parties commence; and</i></p> <p><i><u>Notes</u> that the key elements of the sale and purchase agreement will be approved by Council, taking into account all of the input and issues raised by submitters, before any divestment occurs; and</i></p> <p><i><u>Requests</u> officers to ensure tenants are kept appropriately informed of the process throughout; and</i></p> <p><i><u>Approves</u> the preparation of a subsequent amendment to the Long Term Plan 2018-28 for Audit New Zealand approval; and</i></p> <p><i><u>Notes</u> that the amended Long Term Plan 2018-28 will be brought to Council on 27 June 2019 for adoption.</i></p>	McDonald, Nicky	A report is included on the Council Agenda 08 August 2019

REPORT R10371

Mayor's Report

1. Purpose of Report

- 1.1 To update Council on Remuneration Authority matters and to provide a report back from the 2019 Local Government New Zealand Conference.

2. Recommendation

That the Council

- 1. Receives the report Mayor's Report (R10371) and its attachments (A2209899 and A1546381); and***
- 2. Approves the payment of a Childcare allowance as per the Local Government Members (2019/20) Determination (A2209899) at an hourly rate of up to the Living Wage; and***
- 3. Adopts the amended Nelson City Council Elected Members Reimbursement and Expenses Policy 2016 (A1546381)***

2. Remuneration Authority Local Government Members (2019-20) Determination

Remuneration

- 2.1 The elected members' determination has been received and is in two parts for 2019/20. Part 1 applies from 1 July 2019 and Part 2 applies from the date after the date on which the official result of the 2019 triennial general election of members to a Council is declared. Copy attached (A2209899).
- 2.2 Elected members will consider remuneration at the first ordinary meeting of Council following the election.
- 2.3 The Remuneration Authority (the Authority) has advised that as a result of its review of the allowances payable to elected members it has

Item 8: Mayor's Report

maintained allowances for vehicle mileage, travel time and communications for 2019/20.

- 2.4 The Authority is introducing a childcare allowance from 1 July 2019, this is capped at \$6,000 per child, per annum

Childcare allowance

The childcare allowance is only payable if –

- (a) The member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and
- (b) the child is under 14 years of age; and
- (c) the childcare is provided by a person who –
 - (i) is not a family member of the member; and
 - (ii) does not ordinarily reside with the member; and
- (d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.

- 2.5 Council submitted feedback in support of this allowance and the Authority has now given us the ability to follow through and formalise this support in our Policy.
- 2.6 Councils have taken a mixed approach to adopting the Childcare allowance, many have deferred the decision to the next triennium. Horizons Regional Council voted against an allowance while the Greater Wellington Regional Council has adopted the allowance and resolved to pay an hourly rate, before tax, of the living wage (\$21.15).
- 2.7 Should Council implement a Childcare allowance at this time it would provide certainty for prospective candidates during the local government election period.
- 2.8 The payment of any or all allowances are at the discretion of each local authority.
- 2.9 NCC provides for elected member allowances through the Elected Members' Reimbursement and Expenses Policy adopted by Council.
- 2.10 It is standard practice to review the Policy on Elected Members' Allowances and Expenses to provide for any new or changed allowances introduced by the Authority. This Policy will be fully reviewed in the new triennium.

Proposed amendment to the current Policy

- 2.11 Should Council resolve to implement a Childcare allowance, one change is required to the current policy to align with the Authority's decisions, using just the words of the determination as a guide. Officers could then clarify its application as part of the broader remuneration policy post-election. A draft policy showing changes is attached (A1546381).

Item 8: Mayor's Report

- 2.12 Inland Revenue has determined that the payment of the childcare allowance will be subject to Withholding Tax deduction at the time of payment.
- 2.13 Any budget for Childcare payment allowances has not been included in the Annual Plan 2019-20. However, adoption of this allowance is not expected to have a significant effect on the existing Members' Allowances budget.

3. Local Government New Zealand Conference

- 3.1 Councillor Lawrey, Councillor Skinner, Chief Executive Pat Dougherty and I attended the Conference in Wellington in July.
- 3.2 I've invited each participant to give a brief report back on highlights and learnings, either verbally or as a tabled note, at this meeting.

Author: Rachel Reese, Mayor of Nelson

Attachments

- Attachment 1: A2209899 Local Government Members (2019_20) Determination 2019 [↓](#)
- Attachment 2: A1546381 DRAFT Amended Nelson City Council Elected Members Reimbursement and Expenses Policy 20162019.pdf [↓](#)



Local Government Members (2019/20) Determination 2019

Pursuant to the Remuneration Authority Act 1977 and to clauses 6 and 7A(1) and (5) of Schedule 7 of the Local Government Act 2002, the Remuneration Authority, after having regard to the matters specified in clause 7 of that schedule, makes the following determination (to which is appended an explanatory memorandum).

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Schedule 2		
Remuneration from 2019 election of members		
Determination		
1	Title This determination is the Local Government Members (2019/20) Determination 2019.	
2	Commencement This determination comes into force on 1 July 2019.	
3	Expiry This determination expires on the close of 30 June 2020.	
<i>Interpretation</i>		
4	Interpretation In this determination, unless the context otherwise requires,— ATA panel means a panel appointed by an accord territorial authority under section 89 of HASHA board means— (a) a community board of a territorial authority other than the Auckland Council; or (b) a local board of the Auckland Council determination term means the period from the coming into force of this determination to its expiry HASHA means the Housing Accords and Special Housing Areas Act 2013 hearing has the meaning given to it by clause 5 hearing time has the meaning given to it by clause 6 local authority means a regional council or a territorial authority member means,— (a) in relation to a local authority (other than the Canterbury Regional Council) or a board, a person who is declared to be elected to that local authority or board under the Local Electoral Act 2001 or who, as the result of further election or appointment under that Act or the Local Government Act 2002, is an office holder in relation to the local authority or board (for example, a chairperson); (b) in relation to the Canterbury Regional Council, a person who has been elected or appointed to membership in the transitional governing body in	

accordance with the Environment Canterbury (Transitional Governance Arrangements) Act 2016, or who, as the result of further election or appointment, is an office holder in relation to the Canterbury Regional Council (for example, a chairperson)

on local authority business includes on the business of any board of the local authority

regional council means a regional council named in Part 1 of Schedule 2 of the Local Government Act 2002

RMA means the Resource Management Act 1991

territorial authority means a territorial authority named in Part 2 of Schedule 2 of the Local Government Act 2002.

5 Meaning of hearing

In this determination, **hearing** means—

- (a) a hearing that is held by an ATA panel arising from—
 - (i) a resource consent application under subpart 2 of Part 2 of HASHA; or
 - (ii) a request for a plan change or for a variation to a proposed plan under subpart 3 of Part 2 of HASHA; or
- (b) a hearing arising from a resource consent application made under section 88 of the RMA; or
- (c) a meeting for determining a resource consent application without a formal hearing; or
- (d) a hearing arising from a notice of requirement (including one initiated by the local authority); or
- (e) a pre-hearing meeting held under section 99 of the RMA in relation to a hearing referred to in paragraph (b) or (d); or
- (f) a hearing as part of the process of the preparation, change, variation, or review of a district or regional plan or regional policy statement; or
- (g) a mediation hearing in the Environment Court as part of an appeal from a decision of a local authority; or
- (h) a hearing on an objection against a charge fixed by a local authority under section 36 of the RMA.

6 Meaning of hearing time

In this determination, **hearing time** means the time spent on any of the following:

- (a) conducting a hearing;
- (b) formal deliberations to decide the outcome of a hearing;
- (c) participating in an official group site inspection related to a hearing;

- (d) determining a resource consent application where a formal hearing does not take place;
- (e) up to a maximum of the aggregate of the time referred to in paragraphs (a) and (b), preparing for a hearing and participating in any inspection of a site for the purposes of a hearing (other than an official group site inspection under paragraph (c));
- (f) writing a decision arising from a hearing or communicating for the purpose of the written decision.

Entitlement to remuneration, allowances, and hearing fees

7 Remuneration, allowances, and hearing fees payable

Remuneration

- (1) For the period beginning on 1 July 2019 and ending on the close of the day on which the official result of the 2019 election is declared under section 86 of the Local Electoral Act 2001 in relation to a local authority, a member of that local authority or a board of that local authority is entitled to the applicable remuneration set out in Schedule 1 (adjusted under clause 9 if applicable).
- (2) On and from the day after the date on which the official result of the 2019 election is declared under section 86 of the Local Electoral Act 2001 in relation to a local authority, a member of that local authority or a board of that local authority is entitled to the applicable remuneration set out in Schedule 2 (adjusted in accordance with clause 9 if applicable).
- (3) If a member of a territorial authority is also elected or appointed to a board, the member is entitled only to the remuneration that is payable to the member as a member of the territorial authority.

Allowances and hearing fees

- (4) A member of a local authority or a board is also entitled to—
 - (a) the applicable allowances payable under clauses 10 to 14;
 - (b) the applicable hearing fees payable under clause 15.

8 Acting mayor or chairperson

- (1) This clause applies to a member who acts as a mayor or chairperson during a period when, because of a vacancy or temporary absence, the remuneration or allowances that would usually be paid to the mayor or chairperson are not being paid.
- (2) While acting as mayor or chairperson, the member must be paid the remuneration and allowances usually payable to the mayor or chairperson, instead of the member's usual remuneration, allowances, and hearing fees.

9 Motor vehicles for mayors and regional chairpersons

- (1) A local authority may provide to the mayor or regional chairperson of the local authority either—
 - (a) a motor vehicle (which may be provided for restricted private use, partial private use, or full private use); or
 - (b) a vehicle mileage allowance under clause 11.
- (2) The maximum purchase price that may be paid for a motor vehicle purchased by a local authority for provision to a mayor or regional chairperson during the determination term is,—
 - (a) in the case of a petrol or diesel vehicle, \$55,000 (including goods and services tax and any on-road costs); and
 - (b) in the case of an electric or a hybrid vehicle, \$65,000 (including goods and services tax and any on-road costs).
- (3) If a motor vehicle is provided to a mayor or regional chairperson for restricted private use, no deduction may be made from the annual remuneration payable to the mayor or regional chairperson under Schedule 1 or 2 in respect of the provision of that motor vehicle.
- (4) If a motor vehicle is provided to a mayor or regional chairperson for partial private use or full private use,—
 - (a) the annual remuneration payable to the mayor or regional chairperson under Schedule 1 or 2 must be adjusted by the local authority in accordance with subclause (5) or (6) (as applicable); and
 - (b) the adjustment must take effect on and from—
 - (i) the date of commencement of this determination (in the case of a motor vehicle provided to the person before that date); or
 - (ii) the date of provision of the motor vehicle to the person (in the case of a motor vehicle provided during the determination term).
- (5) If a motor vehicle is provided to a mayor or regional chairperson for partial private use, the amount calculated in accordance with the following formula must be deducted from the remuneration payable to that person:

$$v \times 41\% \times 10\%$$

where *v* means the actual purchase price of the vehicle, including goods and services tax and any on-road costs.
- (6) If a motor vehicle is provided to a mayor or regional chairperson for full private use, the amount calculated in accordance with the following formula must be deducted from the remuneration payable to that person:

$$v \times 41\% \times 20\%$$

where *v* means the actual purchase price of the vehicle, including goods and services tax and any on-road costs.

(7) In this clause,—

full private use means—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional chairperson; and
- (b) the vehicle is available for the mayor or regional chairperson's unrestricted personal use; and
- (c) the vehicle is used by the mayor or regional chairperson for both local authority business and private use; and
- (d) the vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional chairperson

partial private use means—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional chairperson; and
- (b) the vehicle is used by the mayor or regional chairperson for both local authority business and private purposes; and
- (c) the vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional chairperson; and
- (d) all travel in the vehicle is recorded in a log-book; and
- (e) the use of the vehicle for private purposes accounts for no more than 10% of the vehicle's annual mileage

restricted private use means—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional chairperson; and
 - (b) the vehicle is otherwise generally available for use by other local authority members or staff on local authority business; and
 - (c) the vehicle is used solely for local authority business; and
 - (d) all travel in the vehicle is recorded in a log-book.
- (8) To avoid doubt, subclause (2) does not apply to a motor vehicle provided to a mayor or regional chairperson before 1 July 2018.

Allowances

10 Definition of member

For the purposes of payment of allowances under clauses 11 to 14, **member**, in relation to a territorial authority, includes a member of a board of the territorial authority.

11 Vehicle mileage allowance

- (1) A local authority may pay to a member a vehicle mileage allowance to reimburse that member for costs incurred in respect of eligible travel.
- (2) A member's travel is eligible for the allowance if—
 - (a) it occurs on a day when the member is not provided with a motor vehicle by the local authority; and
 - (b) the member is travelling—
 - (i) in a private vehicle; and
 - (ii) on local authority business; and
 - (iii) by the most direct route that is reasonable in the circumstances.
- (3) The allowance payable to a member for eligible travel is,—
 - (a) for a petrol or diesel vehicle,—
 - (i) 79 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 30 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term;
 - (b) for a petrol hybrid vehicle,—
 - (i) 79 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 19 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term;
 - (c) for an electric vehicle,—
 - (i) 79 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 9 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term.

12 Travel time allowance

- (1) A local authority may pay a member (other than a mayor or a regional chairperson) an allowance for eligible travel time.
- (2) A member's travel time is eligible for the allowance if it is time spent travelling within New Zealand—
 - (a) on local authority business; and
 - (b) by the quickest form of transport that is reasonable in the circumstances; and
 - (c) by the most direct route that is reasonable in the circumstances.
- (3) The travel time allowance is \$37.50 for each hour of eligible travel time after the first hour of eligible travel time travelled in a day.

**Local Government Members (2019/20) Determination
2019**

cl 13

- (4) However, if a member of a local authority resides outside the local authority area and travels to the local authority area on local authority business, the member is only eligible for a travel time allowance in respect of eligible travel time—
 - (a) after the member crosses the boundary of the local authority area; and
 - (b) after the first hour of eligible travel within the local authority area.
- (5) The maximum total amount of travel time allowance that a member may be paid for eligible travel in a 24-hour period is 8 hours.
- (6) Despite subclause (1), the Chatham Islands Council may pay the Mayor of the Chatham Islands Council an allowance for eligible travel time.

13 Communications allowance*Equipment*

- (1) If a local authority determines that particular information or communications technology equipment is required by members to perform their functions and requests that members use their own equipment for those purposes, the local authority may pay an allowance in accordance with subclause (2).
- (2) The matters in respect of which an allowance is payable and the amounts that may be paid for the determination term are as follows:
 - (a) for the use of a personal computer, tablet, or laptop, including any related docking station, \$200;
 - (b) for the use of a multi-functional or other printer, \$40;
 - (c) for the use of a mobile telephone, \$150.

Services

- (3) If a local authority requests a member to use the member's own Internet service for the purpose of the member's work on local authority business, the member is entitled to an allowance for that use of \$400 for the determination term.
- (4) If a local authority requests a member to use the member's own mobile telephone service for the purpose of the member's work on local authority business, the member is entitled, at the member's option, to—
 - (a) an allowance for that use of \$400 for the determination term; or
 - (b) reimbursement of actual costs of telephone calls made on local authority business upon production of the relevant telephone records and receipts.
- (5) If a local authority supplies a mobile telephone and related mobile telephone service to a member for use on local authority business and allows for its personal use, the local authority may decide what portion, if any, of the local authority's costs reasonably attributable to such personal use must be paid by the member.

Pro-rating

- (6) If the member is not a member for the whole of the determination term, subclauses (2) to (5) apply as if each reference to an amount were replaced by a reference to an amount calculated in accordance with the following formula:

$$(a \div b) \times c$$

where—

- a is the number of days that the member held office in the determination term
 - b is the number of days in the determination term
 - c is the relevant amount specified in subclauses (2) to (5).
- (7) The Remuneration Authority may approve rules proposed by a local authority to meet the costs of installing and running special equipment or connections where, because of distance or restricted access, normal communications connections are not available.

14 Childcare allowance

- (1) A local authority may pay a childcare allowance, in accordance with subclauses (2) and (3), to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.
- (2) A member is eligible to be paid a childcare allowance in respect of childcare provided for a child only if—
 - (a) the member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and
 - (b) the child is aged under 14 years of age; and
 - (c) the childcare is provided by a person who—
 - (i) is not a family member of the member; and
 - (ii) does not ordinarily reside with the member; and
 - (d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.
- (3) A local authority must not pay childcare allowances to a member that total more than \$6,000 per annum, per child.
- (4) In this regulation, **family member of the member** means—
 - (a) a spouse, civil union partner, or de facto partner;
 - (b) a relative, that is, another person connected with the member within 2 degrees of a relationship, whether by blood relationship or by adoption.

Hearing fees

15 Fees related to hearings

- (1) A member of a local authority or a board who acts as the chairperson of a hearing is entitled to be paid a fee of up to \$100 per hour of hearing time related to the hearing.
- (2) A member of a local authority or a board who is not the chairperson of a hearing is entitled to be paid a fee of up to \$80 per hour of hearing time related to the hearing.
- (3) For any period of hearing time that is less than 1 hour, the fee must be apportioned accordingly.
- (4) This clause does not apply to—
 - (a) a mayor or a member who acts as mayor and is paid the mayor's remuneration and allowances under clause 8(2); or
 - (b) a chairperson of a regional council or a member who acts as chairperson of a regional council and is paid the chairperson's remuneration and allowances under clause 8(2).

Revocation

16 Revocation

The Local Government Members (2018/19) (Local Authorities) Determination 2018 (LI 2018/124) is revoked.

**Local Government Members (2019/20) Determination
2019**

Schedule 1

**Schedule 1
Remuneration before 2019 election of members**

cl 7(1)

**Part 1
Remuneration of members of regional councils**

Bay of Plenty Regional Council

Office	Annual remuneration (\$)
Chairperson	144,661
Deputy Chairperson	81,011
Regional Direction and Delivery Committee Chairperson	79,984
Committee Chairperson (5)	67,662
Councillor	57,395

Canterbury Regional Council

Office	Annual remuneration (\$)
Chairperson	173,344
Deputy Chairperson	93,681
Chairperson, Audit and Risk Committee	83,645
Chairperson, Regulation Hearing Committee	80,655
Canterbury Water Management Strategy Zone Committee Member (9)	75,296
Councillor	66,916

Hawke's Bay Regional Council

Office	Annual remuneration (\$)
Chairperson	127,436
Deputy Chairperson	66,287
Committee Chairperson (5)	66,287
Councillor	53,030

Manawatu–Wanganui Regional Council

Office	Annual remuneration (\$)
Chairperson	137,703
Catchment Operations Committee Chairperson	69,253
Deputy Chairperson	62,088
Environment Committee Chairperson	62,088
Audit, Risk and Investment Committee Chairperson	57,313
Passenger Transport Committee Chairperson	57,313
Regional Transport Committee Chairperson	57,313
Catchment Operations Committee Deputy Chairperson	50,150
Environment Committee Deputy Chairperson	50,150

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Schedule 1		Local Government Members (2019/20) Determination 2019
Office		Annual remuneration (\$)
Manawatu River Users' Advisory Group Chairperson		47,761
Councillor		47,761
Northland Regional Council		
Office		Annual remuneration (\$)
Chairperson		122,056
Deputy Chairperson		79,153
Committee Chairperson/Portfolio Leader (7)		69,459
Councillor		56,537
Otago Regional Council		
Office		Annual remuneration (\$)
Chairperson		136,889
Deputy Chairperson		71,724
Regional Transport Committee Chairperson		58,917
Committee Chairperson (4)		58,917
Councillor		51,231
Southland Regional Council		
Office		Annual remuneration (\$)
Chairperson		111,625
Deputy Chairperson		47,732
Committee Chairperson (4)		47,732
Councillor		39,777
Taranaki Regional Council		
Office		Annual remuneration (\$)
Chairperson		102,550
Deputy Chairperson/Executive Committee Chairperson		58,325
Chairperson Policy and Planning Committee and Taranaki Solid Waste Management Committee		54,436
Chairperson Consents and Regulatory Committee		50,548
Committee Chairperson (Land Transport or Civil Defence Emergency Management Committee or Yarrow Stadium Joint Committee) (3)		46,660
Councillor and appointee to Taranaki Biodiversity Trust		44,715
Councillor		38,883

**Local Government Members (2019/20) Determination
2019**

Schedule 1

Waikato Regional Council

Office	Annual remuneration (\$)
Chairperson	159,205
Deputy Chairperson	87,035
Committee Chairperson A and B	74,380
Committee Chairperson A (6)	74,380
Councillor	61,726

Wellington Regional Council

Office	Annual remuneration (\$)
Chairperson	170,291
Deputy Chairperson/Committee Chairperson	90,990
Committee Chairperson (3)	80,961
Portfolio Leader (1)	77,569
Chairperson, Hutt Valley Flood Management Subcommittee and Portfolio Leader	80,961
Committee Chairperson, Chief Executive Employment Review Committee	77,569
Chairperson, Wairarapa Committee	77,569
Councillor	64,755

West Coast Regional Council

Office	Annual remuneration (\$)
Chairperson	80,613
Deputy Chairperson and Chairperson of Resource Management Committee	42,381
Councillor	37,614

Part 2

**Remuneration of members of territorial authorities and their
community or local boards**

Ashburton District Council

Office	Annual remuneration (\$)
Mayor	112,976
Deputy Mayor	36,910
Standing Committee Chairperson (3)	32,955
Councillor	26,365

Methven Community Board

Office	Annual remuneration (\$)
Chairperson	5,396
Member	2,698

Schedule I		Local Government Members (2019/20) Determination 2019
Auckland Council		
Office		Annual remuneration (\$)
Mayor		285,041
Deputy Mayor		160,606
Chairperson of committee of the whole (3)		132,579
Councillor (16)		111,901
Albert–Eden Local Board		
Office		Annual remuneration (\$)
Chairperson		91,269
Deputy Chairperson		54,752
Member		45,015
Devonport–Takapuna Local Board		
Office		Annual remuneration (\$)
Chairperson		82,731
Deputy Chairperson		49,658
Member		43,149
Franklin Local Board		
Office		Annual remuneration (\$)
Chairperson		85,645
Deputy Chairperson		51,387
Member		43,713
Great Barrier Local Board		
Office		Annual remuneration (\$)
Chairperson		56,062
Deputy Chairperson		33,637
Member		26,302
Henderson–Massey Local Board		
Office		Annual remuneration (\$)
Chairperson		96,420
Deputy Chairperson		57,862
Member		47,023
Hibiscus and Bays Local Board		
Office		Annual remuneration (\$)
Chairperson		89,378
Deputy Chairperson		53,647
Member		44,560

**Local Government Members (2019/20) Determination
2019**

Schedule 1

Howick Local Board

Office	Annual remuneration (\$)
Chairperson	98,477
Deputy Chairperson	59,100
Member	48,100

Kaipātiki Local Board

Office	Annual remuneration (\$)
Chairperson	88,539
Deputy Chairperson	53,133
Member	44,231

Māngere-Ōtahuhu Local Board

Office	Annual remuneration (\$)
Chairperson	92,158
Deputy Chairperson	55,295
Member	46,608

Manurewa Local Board

Office	Annual remuneration (\$)
Chairperson	93,023
Deputy Chairperson	55,804
Member	46,408

Maungakiekie-Tāmaki Local Board

Office	Annual remuneration (\$)
Chairperson	89,221
Deputy Chairperson	53,513
Member	45,229

Ōrakei Local Board

Office	Annual remuneration (\$)
Chairperson	87,507
Deputy Chairperson	52,494
Member	44,011

Ōtara-Papatoetoe Local Board

Office	Annual remuneration (\$)
Chairperson	92,402
Deputy Chairperson	55,451
Member	46,561

Schedule I		Local Government Members (2019/20) Determination 2019
<i>Papakura Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	84,352	
Deputy Chairperson	50,621	
Member	44,215	
<i>Puketāpapa Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	84,628	
Deputy Chairperson	50,797	
Member	43,875	
<i>Rodney Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	82,778	
Deputy Chairperson	49,667	
Member	42,757	
<i>Upper Harbour Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	81,898	
Deputy Chairperson	49,139	
Member	42,839	
<i>Waiheke Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	65,034	
Deputy Chairperson	39,011	
Member	30,078	
<i>Waitākere Ranges Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	82,345	
Deputy Chairperson	49,427	
Member	43,018	
<i>Waitematā Local Board</i>		
Office	Annual remuneration (\$)	
Chairperson	89,978	
Deputy Chairperson	54,007	
Member	45,776	

**Local Government Members (2019/20) Determination
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Schedule 1

Whau Local Board

Office	Annual remuneration (\$)
Chairperson	88,158
Deputy Chairperson	52,895
Member	44,608

Buller District Council

Office	Annual remuneration (\$)
Mayor	86,060
Deputy Mayor and Hearings Committee Chairperson	35,801
Finance and Audit Committee Chairperson	30,132
Policy and Risk Committee Chairperson	25,657
Grants Committee Chairperson	24,763
Economic Development Committee Chairperson	25,657
Councillor	20,287

Inangahua Community Board

Office	Annual remuneration (\$)
Chairperson	7,158
Member	3,579

Carterton District Council

Office	Annual remuneration (\$)
Mayor	75,113
Deputy Mayor	25,760
Councillor	19,816

Central Hawke's Bay District Council

Office	Annual remuneration (\$)
Mayor	94,584
Deputy Mayor and Chairperson Finance and Planning Committee	40,320
Chairperson Community Development Committee	32,760
Chairperson Audit and Risk Committee	32,760
Chairperson Environment and Regulatory Committee	32,760
Councillor	25,200

Central Otago District Council

Office	Annual remuneration (\$)
Mayor	99,990
Deputy Mayor	23,666
Committee Chairperson (4)	23,081
Councillor	21,840

Schedule 1		Local Government Members (2019/20) Determination 2019
<i>Cromwell Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		14,245
Member		7,123
<i>Maniototo Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,907
Member		3,454
<i>Teviot Valley Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,907
Member		3,454
<i>Vincent Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		15,326
Member		7,663
Chatham Islands Council		
Office		Annual remuneration (\$)
Mayor		52,650
Deputy Mayor		22,376
Councillor and Member of Civil Defence Emergency Management Group (7)		16,749
Councillor		14,078
Christchurch City Council		
Office		Annual remuneration (\$)
Mayor		194,000
Deputy Mayor		118,220
Councillor		102,400
<i>Banks Peninsula Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		19,729
Member		9,864
<i>Coastal-Burwood Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		47,236
Member		23,618

**Local Government Members (2019/20) Determination
2019**

Schedule 1

Fendalton–Waimairi–Harewood Community Board

Office	Annual remuneration (\$)
Chairperson	46,595
Member	23,297

Halswell–Hornby–Riccarton Community Board

Office	Annual remuneration (\$)
Chairperson	49,160
Member	24,580

Linwood–Central–Heathcote Community Board

Office	Annual remuneration (\$)
Chairperson	49,160
Member	24,580

Papanui–Innes Community Board

Office	Annual remuneration (\$)
Chairperson	47,236
Member	23,618

Spreydon–Cashmere Community Board

Office	Annual remuneration (\$)
Chairperson	47,236
Member	23,618

Clutha District Council

Office	Annual remuneration (\$)
Mayor	101,130
Deputy Mayor	28,995
Committee Chairperson (2)	27,614
Portfolio Leader A (2)	23,472
Portfolio Leader B (4)	22,092
Shared Committee Chairperson (2)	24,853
Councillor	20,711

Lawrence–Tuapeka Community Board

Office	Annual remuneration (\$)
Chairperson	5,828
Member	2,914

West Otago Community Board

Office	Annual remuneration (\$)
Chairperson	6,907
Member	3,454

Schedule 1		Local Government Members (2019/20) Determination 2019	
Dunedin City Council			
Office		Annual remuneration (\$)	
Mayor		160,699	
Deputy Mayor and Chairperson of Economic Development Committee		81,495	
Committee Chairperson (4)		76,794	
Sub-Committee Chairperson		68,716	
Councillor		62,689	
Mosgiel-Taieri Community Board			
Office		Annual remuneration (\$)	
Chairperson		19,237	
Member		9,619	
Otago Peninsula Community Board			
Office		Annual remuneration (\$)	
Chairperson		16,244	
Member		8,122	
Saddle Hill Community Board			
Office		Annual remuneration (\$)	
Chairperson		16,458	
Member		8,229	
Strath Taieri Community Board			
Office		Annual remuneration (\$)	
Chairperson		14,669	
Member		7,334	
Waikouaiti Coast Community Board			
Office		Annual remuneration (\$)	
Chairperson		16,030	
Member		8,015	
West Harbour Community Board			
Office		Annual remuneration (\$)	
Chairperson		16,458	
Member		8,229	
Far North District Council			
Office		Annual remuneration (\$)	
Mayor		150,000	
Deputy Mayor		87,756	
Committee Chairperson (3)		66,979	

**Local Government Members (2019/20) Determination
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Schedule 1

Office	Annual remuneration (\$)
Councillor	54,074

Bay of Islands–Whangaroa Community Board

Office	Annual remuneration (\$)
Chairperson	31,273
Member	15,637

Kaikohe–Hokianga Community Board

Office	Annual remuneration (\$)
Chairperson	26,806
Member	13,403

Te Hiku Community Board

Office	Annual remuneration (\$)
Chairperson	27,365
Member	13,682

Gisborne District Council

Office	Annual remuneration (\$)
Mayor	145,697
Deputy Mayor	51,369
Standing Committee Chairperson (5)	47,419
Special Committee Chairperson (2)	43,468
Rural Councillor (4)	40,413
Councillor	39,515

Gore District Council

Office	Annual remuneration (\$)
Mayor	87,952
Deputy Mayor	26,980
Portfolio Leader (3)	23,968
Councillor	19,449

Mataura Community Board

Office	Annual remuneration (\$)
Chairperson	4,122
Member	2,061

Grey District Council

Office	Annual remuneration (\$)
Mayor	92,246
Deputy Mayor	32,743

Schedule I		Local Government Members (2019/20) Determination 2019	
Office		Annual remuneration (\$)	
Councillor		23,388	
Hamilton City Council			
Office		Annual remuneration (\$)	
Mayor		166,786	
Deputy Mayor		102,020	
Chairperson Committee of the Whole (4)		94,172	
Deputy Chairperson Committee of the Whole (4)		86,324	
Councillor		78,476	
Hastings District Council			
Office		Annual remuneration (\$)	
Mayor		144,161	
Deputy Mayor		67,173	
Chairperson and Portfolio Leader A (4)		53,741	
Portfolio Leader A (not a Chairperson) (3)		50,469	
Portfolio Leader B (6)		49,377	
Councillor		45,613	
<i>Hastings District Rural Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson		15,036	
Member		7,518	
Hauraki District Council			
Office		Annual remuneration (\$)	
Mayor		104,741	
Deputy Mayor		42,778	
Ward Chairperson (3)		30,769	
Councillor		22,515	
Horowhenua District Council			
Office		Annual remuneration (\$)	
Mayor		115,996	
Deputy Mayor		41,693	
Chairperson, Finance, Audit and Risk Committee		36,160	
Chairperson, Hearings Committee		36,160	
Chairperson, Community Wellbeing Committee		32,898	
Chairperson, Community Funding & Recognition Committee		32,898	
Councillor		29,638	

**Local Government Members (2019/20) Determination
2019**

Schedule 1

Foxton Community Board

Office	Annual remuneration (\$)
Chairperson	12,518
Member	6,259

Hurunui District Council

Office	Annual remuneration (\$)
Mayor	92,683
Deputy Mayor	35,727
Finance Audit and Risk Committee Chairperson	29,220
Infrastructure Services Committee Chairperson	29,220
Public Services Committee Chairperson	29,220
Councillor with additional duties relating to earthquake recovery (5)	22,173

Hanmer Springs Community Board

Office	Annual remuneration (\$)
Chairperson	8,025
Member	4,013

Hutt City Council

Office	Annual remuneration (\$)
Mayor	151,966
Deputy Mayor	83,837
Committee Chairperson (3)	64,275
Hutt Valley Services Committee Chairperson	60,083
Arts and Culture Sub-Committee Chairperson	60,083
Councillor	55,892

Eastbourne Community Board

Office	Annual remuneration (\$)
Chairperson	13,531
Member	6,766

Petone Community Board

Office	Annual remuneration (\$)
Chairperson	16,109
Member	8,054

Wainuiomata Community Board

Office	Annual remuneration (\$)
Chairperson	16,969
Member	8,484

Schedule I		Local Government Members (2019/20) Determination 2019
Invercargill City Council		
Office	Annual remuneration (\$)	
Mayor		131,042
Deputy Mayor		55,420
Committee Chairperson (4)		48,141
Councillor		35,953
Bluff Community Board		
Office	Annual remuneration (\$)	
Chairperson		8,591
Member		4,296
Kaikōura District Council		
Office	Annual remuneration (\$)	
Mayor		70,243
Councillor		20,025
Kaipara District Council		
Office	Annual remuneration (\$)	
Mayor		106,905
Deputy Mayor		63,252
Taharoa Domain Governance Committee Chairperson		37,951
Mangawhai Community Park Governance Committee Chairperson		37,951
Regional Land Transport Portfolio Holder		37,951
Representative Sport Northland		35,160
Councillor		31,627
Kāpiti Coast District Council		
Office	Annual remuneration (\$)	
Mayor		128,099
Deputy Mayor		48,602
Committee Chairperson (3)		46,733
Appeals Committee Chairperson		41,124
Chairperson, Grants Allocation Committee		41,124
Councillor		37,386
Ōtaki Community Board		
Office	Annual remuneration (\$)	
Chairperson		15,250
Member		7,625

**Local Government Members (2019/20) Determination
2019**

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Paekākāriki Community Board

Office	Annual remuneration (\$)
Chairperson	7,947
Member	3,973

Paraparaumu–Raumati Community Board

Office	Annual remuneration (\$)
Chairperson	19,976
Member	9,988

Waikanae Community Board

Office	Annual remuneration (\$)
Chairperson	16,325
Member	8,163

Kawerau District Council

Office	Annual remuneration (\$)
Mayor	77,938
Deputy Mayor	26,055
Regulatory and Services Committee Chairperson	23,265
Councillor	18,611

Mackenzie District Council

Office	Annual remuneration (\$)
Mayor	71,447
Councillor with additional responsibilities (3)	24,574
Councillor	19,659

Fairlie Community Board

Office	Annual remuneration (\$)
Chairperson	4,000
Member	2,000

Tekapo Community Board

Office	Annual remuneration (\$)
Chairperson	4,000
Member	2,000

Twizel Community Board

Office	Annual remuneration (\$)
Chairperson	4,989
Member	2,494

Schedule 1

Local Government Members (2019/20) Determination
2019

Manawatu District Council

Office	Annual remuneration (\$)
Mayor	111,449
Deputy Mayor	41,744
Committee Chairperson (3)	37,272
Councillor	29,817

Marlborough District Council

Office	Annual remuneration (\$)
Mayor	139,957
Deputy Mayor	48,263
Committee Chairperson (4)	48,263
Councillor	38,610

Masterton District Council

Office	Annual remuneration (\$)
Mayor	109,160
Deputy Mayor	41,370
Chairperson Strategic Planning and Policy Committee and Hearings Committee	41,370
Chairperson Infrastructure Committee	39,892
Councillor	29,550

Matamata–Piako District Council

Office	Annual remuneration (\$)
Mayor	114,281
Deputy Mayor	32,764
Chairperson, Corporate and Operations Committee	32,764
Councillor	28,491

Napier City Council

Office	Annual remuneration (\$)
Mayor	136,176
Deputy Mayor	54,698
Committee Chairperson (4)	52,156
Deputy Committee Chairperson (4)	48,570
Councillor	45,413

Nelson City Council

Office	Annual remuneration (\$)
Mayor	140,079
Deputy Mayor	62,662

**Local Government Members (2019/20) Determination
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Office	Annual remuneration (\$)
Committee Chairperson (5)	50,548
Deputy Committee Chairperson (3)	43,863
Councillor	41,774

New Plymouth District Council

Office	Annual remuneration (\$)
Mayor	145,571
Deputy Mayor	64,051
Committee Chairperson (3)	57,187
Councillor	45,751

Clifton Community Board

Office	Annual remuneration (\$)
Chairperson	12,457
Member	6,229

Inglewood Community Board

Office	Annual remuneration (\$)
Chairperson	14,821
Member	7,410

Kaitake Community Board

Office	Annual remuneration (\$)
Chairperson	13,317
Member	6,659

Waitara Community Board

Office	Annual remuneration (\$)
Chairperson	14,821
Member	7,410

Ōpōtiki District Council

Office	Annual remuneration (\$)
Mayor	82,856
Deputy Mayor	42,567
Chairperson Audit and Risk Committee	40,382
Coast Community Board Chair	29,644
Councillor	22,519

Schedule I		Local Government Members (2019/20) Determination 2019
<i>Coast Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		9,978
Member		4,989
<i>Otorohanga District Council</i>		
Office		Annual remuneration (\$)
Mayor		81,259
Deputy Mayor		32,348
Councillor		19,606
<i>Kawhia Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		4,000
Member		2,000
<i>Otorohanga Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		14,315
Member		7,157
<i>Palmerston North City Council</i>		
Office		Annual remuneration (\$)
Mayor		145,228
Deputy Mayor and Chairperson Hearings Committee and Chairperson CEO Performance Panel		72,535
Chairperson Finance and Performance Committee and Deputy Chairperson Hearings Committee		55,309
Chairperson Arts, Culture and Heritage Committee and Deputy Chairperson Community Development Committee		51,228
Chairperson Economic Development Committee		53,948
Chairperson Audit and Risk Committee		49,868
Chairperson Sport and Recreation Committee and Deputy Chairperson Economic Development Committee		53,268
Deputy Chairperson Finance and Performance Committee and Deputy Chairperson Arts, Culture and Heritage Committee		50,095
Chairperson Planning and Strategy Committee and Deputy Chairperson Sport and Recreation Committee and CEO Performance Panel		56,669
Deputy Chairperson Audit and Risk Committee		46,695
Chairperson Community Development Committee and Deputy Chairperson Planning and Strategy Committee		53,268
Councillor		45,334

**Local Government Members (2019/20) Determination
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Porirua City Council

Office	Annual remuneration (\$)
Mayor	133,595
Deputy Mayor	52,850
Standing Committee Chairperson (2)	52,850
Councillor	40,654

Queenstown–Lakes District Council

Office	Annual remuneration (\$)
Mayor	121,386
Deputy Mayor	42,327
Committee Chairperson (4)	39,765
Councillor and Wanaka Community Board Chairperson	39,765
Councillor	34,135

Wanaka Community Board

Office	Annual remuneration (\$)
Chairperson	23,959
Member	11,979

Rangitikei District Council

Office	Annual remuneration (\$)
Mayor	96,632
Deputy Mayor	39,257
Committee Chairperson (2)	29,869
Deputy Committee Chairperson (3)	23,895
Councillor	21,335

Ratana Community Board

Office	Annual remuneration (\$)
Chairperson	4,253
Member	2,126

Taihape Community Board

Office	Annual remuneration (\$)
Chairperson	8,676
Member	4,338

Rotorua District Council

Office	Annual remuneration (\$)
Mayor	142,694
Deputy Mayor	76,031

Schedule 1		Local Government Members (2019/20) Determination 2019
Office	Annual remuneration	(S)
Committee Chairperson (2)	64,029	
Deputy Committee Chairperson (2)	64,029	
Cultural Ambassador	58,027	
Councillor	52,027	
<i>Rotorua Lakes Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	16,797	
Member	8,399	
<i>Rotorua Rural Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	18,773	
Member	9,387	
Ruapehu District Council		
Office	Annual remuneration (\$)	
Mayor	96,651	
Deputy Mayor	30,990	
Committee Chairperson (1)	24,791	
Councillor	20,671	
<i>National Park Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	5,857	
Member	2,928	
<i>Waimarino–Waiouru Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	8,676	
Member	4,338	
Selwyn District Council		
Office	Annual remuneration (\$)	
Mayor	127,364	
Deputy Mayor	44,967	
Councillor with additional responsibilities	39,444	
Councillor	36,435	

**Local Government Members (2019/20) Determination
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Malvern Community Board

Office	Annual remuneration (\$)
Chairperson	17,720
Member	8,860

South Taranaki District Council

Office	Annual remuneration (\$)
Mayor	115,191
Deputy Mayor	36,532
Chairperson, Environment and Hearings Committee	33,433
Member Environment and Hearings Committee (4)	30,532
Member Audit and Risk Committee (1)	29,421
Community Board Councillor (1)	27,430
Councillor	26,747

Egmont Plains Community Board

Office	Annual remuneration (\$)
Chairperson	12,303
Member	6,152

Eltham Community Board

Office	Annual remuneration (\$)
Chairperson	11,872
Member	5,936

Hawera–Tangahoe Community Board

Office	Annual remuneration (\$)
Chairperson	14,030
Member	7,015

Patea Community Board

Office	Annual remuneration (\$)
Chairperson	11,008
Member	5,504

South Waikato District Council

Office	Annual remuneration (\$)
Mayor	106,901
Deputy Mayor	39,412
Committee Chairperson A (2)	35,189
Committee Chairperson B	33,826
Councillor with additional duties (6)	29,530

Schedule 1		Local Government Members (2019/20) Determination 2019	
			Annual remuneration (\$)
Office			
Councillor			26,620
<i>Tirau Community Board</i>			
Office			Annual remuneration (\$)
Chairperson			6,691
Member			3,346
South Wairarapa District Council			
Office			Annual remuneration (\$)
Mayor			82,139
Deputy Mayor			33,110
Councillor/Committee member (1)			23,048
Councillor			19,554
<i>Featherston Community Board</i>			
Office			Annual remuneration (\$)
Chairperson			6,507
Member			3,253
<i>Greytown Community Board</i>			
Office			Annual remuneration (\$)
Chairperson			6,507
Member			3,253
<i>Martinborough Community Board</i>			
Office			Annual remuneration (\$)
Chairperson			6,507
Member			3,253
Southland District Council			
Office			Annual remuneration (\$)
Mayor			117,161
Deputy Mayor			38,130
Committee Chairperson (4)			33,229
Councillor			27,236
<i>Edendale–Wyndham Community Board</i>			
Office			Annual remuneration (\$)
Chairperson			4,749
Member			2,375

**Local Government Members (2019/20) Determination
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Schedule I

Otautau Community Board

Office	Annual remuneration (\$)
Chairperson	7,554
Member	3,778

Riverton/Aparima Community Board

Office	Annual remuneration (\$)
Chairperson	6,691
Member	3,346

Stewart Island/Rakiura Community Board

Office	Annual remuneration (\$)
Chairperson	4,000
Member	2,000

Te Anau Community Board

Office	Annual remuneration (\$)
Chairperson	10,792
Member	5,396

Tuatapere Community Board

Office	Annual remuneration (\$)
Chairperson	4,533
Member	2,266

Wallacetown Community Board

Office	Annual remuneration (\$)
Chairperson	4,000
Member	2,000

Winton Community Board

Office	Annual remuneration (\$)
Chairperson	9,281
Member	4,640

Stratford District Council

Office	Annual remuneration (\$)
Mayor	79,999
Deputy Mayor	27,447
Chairperson Major Committee (2)	22,508
Representative on External Committee (2)	22,508
Chairperson Minor Committee (1)	20,476
Councillor	19,606

Schedule 1		Local Government Members (2019/20) Determination 2019
Tararua District Council		
Office	Annual remuneration (\$)	
Mayor	101,591	
Deputy Mayor	39,374	
Member Forestry Committee (2)	30,995	
Member Audit and Risk Committee (2)	30,995	
Councillor	28,124	
<i>Dannevirke Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	11,656	
Member	5,828	
<i>Eketahuna Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	7,554	
Member	3,777	
Tasman District Council		
Office	Annual remuneration (\$)	
Mayor	145,904	
Deputy Mayor and Standing Committee Chairperson	51,201	
Standing Committee Chairperson (3)	47,262	
Committee Chairperson (2)	43,325	
Councillor	39,386	
<i>Golden Bay Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	13,103	
Member	6,551	
<i>Motueka Community Board</i>		
Office	Annual remuneration (\$)	
Chairperson	14,606	
Member	7,303	
Taupō District Council		
Office	Annual remuneration (\$)	
Mayor	124,269	
Deputy Mayor	43,892	
Chairperson, Fences, Roading, Reserves and Dogs Committee	42,063	
Chairperson, Emergency Management Committee	42,063	
Chairperson, Mangakino-Pouakani Representative Group	40,234	

**Local Government Members (2019/20) Determination
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Office	Annual remuneration (\$)
Councillor	36,576

Turangi–Tongariro Community Board

Office	Annual remuneration (\$)
Chairperson	16,836
Member	8,418

Tauranga City Council

Office	Annual remuneration (\$)
Mayor	159,431
Deputy Mayor	98,590
Committee Chairperson (4)	83,801
Committee Deputy Chairperson (3)	82,980
Councillor	82,158

Thames–Coromandel District Council

Office	Annual remuneration (\$)
Mayor	120,040
Deputy Mayor	55,618
Committee Chairperson (3)	50,428
Councillor with external appointment (3)	42,271
Councillor	37,080

Coromandel–Colville Community Board

Office	Annual remuneration (\$)
Chairperson	15,714
Member	7,857

Mercury Bay Community Board

Office	Annual remuneration (\$)
Chairperson	18,801
Member	9,400

Tairua–Pauanui Community Board

Office	Annual remuneration (\$)
Chairperson	15,714
Member	7,857

Thames Community Board

Office	Annual remuneration (\$)
Chairperson	19,924

Schedule 1		Local Government Members (2019/20) Determination 2019
Office		Annual remuneration (\$)
Member		9,962
<i>Whangamata Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		17,117
Member		8,558
Timaru District Council		
		Annual remuneration (\$)
Office		
Mayor		124,688
Deputy Mayor		52,377
Committee Chairperson (4)		46,767
Deputy Committee Chairperson (4)		39,285
Councillor		37,414
<i>Geraldine Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		11,008
Member		5,504
<i>Pleasant Point Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		8,633
Member		4,317
<i>Temuka Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		11,224
Member		5,612
Upper Hutt City Council		
		Annual remuneration (\$)
Office		
Mayor		119,587
Deputy Mayor		46,985
Chairperson, Policy Committee		41,951
Chairperson, City Services Committee		40,274
Chairperson, Audit and Finance Committee		40,274
Chairperson, Hutt Valley Services Committee		36,917
Councillor		33,561

**Local Government Members (2019/20) Determination
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Waikato District Council

Office	Annual remuneration (\$)
Mayor	138,695
Deputy Mayor	61,909
Committee Chairperson (2)	55,276
Discretionary and Funding Committee Chairperson	53,066
Councillor	44,221

Huntly Community Board

Office	Annual remuneration (\$)
Chairperson	10,524
Member	5,262

Ngaruawahia Community Board

Office	Annual remuneration (\$)
Chairperson	10,524
Member	5,262

Onewhero–Tuakau Community Board

Office	Annual remuneration (\$)
Chairperson	10,955
Member	5,477

Raglan Community Board

Office	Annual remuneration (\$)
Chairperson	8,807
Member	4,403

Taupiri Community Board

Office	Annual remuneration (\$)
Chairperson	4,000
Member	2,000

Waimakariri District Council

Office	Annual remuneration (\$)
Mayor	127,879
Deputy Mayor	47,945
Portfolio Holder (9)	42,935
Councillor	39,024

Kaiapoi–Tuahiwi Community Board

Office	Annual remuneration (\$)
Chairperson	17,480
Member	8,740

Schedule I		Local Government Members (2019/20) Determination 2019
<i>Oxford–Ohoka Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		16,468
Member		8,234
<i>Rangiora–Ashley Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		22,547
Member		11,274
<i>Woodend–Sefton Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		14,441
Member		7,221
Waimate District Council		
Office		Annual remuneration (\$)
Mayor		76,456
Deputy Mayor		28,036
Councillor		20,025
Waipa District Council		
Office		Annual remuneration (\$)
Mayor		126,804
Deputy Mayor		54,770
Committee Chairperson (4)		41,493
Councillor		33,194
<i>Cambridge Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		18,778
Member		9,389
<i>Te Awamutu Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		18,132
Member		9,006
Wairoa District Council		
Office		Annual remuneration (\$)
Mayor		87,054
Deputy Mayor		35,310
Committee Chairperson (3)		27,623
Councillor		25,222

Local Government Members (2019/20) Determination
2019

Schedule 1

Waitaki District Council

Office	Annual remuneration (\$)
Mayor	106,060
Deputy Mayor	36,444
Core Committee Chairperson (3)	32,020
Other Committee Chairperson (5)	28,881
Councillor with other responsibilities	27,834
Councillor	25,395

Ahuriri Community Board

Office	Annual remuneration (\$)
Chairperson	11,639
Member	5,820

Waihemo Community Board

Office	Annual remuneration (\$)
Chairperson	12,087
Member	6,044

Waitomo District Council

Office	Annual remuneration (\$)
Mayor	86,486
Deputy Mayor	33,722
Councillor	24,980

Wellington City Council

Office	Annual remuneration (\$)
Mayor	177,632
Deputy Mayor	121,388
Chairperson City Strategy Committee	107,573
Portfolio Leader (12)	99,914
Councillor	91,446

Makara–Ohariu Community Board

Office	Annual remuneration (\$)
Chairperson	9,429
Member	4,716

Tawa Community Board

Office	Annual remuneration (\$)
Chairperson	18,810
Member	9,405

Schedule I

Local Government Members (2019/20) Determination
2019

Western Bay of Plenty District Council

Office	Annual remuneration (\$)
Mayor	127,637
Deputy Mayor	48,807
Committee Chairperson (4)	43,579
Councillor	34,694

Katikati Community Board

Office	Annual remuneration (\$)
Chairperson	11,008
Member	5,504

Maketu Community Board

Office	Annual remuneration (\$)
Chairperson	5,827
Member	2,914

Omokoroa Community Board

Office	Annual remuneration (\$)
Chairperson	7,987
Member	3,993

Te Puke Community Board

Office	Annual remuneration (\$)
Chairperson	11,008
Member	5,504

Waihi Beach Community Board

Office	Annual remuneration (\$)
Chairperson	9,065
Member	4,532

Westland District Council

Office	Annual remuneration (\$)
Mayor	81,913
Deputy Mayor, Committee Chairperson and Portfolio Holder (2)	30,972
Portfolio Holder (6)	22,527
Councillor	19,711

Whakatāne District Council

Office	Annual remuneration (\$)
Mayor	121,899
Deputy Mayor	60,353
Committee Chairperson (2)	50,296

Local Government Members (2019/20) Determination
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Office	Annual remuneration (\$)
Councillor	33,529

Murupara Community Board

Office	Annual remuneration (\$)
Chairperson	7,987
Member	3,993

Rangitāiki Community Board

Office	Annual remuneration (\$)
Chairperson	10,360
Member	5,180

Tāneatua Community Board

Office	Annual remuneration (\$)
Chairperson	7,987
Member	3,993

Whakatāne–Ōhope Community Board

Office	Annual remuneration (\$)
Chairperson	17,321
Member	8,660

Whanganui District Council

Office	Annual remuneration (\$)
Mayor	128,913
Deputy Mayor	44,933
Chairperson, Strategy and Finance Committee	41,034
Chairperson, Property and Community Services Committee	41,034
Chairperson, Infrastructure and Special Projects Committee	41,034
Deputy Chairperson, Strategy and Finance Committee	36,271
Deputy Chairperson, Property and Community Services Committee	36,271
Deputy Chairperson, Infrastructure and Special Projects Committee	36,271
Councillor	34,642

Whanganui Rural Community Board

Office	Annual remuneration (\$)
Chairperson	11,224
Member	5,612

Whangarei District Council

Office	Annual remuneration (\$)
Mayor	148,351

Item 8: Mayor's Report: Attachment 1

Schedule 1	
Local Government Members (2019/20) Determination 2019	
Office	Annual remuneration (\$)
Deputy Mayor	64,303
Committee Chairperson of Standing Committee (4)	64,303
Councillor	51,443

**Local Government Members (2019/20) Determination
2019**

Schedule 2

**Schedule 2
Remuneration from 2019 election of members**

cl 7(2)

**Part 1
Remuneration of members of regional councils**

Bay of Plenty Regional Council

Office	Annual remuneration (\$)
Chairperson	146,500
Councillor (Minimum Allowable Remuneration)	54,525

Canterbury Regional Council

Office	Annual remuneration (\$)
Chairperson	180,000
Councillor (Minimum Allowable Remuneration)	63,570

Hawke's Bay Regional Council

Office	Annual remuneration (\$)
Chairperson	136,000
Councillor (Minimum Allowable Remuneration)	50,378

Manawatu–Wanganui Regional Council

Office	Annual remuneration (\$)
Chairperson	143,000
Councillor (Minimum Allowable Remuneration)	45,373

Northland Regional Council

Office	Annual remuneration (\$)
Chairperson	126,500
Councillor (Minimum Allowable Remuneration)	53,710

Otago Regional Council

Office	Annual remuneration (\$)
Chairperson	147,000
Councillor (Minimum Allowable Remuneration)	48,670

Southland Regional Council

Office	Annual remuneration (\$)
Chairperson	122,500

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Schedule 2 Local Government Members (2019/20) Determination 2019	
Office	Annual remuneration (\$)
Councillor (Minimum Allowable Remuneration)	37,788
Taranaki Regional Council	
Office	Annual remuneration (\$)
Chairperson	102,550
Councillor (Minimum Allowable Remuneration)	36,939
Waikato Regional Council	
Office	Annual remuneration (\$)
Chairperson	161,000
Councillor (Minimum Allowable Remuneration)	58,640
Wellington Regional Council	
Office	Annual remuneration (\$)
Chairperson	174,000
Councillor (Minimum Allowable Remuneration)	61,517
West Coast Regional Council	
Office	Annual remuneration (\$)
Chairperson	83,500
Councillor (Minimum Allowable Remuneration)	35,733

Part 2

Remuneration of members of territorial authorities and their community or local boards

Ashburton District Council	
Office	Annual remuneration (\$)
Mayor	121,500
Councillor (Minimum Allowable Remuneration)	25,047
Methven Community Board	
Office	Annual remuneration (\$)
Chairperson	5,396
Member	2,698
Auckland Council	
Office	Annual remuneration (\$)
Mayor	296,000
Councillor (Minimum Allowable Remuneration)	106,306

**Local Government Members (2019/20) Determination
2019**

Schedule 2

Albert–Eden Local Board

Office	Annual remuneration (\$)
Chairperson	91,700
Deputy Chairperson	55,000
Member	45,900

Devonport–Takapuna Local Board

Office	Annual remuneration (\$)
Chairperson	85,100
Deputy Chairperson	51,100
Member	43,149

Franklin Local Board

Office	Annual remuneration (\$)
Chairperson	90,000
Deputy Chairperson	54,000
Member	45,000

Great Barrier Local Board

Office	Annual remuneration (\$)
Chairperson	57,000
Deputy Chairperson	34,200
Member	28,500

Henderson–Massey Local Board

Office	Annual remuneration (\$)
Chairperson	98,800
Deputy Chairperson	59,300
Member	49,400

Hibiscus and Bays Local Board

Office	Annual remuneration (\$)
Chairperson	90,600
Deputy Chairperson	54,400
Member	45,300

Howick Local Board

Office	Annual remuneration (\$)
Chairperson	98,477
Deputy Chairperson	59,100
Member	49,200

Schedule 2		Local Government Members (2019/20) Determination 2019
<i>Kaipātiki Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		89,800
Deputy Chairperson		53,900
Member		44,900
<i>Māngere-Ōtahuhu Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		99,000
Deputy Chairperson		59,400
Member		49,500
<i>Manurewa Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		98,200
Deputy Chairperson		58,900
Member		49,100
<i>Maungakiekie-Tāmaki Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		93,900
Deputy Chairperson		56,300
Member		47,000
<i>Ōrakei Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		88,200
Deputy Chairperson		52,900
Member		44,100
<i>Ōtara-Papatoetoe Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		98,300
Deputy Chairperson		59,000
Member		49,200
<i>Papakura Local Board</i>		
Office		Annual remuneration (\$)
Chairperson		91,800
Deputy Chairperson		55,100
Member		45,900

Local Government Members (2019/20) Determination
2019

Schedule 2

Puketāpapa Local Board

Office	Annual remuneration (\$)
Chairperson	89,100
Deputy Chairperson	53,500
Member	44,600

Rodney Local Board

Office	Annual remuneration (\$)
Chairperson	87,000
Deputy Chairperson	52,200
Member	43,500

Upper Harbour Local Board

Office	Annual remuneration (\$)
Chairperson	85,500
Deputy Chairperson	51,300
Member	42,839

Waiheke Local Board

Office	Annual remuneration (\$)
Chairperson	68,700
Deputy Chairperson	41,200
Member	34,400

Waitākere Ranges Local Board

Office	Annual remuneration (\$)
Chairperson	86,600
Deputy Chairperson	52,000
Member	43,300

Waitematā Local Board

Office	Annual remuneration (\$)
Chairperson	96,600
Deputy Chairperson	58,000
Member	48,300

Whau Local Board

Office	Annual remuneration (\$)
Chairperson	91,000
Deputy Chairperson	54,600
Member	45,500

Schedule 2		Local Government Members (2019/20) Determination 2019
Buller District Council		
Office		Annual remuneration (\$)
Mayor		94,500
Councillor (Minimum Allowable Remuneration)		19,273
<i>Inangahua Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		7,158
Member		3,579
Carterton District Council		
Office		Annual remuneration (\$)
Mayor		83,500
Councillor (Minimum Allowable Remuneration)		18,825
Central Hawke's Bay District Council		
Office		Annual remuneration (\$)
Mayor		105,000
Councillor (Minimum Allowable Remuneration)		23,940
Central Otago District Council		
Office		Annual remuneration (\$)
Mayor		107,000
Councillor (Minimum Allowable Remuneration)		20,748
<i>Cromwell Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		14,245
Member		7,123
<i>Maniototo Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,907
Member		3,454
<i>Teviot Valley Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,907
Member		3,454

**Local Government Members (2019/20) Determination
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Schedule 2

Vincent Community Board

Office	Annual remuneration (\$)
Chairperson	15,326
Member	7,663

Chatham Islands Council

Office	Annual remuneration (\$)
Mayor	53,500
Councillor (Minimum Allowable Remuneration)	13,374

Christchurch City Council

Office	Annual remuneration (\$)
Mayor	195,000
Councillor (Minimum Allowable Remuneration)	97,280

Banks Peninsula Community Board

Office	Annual remuneration (\$)
Chairperson	19,729
Member	9,864

Coastal–Burwood Community Board

Office	Annual remuneration (\$)
Chairperson	47,236
Member	23,618

Fendalton–Waimairi–Harewood Community Board

Office	Annual remuneration (\$)
Chairperson	46,595
Member	23,297

Halswell–Hornby–Riccarton Community Board

Office	Annual remuneration (\$)
Chairperson	49,160
Member	24,580

Linwood–Central–Heathcote Community Board

Office	Annual remuneration (\$)
Chairperson	49,160
Member	24,580

Papanui–Innes Community Board

Office	Annual remuneration (\$)
Chairperson	47,236
Member	23,618

Schedule 2		Local Government Members (2019/20) Determination 2019
<i>Spreydon–Cashmere Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		47,236
Member		23,618
<i>Clutha District Council</i>		
Office		Annual remuneration (\$)
Mayor		110,000
Councillor (Minimum Allowable Remuneration)		19,675
<i>Lawrence–Tuapeka Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		5,828
Member		2,914
<i>West Otago Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,907
Member		3,454
<i>Dunedin City Council</i>		
Office		Annual remuneration (\$)
Mayor		166,500
Councillor (Minimum Allowable Remuneration)		59,555
<i>Mosgiel–Taieri Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		19,237
Member		9,619
<i>Otago Peninsula Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		16,244
Member		8,122
<i>Saddle Hill Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		16,458
Member		8,229
<i>Strath Taieri Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		14,669
Member		7,334

**Local Government Members (2019/20) Determination
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Waikouaiti Coast Community Board

Office	Annual remuneration (\$)
Chairperson	16,030
Member	8,015

West Harbour Community Board

Office	Annual remuneration (\$)
Chairperson	16,458
Member	8,229

Far North District Council

Office	Annual remuneration (\$)
Mayor	155,000
Councillor (Minimum Allowable Remuneration)	51,370

Bay of Islands–Whangaroa Community Board

Office	Annual remuneration (\$)
Chairperson	31,273
Member	15,637

Kaikohe–Hokianga Community Board

Office	Annual remuneration (\$)
Chairperson	26,806
Member	13,403

Te Hiku Community Board

Office	Annual remuneration (\$)
Chairperson	27,365
Member	13,682

Gisborne District Council

Office	Annual remuneration (\$)
Mayor	155,000
Councillor (Minimum Allowable Remuneration)	37,540

Gore District Council

Office	Annual remuneration (\$)
Mayor	98,500
Councillor (Minimum Allowable Remuneration)	18,477

Mataura Community Board

Office	Annual remuneration (\$)
Chairperson	4,122

Schedule 2		Local Government Members (2019/20) Determination 2019	
Office		Annual remuneration (\$)	
Member		2,061	
Grey District Council			
Office		Annual remuneration (\$)	
Mayor		102,000	
Councillor (Minimum Allowable Remuneration)		22,219	
Hamilton City Council			
Office		Annual remuneration (\$)	
Mayor		174,500	
Councillor (Minimum Allowable Remuneration)		74,552	
Hastings District Council			
Office		Annual remuneration (\$)	
Mayor		153,500	
Councillor (Minimum Allowable Remuneration)		43,332	
<i>Hastings District Rural Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson		15,036	
Member		7,518	
Hauraki District Council			
Office		Annual remuneration (\$)	
Mayor		118,000	
Councillor (Minimum Allowable Remuneration)		21,389	
Horowhenua District Council			
Office		Annual remuneration (\$)	
Mayor		129,000	
Councillor (Minimum Allowable Remuneration)		28,156	
<i>Foxton Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson		12,518	
Member		6,259	
Hurunui District Council			
Office		Annual remuneration (\$)	
Mayor		102,500	

**Local Government Members (2019/20) Determination
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Office	Annual remuneration (\$)
Councillor (Minimum Allowable Remuneration)	20,231

Hanmer Springs Community Board

Office	Annual remuneration (\$)
Chairperson	8,025
Member	4,013

Hutt City Council

Office	Annual remuneration (\$)
Mayor	158,000
Councillor (Minimum Allowable Remuneration)	53,097

Eastbourne Community Board

Office	Annual remuneration (\$)
Chairperson	13,531
Member	6,766

Petone Community Board

Office	Annual remuneration (\$)
Chairperson	16,109
Member	8,054

Wainuiomata Community Board

Office	Annual remuneration (\$)
Chairperson	16,969
Member	8,484

Invercargill City Council

Office	Annual remuneration (\$)
Mayor	140,000
Councillor (Minimum Allowable Remuneration)	34,155

Bluff Community Board

Office	Annual remuneration (\$)
Chairperson	8,591
Member	4,296

Kaikōura District Council

Office	Annual remuneration (\$)
Mayor	83,500
Councillor (Minimum Allowable Remuneration)	19,024

Schedule 2		Local Government Members (2019/20) Determination 2019
Kaipara District Council		
Office	Annual remuneration (\$)	
Mayor		119,000
Councillor (Minimum Allowable Remuneration)		30,046
Kāpiti Coast District Council		
Office	Annual remuneration (\$)	
Mayor		138,500
Councillor (Minimum Allowable Remuneration)		35,517
Ōtaki Community Board		
Office	Annual remuneration (\$)	
Chairperson		15,250
Member		7,625
Paekākāriki Community Board		
Office	Annual remuneration (\$)	
Chairperson		7,947
Member		3,973
Paraparaumu–Raumati Community Board		
Office	Annual remuneration (\$)	
Chairperson		19,976
Member		9,988
Waikanae Community Board		
Office	Annual remuneration (\$)	
Chairperson		16,325
Member		8,163
Kawerau District Council		
Office	Annual remuneration (\$)	
Mayor		92,500
Councillor (Minimum Allowable Remuneration)		17,680
Mackenzie District Council		
Office	Annual remuneration (\$)	
Mayor		83,500
Councillor (Minimum Allowable Remuneration)		18,676

**Local Government Members (2019/20) Determination
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Fairlie Community Board

Office	Annual remuneration (\$)
Chairperson	4,000
Member	2,000

Tekapo Community Board

Office	Annual remuneration (\$)
Chairperson	4,000
Member	2,000

Twizel Community Board

Office	Annual remuneration (\$)
Chairperson	4,989
Member	2,494

Manawatu District Council

Office	Annual remuneration (\$)
Mayor	121,000
Councillor (Minimum Allowable Remuneration)	28,326

Marlborough District Council

Office	Annual remuneration (\$)
Mayor	141,000
Councillor (Minimum Allowable Remuneration)	36,680

Masterton District Council

Office	Annual remuneration (\$)
Mayor	122,000
Councillor (Minimum Allowable Remuneration)	28,073

Matamata–Piako District Council

Office	Annual remuneration (\$)
Mayor	123,000
Councillor (Minimum Allowable Remuneration)	27,066

Napier City Council

Office	Annual remuneration (\$)
Mayor	145,500
Councillor (Minimum Allowable Remuneration)	43,142

Schedule 2		Local Government Members (2019/20) Determination 2019
Nelson City Council		
Office		Annual remuneration (\$)
Mayor		144,500
Councillor (Minimum Allowable Remuneration)		39,686
New Plymouth District Council		
Office		Annual remuneration (\$)
Mayor		152,000
Councillor (Minimum Allowable Remuneration)		43,463
Clifton Community Board		
Office		Annual remuneration (\$)
Chairperson		12,457
Member		6,229
Inglewood Community Board		
Office		Annual remuneration (\$)
Chairperson		14,821
Member		7,410
Kaitake Community Board		
Office		Annual remuneration (\$)
Chairperson		13,317
Member		6,659
Waitara Community Board		
Office		Annual remuneration (\$)
Chairperson		14,821
Member		7,410
Ōpōtiki District Council		
Office		Annual remuneration (\$)
Mayor		98,000
Councillor (Minimum Allowable Remuneration)		21,393
Coast Community Board		
Office		Annual remuneration (\$)
Chairperson		9,978
Member		4,989

**Local Government Members (2019/20) Determination
2019**

Schedule 2

Otorohanga District Council

Office	Annual remuneration (\$)
Mayor	91,500
Councillor (Minimum Allowable Remuneration)	18,626

Kawhia Community Board

Office	Annual remuneration (\$)
Chairperson	4,000
Member	2,000

Otorohanga Community Board

Office	Annual remuneration (\$)
Chairperson	14,315
Member	7,157

Palmerston North City Council

Office	Annual remuneration (\$)
Mayor	152,500
Councillor (Minimum Allowable Remuneration)	43,067

Porirua City Council

Office	Annual remuneration (\$)
Mayor	145,000
Councillor (Minimum Allowable Remuneration)	38,621

Queenstown–Lakes District Council

Office	Annual remuneration (\$)
Mayor	128,000
Councillor (Minimum Allowable Remuneration)	32,428

Wanaka Community Board

Office	Annual remuneration (\$)
Chairperson	23,959
Member	11,979

Rangitikei District Council

Office	Annual remuneration (\$)
Mayor	107,000
Councillor (Minimum Allowable Remuneration)	20,268

Schedule 2		Local Government Members (2019/20) Determination 2019
<i>Ratana Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		4,253
Member		2,126
<i>Taihape Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		8,676
Member		4,338
Rotorua District Council		
Office		Annual remuneration (\$)
Mayor		152,000
Councillor (Minimum Allowable Remuneration)		49,426
<i>Rotorua Lakes Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		16,797
Member		8,399
<i>Rotorua Rural Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		18,773
Member		9,387
Ruapehu District Council		
Office		Annual remuneration (\$)
Mayor		109,500
Councillor (Minimum Allowable Remuneration)		19,637
<i>National Park Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		5,857
Member		2,928
<i>Waimarino–Waiouru Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		8,676
Member		4,338

Local Government Members (2019/20) Determination
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Selwyn District Council

Office	Annual remuneration (\$)
Mayor	136,500
Councillor (Minimum Allowable Remuneration)	34,613

Malvern Community Board

Office	Annual remuneration (\$)
Chairperson	17,720
Member	8,860

South Taranaki District Council

Office	Annual remuneration (\$)
Mayor	126,000
Councillor (Minimum Allowable Remuneration)	25,410

Eltham-Kaponga Community Board

Office	Annual remuneration (\$)
Chairperson	11,400
Member	5,700

Pātea Community Board

Office	Annual remuneration (\$)
Chairperson	11,008
Member	5,504

Taranaki Coastal Community Board

Office	Annual remuneration (\$)
Chairperson	12,485
Member	6,243

Te Hāwera Community Board

Office	Annual remuneration (\$)
Chairperson	14,030
Member	7,015

South Waikato District Council

Office	Annual remuneration (\$)
Mayor	120,500
Councillor (Minimum Allowable Remuneration)	25,289

Schedule 2		Local Government Members (2019/20) Determination 2019
<i>Tirau Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,691
Member		3,346
<i>South Wairarapa District Council</i>		
Office		Annual remuneration (\$)
Mayor		92,000
Councillor (Minimum Allowable Remuneration)		18,576
<i>Featherston Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,507
Member		3,253
<i>Greytown Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,507
Member		3,253
<i>Martinborough Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		6,507
Member		3,253
<i>Southland District Council</i>		
Office		Annual remuneration (\$)
Mayor		124,000
Councillor (Minimum Allowable Remuneration)		25,874
<i>Ardlussa Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		7,483
Member		3,742
<i>Fiordland Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		9,200
Member		4,600
<i>Northern Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		7,235

**Local Government Members (2019/20) Determination
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Office	Annual remuneration (\$)
Member	3,618

Oraka-Aparima Community Board

Office	Annual remuneration (\$)
Chairperson	8,083
Member	4,042

Oreti Community Board

Office	Annual remuneration (\$)
Chairperson	10,415
Member	5,208

Stewart Island/Rakiura Community Board

Office	Annual remuneration (\$)
Chairperson	4,000
Member	2,000

Tuatapere Te Waewae Community Board

Office	Annual remuneration (\$)
Chairperson	7,059
Member	3,530

Waihopai Toetoe Community Board

Office	Annual remuneration (\$)
Chairperson	9,805
Member	4,903

Wallace Takitimu Community Board

Office	Annual remuneration (\$)
Chairperson	8,594
Member	4,297

Stratford District Council

Office	Annual remuneration (\$)
Mayor	89,500
Councillor (Minimum Allowable Remuneration)	18,626

Tararua District Council

Office	Annual remuneration (\$)
Mayor	112,500
Councillor (Minimum Allowable Remuneration)	26,718

Schedule 2		Local Government Members (2019/20) Determination 2019
<i>Dannevirke Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		11,656
Member		5,828
<i>Eketahuna Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		7,554
Member		3,777
Tasman District Council		
Office		Annual remuneration (\$)
Mayor		154,000
Councillor (Minimum Allowable Remuneration)		37,417
<i>Golden Bay Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		13,103
Member		6,551
<i>Motueka Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		14,606
Member		7,303
Taupō District Council		
Office		Annual remuneration (\$)
Mayor		134,000
Councillor (Minimum Allowable Remuneration)		34,747
<i>Turangi–Tongariro Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		16,836
Member		8,418
Tauranga City Council		
Office		Annual remuneration (\$)
Mayor		166,500
Councillor (Minimum Allowable Remuneration)		78,050

**Local Government Members (2019/20) Determination
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Thames–Coromandel District Council

Office	Annual remuneration (\$)
Mayor	130,000
Councillor (Minimum Allowable Remuneration)	35,226

Coromandel–Colville Community Board

Office	Annual remuneration (\$)
Chairperson	15,714
Member	7,857

Mercury Bay Community Board

Office	Annual remuneration (\$)
Chairperson	18,801
Member	9,400

Tairua–Pauanui Community Board

Office	Annual remuneration (\$)
Chairperson	15,714
Member	7,857

Thames Community Board

Office	Annual remuneration (\$)
Chairperson	19,924
Member	9,962

Whangamata Community Board

Office	Annual remuneration (\$)
Chairperson	17,117
Member	8,558

Timaru District Council

Office	Annual remuneration (\$)
Mayor	132,500
Councillor (Minimum Allowable Remuneration)	35,543

Geraldine Community Board

Office	Annual remuneration (\$)
Chairperson	11,008
Member	5,504

Schedule 2		Local Government Members (2019/20) Determination 2019
<i>Pleasant Point Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		8,633
Member		4,317
<i>Temuka Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		11,224
Member		5,612
Upper Hutt City Council		
Office		Annual remuneration (\$)
Mayor		128,000
Councillor (Minimum Allowable Remuneration)		31,883
Waikato District Council		
Office		Annual remuneration (\$)
Mayor		148,500
Councillor (Minimum Allowable Remuneration)		42,010
<i>Huntly Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		10,524
Member		5,262
<i>Ngaruawahia Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		10,524
Member		5,262
<i>Onewhero–Tuakau Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		10,955
Member		5,477
<i>Raglan Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		8,807
Member		4,403
<i>Taupiri Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		4,000

**Local Government Members (2019/20) Determination
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Office	Annual remuneration (\$)
Member	2,000

Waimakariri District Council

Office	Annual remuneration (\$)
Mayor	137,500
Councillor (Minimum Allowable Remuneration)	37,073

Kaiapoi–Tuahiwi Community Board

Office	Annual remuneration (\$)
Chairperson	17,480
Member	8,740

Oxford–Ohoka Community Board

Office	Annual remuneration (\$)
Chairperson	16,468
Member	8,234

Rangiora–Ashley Community Board

Office	Annual remuneration (\$)
Chairperson	22,547
Member	11,274

Woodend–Sefton Community Board

Office	Annual remuneration (\$)
Chairperson	14,441
Member	7,221

Waimate District Council

Office	Annual remuneration (\$)
Mayor	86,500
Councillor (Minimum Allowable Remuneration)	19,024

Waipa District Council

Office	Annual remuneration (\$)
Mayor	135,500
Councillor (Minimum Allowable Remuneration)	31,534

Cambridge Community Board

Office	Annual remuneration (\$)
Chairperson	18,778
Member	9,389

Schedule 2		Local Government Members (2019/20) Determination 2019
<i>Te Awamutu Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		18,132
Member		9,006
<i>Wairoa District Council</i>		
Office		Annual remuneration (\$)
Mayor		101,000
Councillor (Minimum Allowable Remuneration)		23,961
<i>Waitaki District Council</i>		
Office		Annual remuneration (\$)
Mayor		114,500
Councillor (Minimum Allowable Remuneration)		24,125
<i>Ahuriri Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		11,639
Member		5,820
<i>Waihemo Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		12,087
Member		6,044
<i>Waitomo District Council</i>		
Office		Annual remuneration (\$)
Mayor		97,500
Councillor (Minimum Allowable Remuneration)		23,731
<i>Wellington City Council</i>		
Office		Annual remuneration (\$)
Mayor		180,500
Councillor (Minimum Allowable Remuneration)		86,874
<i>Makara–Ohariu Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		9,429
Member		4,716
<i>Tawa Community Board</i>		
Office		Annual remuneration (\$)
Chairperson		18,810

**Local Government Members (2019/20) Determination
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Schedule 2

Office	Annual remuneration (\$)
Member	9,405

Western Bay of Plenty District Council

Office	Annual remuneration (\$)
Mayor	136,500
Councillor (Minimum Allowable Remuneration)	32,959

Katikati Community Board

Office	Annual remuneration (\$)
Chairperson	11,008
Member	5,504

Maketu Community Board

Office	Annual remuneration (\$)
Chairperson	5,827
Member	2,914

Omokoroa Community Board

Office	Annual remuneration (\$)
Chairperson	7,987
Member	3,993

Te Puke Community Board

Office	Annual remuneration (\$)
Chairperson	11,008
Member	5,504

Waihi Beach Community Board

Office	Annual remuneration (\$)
Chairperson	9,065
Member	4,532

Westland District Council

Office	Annual remuneration (\$)
Mayor	90,500
Councillor (Minimum Allowable Remuneration)	18,725

Whakatāne District Council

Office	Annual remuneration (\$)
Mayor	134,000
Councillor (Minimum Allowable Remuneration)	31,853

Schedule 2		Local Government Members (2019/20) Determination 2019	
<i>Murupara Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson			7,987
Member			3,993
<i>Rangitāiki Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson			10,360
Member			5,180
<i>Tāneatua Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson			7,987
Member			3,993
<i>Whakatāne–Ōhope Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson			17,321
Member			8,660
Whanganui District Council			
Office		Annual remuneration (\$)	
Mayor			141,000
Councillor (Minimum Allowable Remuneration)			32,910
<i>Whanganui Rural Community Board</i>			
Office		Annual remuneration (\$)	
Chairperson			11,224
Member			5,612
Whangarei District Council			
Office		Annual remuneration (\$)	
Mayor			156,000
Councillor (Minimum Allowable Remuneration)			48,871

Local Government Members (2019/20) Determination
2019

Explanatory
memorandum

Dated at Wellington this 14th day of June 2019.



Chairperson.

Member.

Member.

Explanatory memorandum

This memorandum is not part of the determination, but is intended to indicate its general effect.

This determination comes into force on 1 July 2019 and expires on the close of 30 June 2020.

Over the past 2 years, the Remuneration Authority (the **Authority**) has conducted a major review of the local government sector remuneration, which included extensive consultation. As a result of the review, the Authority decided to make 2 changes to the way in which local government remuneration is set. First, it adopted a set of revised and updated council size indices (one each for territorial authorities, unitary authorities, and regional councils); and, secondly, it decided to introduce a more locally responsive way of setting members' remuneration. It should be noted that the remuneration of mayors, regional council chairpersons, and community board and Auckland local board members is not included in the second change.

First change: revised and updated council size indices

The first alteration, revised and updated council size indices, resulted in changes to council rankings on their relevant index. The new sizes relate to the size of the governance role of each council, based on a number of indicators. The size rankings are not related to the number of councillors on any council and will not be affected if councillor numbers increase or decrease in future. As well as changes to the size indices, the Authority has created a local government pay scale, generally using parliamentary remuneration as a comparator. Christchurch City Council (the largest council aside from Auckland) sits at the top of the council pay scale. For smaller councils, the bottom of the pay scale is set by a pro rata proportion of the average annual wage. Because of their extreme sizes, Auckland and Chatham Islands councils will sit outside the range of the pay scale.

The Authority began introducing the changes to the index rankings in the Local Government Members (2018/19) (Local Authorities) Determination 2018 (the **2018 Determination**), which are continued in this determination. The changes will be fully

completed following the 2019 local election, when the second part of the new approach will also be applied. These changes involve a major reassessment of the existing rates paid to councillors. Implementation of the new approach over a period means that, between 1 July 2018 and October 2019, changes to remuneration for elected local government members will have varied to a considerable degree between councils, rather than being an overall consistent percentage increase. For some, there will be no movement over this time, whereas for others there will be a substantial increase, reflecting the Authority's new assessment of the size of councils' responsibilities.

Second change: how the Authority sets councillor remuneration

The second alteration is in the way that the Authority sets councillor remuneration.

Under the system used for the past several years, the Authority has set a base councillor rate for each council, then for each council a sum equivalent to the base pay of 2 councillors has been set aside to pay extra remuneration to those undertaking positions of responsibility, such as deputy mayors or chairpersons of committees. In each case, the councils themselves make recommendations to the Authority on how the pool should be allocated, and those recommendations are then considered by the Authority before making its determination. This is how remuneration has been determined in *Schedule 1* of this determination, which applies from 1 July 2019 until the end of the day on which the official result is declared for each new council following the local government election on 12 October 2019.

Under the new approach, the Authority has created a total "governance remuneration pool" for each council, reflecting the ranking of that council on the index (*see the table at the foot of this explanatory memorandum*). The size of each pool does not correspond to the number of councillors on each council, which ranges from 6 to 16 (excluding Auckland). The governance pool is the total amount of money that the Authority has determined is available to pay councillor remuneration per annum. When each new council takes office following the 2019 local election, the council will be invited to give the Authority recommendations for how its pool should be distributed among the council members. The recommendations will include a rate for base councillor remuneration and rates for all positions of responsibility. The Authority will then consider the councils' recommendations before determining the remuneration payable to members.

Mayors, regional council chairpersons, Auckland local board members, and community board members

The second change to local government remuneration (ie, the introduction of the governance remuneration pool) does not apply to mayors, regional council chairpersons, Auckland local board members, or community board members. Remuneration for mayors and regional council chairpersons will continue to be set individually by the Authority and will reflect each council's ranking on the relevant size index. The largest role in local government (the Mayor of Auckland) has been generally benchmarked around the remuneration of a Cabinet minister and will not exceed that level.

The Authority has developed a separate size index for Auckland local boards that is not the same as the indices for territorial, unitary, or regional authorities. It takes into account the singular characteristics and accountabilities of Auckland local boards, including their representational responsibilities for (in many cases) large populations. The Authority contemplated a pool system for Auckland local boards, but ultimately did not implement this because the Auckland local boards have no formal positions of responsibility aside from their deputy chairpersons. For that reason, the Authority will continue to set remuneration for Auckland local board chairpersons, deputy chairpersons, and members. Based on the new local board size index, there are some differences between boards in the level of remuneration increases of local board members in this determination as the new system is phased in.

The Authority reviewed the position of community board members as one of the final parts of its overall review of local government remuneration. The Authority's original thesis was that, because community boards are part of the governance apparatus of councils, their costs should be included in the governance pool for each council, which would be the same size pool regardless of whether or not a council had any community boards.

However, the data the Authority examined indicated such massive variances in roles and powers, in per capita representation, and in cost that it was unable to rank community boards in any sensible order. As a result, the Authority decided that, for the time being, it would have significant difficulty creating a robust index that could be incorporated into the overall approach to the remuneration of councillors. In this determination, the Authority has applied an across-the-board increase of 2% to most community board members, reflecting the Labour Cost Index for the public sector for the year ended 30 March 2019. A small number of community boards have received no increase because their remuneration costs per capita are significantly higher than those of most other community boards.

Despite the above approaches, the Authority has applied a minimum level of remuneration even for smaller community boards representing tiny populations. Members of those boards need fair payment, even if it were just considered a meeting attendance fee, so the Authority has increased their remuneration to the minimum level of \$2,000 before tax.

For the time being, if a council delegates significant powers and functions to 1 or more community boards and, as a consequence, recommends that the Authority increases the remuneration of their community board members, the additional funds will come out of the council's governance remuneration pool.

Where the numbers and relative size of community boards within a territorial authority have changed as a result of a representation review that will apply from the date of the 2019 local elections, the remuneration of community board members has been specifically assessed to reflect the changes.

Motor vehicles

The annual remuneration for a mayor or regional chairperson, shown in *Schedule 1* and *Schedule 2*, is their total remuneration and it includes the annual value of their motor vehicle entitlement. If a council provides its mayor or regional chairperson with a motor vehicle, there is a consequent salary reduction. The rules for the calculation of the benefit are in *clause 9* of this determination and also on the Authority's website.

Upper limits on the purchase prices of petrol/diesel and electric/hybrid motor vehicles (including on-road costs and goods and services tax paid) were set by the Authority in the 2018 Determination and have not been changed. These upper limits take account of the vehicle being fit for purpose, the safety of the driver, and fairness to the rate-payers. For this determination, the Authority reviewed the maximum purchase rate for motor vehicles and decided to retain the current levels. However, it recommends that all councils utilise the All of Government procurement process to optimise the value of their purchases. The new purchase price limits do not apply to existing motor vehicles currently provided to mayors and regional chairpersons. In those cases, the actual purchase prices are grandparented until the existing vehicles are replaced.

Allowances

The vehicle mileage allowance rates (*clause 11*) have been updated to reflect the new kilometre rates for self-employed people and employees published by the Inland Revenue Department on its website as at 7 June 2019.

The communications and travel time allowances for members have not been changed this year and the details are in *clauses 12 and 13* and on the Authority's website.

This year, for the first time, the Authority has introduced a childcare allowance for members who have responsibility for caring for children under the age of 14 years. The allowance is a contribution towards expenses incurred by the member for the provision of childcare while the member is engaged on local authority business. The allowance is capped and is subject to certain conditions outlined in *clause 14* of this determination.

Payment of any or all of the allowances is at the discretion of each council. All the allowances included in this determination are reviewed annually.

Governance remuneration pool table

The table below sets out the local government governance remuneration pools for councillors that will apply on and after the day after the date on which the official result of the 2019 local election of members for an individual council is declared, for the purpose described above.

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Part 1

Remuneration pools for councillors of regional councils

Council	Governance remuneration pool (\$)
Bay of Plenty Regional Council	869,154
Canterbury Regional Council	964,061
Hawke's Bay Regional Council	557,483
Manawatu-Wanganui Regional Council	638,974
Northland Regional Council	580,951
Otago Regional Council	703,598
Southland Regional Council	555,828
Taranaki Regional Council	466,596
Waikato Regional Council	933,748
Wellington Regional Council	921,454
West Coast Regional Council	317,737

Part 2

Remuneration pools for councillors of territorial authorities

Territorial authority	Governance remuneration pool (\$)
Auckland Council	2,556,478
Ashburton District Council	377,856
Buller District Council	264,396
Carterton District Council	220,330
Central Hawke's Bay District Council	267,264
Central Otago District Council	276,480
Chatham Islands Council	147,488
Christchurch City Council	1,843,200
Clutha District Council	352,528
Dunedin City Council	1,105,920
Far North District Council	707,201
Gisborne District Council	631,530
Gore District Council	286,429
Grey District Council	248,832
Hamilton City Council	1,194,394
Hastings District Council	790,733
Hauraki District Council	350,208
Horowhenua District Council	433,152
Hurunui District Council	248,832
Hutt City Council	827,228
Invercargill City Council	506,880
Kaikōura District Council	198,297
Kaipara District Council	359,424
Kāpiti Coast District Council	497,664

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	Governance remuneration pool (\$)
Territorial authority	
Kawerau District Council	220,330
Mackenzie District Council	176,264
Manawatu District Council	377,856
Marlborough District Council	583,467
Masterton District Council	372,130
Matamata-Piako District Council	387,072
Napier City Council	705,096
Nelson City Council	603,300
New Plymouth District Council	778,568
Ōpōtiki District Council	211,968
Otorohanga District Council	198,297
Palmerston North City Council	778,568
Porirua City Council	543,744
Queenstown-Lakes District Council	423,936
Rangitikei District Council	286,429
Rotorua District Council	714,084
Ruapehu District Council	294,912
Selwyn District Council	479,232
South Taranaki District Council	414,720
South Waikato District Council	354,912
South Wairarapa District Council	242,363
Southland District Council	396,288
Stratford District Council	264,396
Tararua District Council	313,344
Tasman District Council	624,528
Taupō District Council	470,016
Tauranga City Council	1,105,920
Thames-Coromandel District Council	427,180
Timaru District Council	451,584
Upper Hutt City Council	423,936
Waikato District Council	729,480
Waimakariri District Council	488,448
Waimate District Council	220,330
Waipa District Council	470,016
Wairoa District Council	223,592
Waitaki District Council	331,776
Waitomo District Council	211,968
Wellington City Council	1,585,152
Western Bay of Plenty District Council	479,232
Westland District Council	220,330
Whakatāne District Council	446,388
Whanganui District Council	516,096
Whangarei District Council	815,063

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Note: The above remuneration pools do not apply to mayors, regional chairpersons, Auckland local board members, or community board members.

However, if a council has delegated significant powers and functions to its community board(s) and as a consequence proposes an increase to the remuneration of community board members, the additional funds will come out of the council's governance remuneration pool.

Issued under the authority of the Legislation Act 2012.
Date of notification in *Gazette*:

Nelson City Council Policy

Contact person for queries:	Manager Administration
Approved by:	Council and the Remuneration Authority
Date:	July 2016
Review date:	May 2019

ELECTED MEMBERS' REIMBURSEMENT AND EXPENSES POLICY

1. Purpose and scope

- 1.1 This policy is required by the Remuneration Authority and has been prepared according to the guidelines from the Office of the Auditor General regarding controlling sensitive expenditure.
- 1.2 The policy sets out the process for elected members to claim actual and reasonable expenses for vehicle mileage, travel time, communications, resource consent hearings, in accordance with the Local Government Elected Members (Certain Local Authorities) Determination 2016. This policy also covers district licensing committee fees, training, travel, accommodation and meal costs. The aim is to avoid unjustified expenditure and to provide for adequate documentation for the administration of the claims process. Claims are to be adequately substantiated, linked to business purposes and properly approved.

2. Principles

- 2.1 In the administration of this policy, elected members are expected to exercise proper and prudent behaviour in relation to expenditure. This includes being honest and accountable, and complying with expenditure controls. Relevant principles are:
 - There must be a justifiable business purpose
 - Expenditure decisions must preserve impartiality
 - Expenditure must be moderate and conservative, having regard to the circumstances
 - The process must be transparent and appropriate in all respects, it should be able to withstand public scrutiny and have appropriate approvals
- 2.2 Council officers will ensure good financial controls and scrutiny of expenditure in the administration of this policy and elected members are expected to exercise sound judgment and integrity.

3. Reimbursement

- 3.1 Reimbursements will be paid directly into the member's bank account.

4. Vehicle Mileage Allowance

- 4.1 A local authority may pay a member a vehicle mileage allowance for travel by the member in accordance with the relevant Local Government Elected Members (Certain Local Authorities) Determination issued by the Remuneration Authority.
- 4.2 Members are required to fill out a claim form (A319932) to seek reimbursement for vehicle mileage. This form must be submitted to the Office of the Mayor within two weeks of the date of travel. Authorisation of claims will be done by the Manager Administration or an Administration Adviser.

5. Travel Time Allowance

- 5.1 A local authority may pay a member a travel time allowance in accordance with the relevant Local Government Elected Members (Certain Local Authorities) Determination issued by the Remuneration Authority.
- 5.2 Members are required to fill out a claim form (A319932) to seek reimbursement for travel time. This form must be submitted to the Office of the Mayor within two weeks of the date of travel. Authorisation of claims will be done by the Manager Administration or an Administration Adviser.

6. Communications Allowance

- 6.1 The Local Government Elected Members (Certain Local Authorities) Determination issued by the Remuneration Authority allows for a communications allowance to be paid if members are required to use their own equipment and communication services.
- 6.2 Elected members are required to provide their own equipment and communication services and as a result are paid the maximum amount allowed by the Local Government Elected Members (Certain Local Authorities) Determination. This amount will be paid on a pro rata fortnightly basis.
- 6.3 At the beginning of the triennium, the amount for the first financial year may be paid out as a lump sum to allow for purchases of equipment. In the second and third years the allowance would be paid on a pro rata fortnightly basis. If the initial lump sum option is to be taken up, members must notify the Manager Administration or an Administration Adviser by December 2016.
- 6.4 As members are providing their own devices, they are required to comply with the appropriate Council Information Technology policy on the matter at the start of each triennium.
- 6.5 Members must ensure their devices, applications used and connectivity plans are approved by Council's IT officers for use with Council's systems. Assistance from the IT service desk is available to members for problems with email, calendars, access to shared documents and connection to wi-fi only.

7. Childcare allowance

From 2019/20 the Authority has introduced a childcare allowance for members who have responsibility for caring for children under the age of 14 years. The allowance is a contribution towards expenses incurred by a member for provision of childcare while the member is engaged on local authority business. The allowance is capped at a maximum of \$6,000 per annum, per child.

The childcare allowance is only payable if –

- (a) The member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and
- (b) the child is under 14 years of age; and
- (c) the childcare is provided by a person who –
 - (i) is not a family member of the member; and
 - (ii) does not ordinarily reside with the member; and
- (d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.

7.8. Resource Consent Hearing Fees

7.18.1 A local authority may pay members for involvement in Resource Consent hearings in accordance with the relevant Local Government Elected Members (Certain Local Authorities) Determination issued by the Remuneration Authority.

7.28.2 Members are required to fill out a claim form (A319932) to seek payment for resource consent hearings. This form must be submitted to the Manager Consents and Compliance within two weeks of the date of the hearing. Authorisation of claims will be done by the Manager Consents and Compliance.

8.9. District Licensing Committee Fees

8.19.1 A member of a local authority who acts as the Chairperson of a District Licensing Committee hearing is entitled to be paid a fee of \$78 per hour or \$624 per day.

8.29.2 A member of a local authority who is not the Chairperson of a District Licensing Committee hearing is entitled to be paid a fee of \$51 per hour or \$408 per day.

8.39.3 Members undertaking District Licensing Committee duties may be reimbursed for preparation time at the above rates.

8.49.4 For any period of District Licensing Committee time that is less than one hour, the fee must be apportioned accordingly.

8.59.5 Members undertaking District Licensing Committee work may be reimbursed for reasonable expenses as determined by the Minister of Justice in accordance with the Cabinet fees framework and set out in the District Licensing Committee expenses claim forms.

~~8-69.6~~ Members are also entitled to claim a vehicle mileage allowance for travel by the member as set out in this policy.

~~8-79.7~~ District Licensing Committee hearing fees are not payable to the Mayor of a territorial authority.

~~8-89.8~~ Members are required to fill out a claim form (A1133337 for members or A1126240 for the Commissioner) to seek payment for District Licensing Committee fees. This form must be submitted to the Manager Consents and Compliance within two weeks of the event being claimed for. Authorisation of claims will be done by the Manager Consents and Compliance.

~~9-10.~~ Nelson Plan Hearing Fees

~~9-110.1~~ A member of a local authority who participates in a Nelson Plan hearing is entitled to be paid a fee of \$100 per day.

~~9-210.2~~ Members participating in Nelson Plan hearings must be accredited.

~~9-310.3~~ Members are required to fill out a claim form (A319932) to seek payment for Nelson Plan hearings. This form must be submitted to the Manager Planning within two weeks of the date of the hearing. Authorisation of claims will be done by the Manager Administration.

~~10-11.~~ Training, Travel and Accommodation

~~10-111.1~~ Council takes a whole of triennium based approach to budgeting for elected members training, travel and accommodation.

~~10-211.2~~ This provides a set amount of budget for each member for the triennium. This amount is to be spent at the members' discretion and in line with the agreed criteria for elected members' travel and training (A1103850). Additionally, the guidelines in this policy will be applied by officers when making arrangements or reimbursing expenses.

~~10-311.3~~ Any international travel must be approved by Council resolution prior to that travel taking place. This includes all travel for Sister City purposes. See the section of this policy related to international travel for further guidance.

~~10-411.4~~ Individual members will be responsible for demonstrating that their selected options align with the agreed criteria, in response to queries from Council, the public, or the media.

~~10-511.5~~ Following attendance at an event, elected members will provide a report back to the Chief Executive for sharing with fellow members via the Councillors' Newsletter.

~~10-611.6~~ Budget expenditure will be reported quarterly at every alternate ordinary Council meeting.

~~10-711.7~~ A one-off funding pool will be available for any other opportunities that may arise, in line with the agreed criteria. Council must formally approve expenditure from this pool in advance, and in line with the agreed criteria, through a Mayor's report. Priority will be given to opportunities that are open to, and will benefit, all elected members.

~~10.8~~11.8 Elected members may also come back to Council for funding from the one-off funding pool over and above their individual allocation, through a Mayor's report, if they are facing extenuating circumstances or an extra burden in their role as elected member.

~~10.9~~11.9 To book training, travel or accommodation members are requested to contact the Office of the Mayor to initiate the process with officers.

~~10.10~~11.10 The following costs will be covered for members attending conferences, seminars and training where applicable:

- Conference/registration fees;
- airfares;
- accommodation;
- meals (excluding mini bar expenses);
- transportation (buses, taxis, transfers).

~~10.11~~11.11 It is expected that registrations, travel and accommodation would be pre-booked and charged back to Council so minimal additional reimbursement would be required. Should additional expenses be incurred, members are required to fill out a claim form (A319932) to seek reimbursement. This form must be submitted to the Office of the Mayor within two weeks of the date of travel. Authorisation of claims will be done by the Manager Administration or an Administration Adviser.

~~10.12~~11.12 Applicable claims

~~10.12.1~~11.12.1 The purpose of the expenditure must be clearly stated on the expense claim form. Independent scrutiny of these expense claim forms (including travel) may be carried out by council officers to ensure they meet policy requirements.

~~10.12.2~~11.12.2 Only the actual and reasonable costs of travel, or accommodation expenses and meals will be reimbursed, on the basis of original, itemised GST tax receipts or documentation attached to the claim form. Credit card statements do not constitute adequate documentation for reimbursement. Meals up to the value of the

following will be paid per day, except for the circumstances set out in 10.12.5 below: breakfast \$15-\$20, lunch \$10-\$15, dinner up to \$35.

~~10.12.3~~11.12.3 Alcohol purchases will be reimbursed if consumed in moderation (one glass of wine or beer) and accompanying a meal or with prior approval for a specific occasion.

~~10.12.4~~11.12.4 Council will not reimburse any mini-bar expenses as itemised charge-backs not readily available which provides a lack of transparency for these costs.

~~10.12.5~~11.12.5 Separate meal expenses may not be claimed if a meal is provided as part of another package paid by Council, including conference fees.

~~10.12.6~~11.12.6 As members receive a communications allowance which covers mobile devices, no reimbursements are available for telephone calls or internet access while travelling.

~~10.13~~11.13 Air Travel

~~10.13.1~~11.13.1 Where a member requires air travel, to the extent practical, this should be booked well ahead of the actual travel to be most cost-effective. Discounted economy or economy class is to be used for journeys of up to 4 hours of uninterrupted flight duration, unless there is a medical, safety or business related reason to make business class preferable. In the rare event business class travel is necessary a clearly explained rationale is required. Membership of airline clubs requires a clear business purpose and approval by the Chief Executive.

~~10.14~~11.14 Accommodation

~~10.14.1~~11.14.1 Where a member requires overnight accommodation, this should be cost-effective, but in a convenient location.

~~10.15~~11.15 Staying with friends or family

~~10.15.1~~11.15.1 Where a member chooses to stay with friends or relatives at their destination there is to be no payment made for accommodation or related costs. It is accepted as reasonable for Council to reimburse the cost of a moderate gift or equivalent contribution for the host. Actual and reasonable GST tax receipts must be provided to claim for these costs. The cost must be reasonable in relation to the length of the stay and prior approval must be sought from the Manager Administration or an Administration Adviser.

~~10.16~~11.16 Travel at destination

~~10.16.1~~11.16.1 The use of taxis is expected to be moderate, conservative and cost-effective relative to other forms of transport available. Taxis are not to be used for travel between work and home, unless there are exceptional circumstances and this must be approved in advance.

~~10.16.2~~11.16.2 Where a pre-paid card is available for public transport (e.g. buses in Wellington) and taxis, this is the preferred travel option.

~~10.16.3~~11.16.3 Where a member requires a rental vehicle at their destination, it is expected that the most economical type and size of rental car is used, consistent with the requirements of the trip. The driver is expected to pay any fines (parking or traffic offences) incurred whilst

using a rental vehicle for business purposes. Private use of a rental vehicle is not permitted, except in exceptional circumstances, and the member must reimburse Council for any additional cost.

~~10.17~~11.17 Use of own vehicle

~~10.17.1~~11.17.1 Members who decide to travel significant distances by road instead of by air (for example to Christchurch), will receive cost reimbursement at the level of the cheapest available return flight, rather than the kilometre reimbursement. Reimbursement for travel time will not be applicable in this situation.

~~10.18~~11.18 Extended stays before or after the work-related event

~~10.18.1~~11.18.1 Members may choose to book flights for times extending beyond the work-related event, for example to return at the end of a weekend following a conference ending on a Friday, provided there is no additional cost to Council and the arrangement did not give rise to any perception of inappropriateness. The private travel must only be incidental to the Council purpose of the travel. Any costs associated with non-work time are at the expense of the member, apart from reasonable costs that would normally be associated with travel for the work-related purpose, such as transport directly between an airport and the venue.

~~10.19~~11.19 International Travel

~~10.19.1~~11.19.1 All international travel must be approved by Council resolution prior to that travel taking place. This includes all travel for Sister City purposes.

~~10.19.2~~11.19.2 The following costs will be covered for members travelling internationally on Council business:

- airfares;
- accommodation;
- meals;
- transportation (buses, taxis, transfers);
- Travel insurance;
- Costs for any visas;
- Conference/registration fees

~~10.19.3~~11.19.3 The guidance in the policy will also be applied to international travel.

~~10.20~~11.20 Travelling spouses, partners or other family members

~~10.20.1~~11.20.1 As a general principle, travel costs of accompanying spouses, partners, or other family members will not be paid by Council. In the rare circumstances that involvement of a spouse directly contributes to a clear business purpose, the spouse's travel costs (including what costs will and will not be covered) must be approved by Council resolution prior to that travel taking place.

~~11.12.~~ **Cash advances**

~~11.12.1~~ It is not expected that cash advances will be made available to members.

~~12.13.~~ **Reimbursement**

~~12.13.1~~ Reimbursements will be paid directly into the member's bank account.

~~13.14.~~ **Tipping**

~~13.14.1~~ Tipping is discretionary, and usually undocumented, expenditure. Tipping will not be reimbursed whilst a councillor is in New Zealand for business purposes. Tipping will only be reimbursed during international travel in places where tipping is local practice.

~~14.15.~~ **Koha**

~~14.15.1~~ A Koha is a gift, a token, or a contribution given on appropriate occasions. The size of the koha is to be determined by the individual occasion. Koha are not to be confused with any other payments that Council makes to an organisation. All koha need to be approved in advance. Members must approach the Office of the Mayor to initiate this process. The giving of koha is likely to attract withholding tax.

~~15.16.~~ **Meals for Meetings Held in Nelson**

~~15.16.1~~ For meetings which continue through normal meal times, members will be provided with a basic meal.

~~15.216.2~~ For Resource Consent Hearings, members may be reimbursed for the cost of lunch as appropriate. Members are required to fill out and submit a claim form (A319932) to obtain this reimbursement.

~~16.17.~~ **Giving Gifts**

~~16.17.1~~ There may be occasions where a gift is given as a token of recognition of something provided by the recipient or as a customary gesture, such as a gift to a Sister City. Members must ensure that the value of nature of the gift is moderate, conservative and appropriate for the occasion, that there is no expectation of favour in return, and is not given in substitute for a legitimate payment or remuneration. Gifts need to have a justifiable business purpose. The acceptance of gifts is addressed in the Elected Members Code of Conduct (A1181923).

17.18. Mayor's Credit Card

17.18.1 Council provides a credit card for Mayoral use. Use of the credit card must comply with the Nelson City Council Credit Card Use Policy (A18269)

18.19. Related policies

18.19.1 Elected Members Travel and Training Criteria (A1103850)

18.219.2 Elected Members Code of Conduct (A1181923)

18.319.3 Nelson City Council Credit Card Use Policy (A18269)

19.20. Related forms

19.120.1 Elected Members Expenses claim form (A319932)

19.220.2 District Licensing Committee Members Expenses claim form (A1133337)

19.320.3 District Licensing Committee Commissioner Expenses claim form (A1126240)

REPORT R10337

**Certified Emissions Measurement and Reduction Scheme
(CEMARS) Emissions Inventory Report and Action Plan
to Reduce Council Greenhouse Gas Emissions**

1. Purpose of Report

- 1.1 To accept the 2017/18 baseline Emissions Inventory Report (EIR) of Council's greenhouse gas emissions drawn up under the Certified Emissions Measurement and Reduction Scheme (CEMARS) protocol; and
- 1.2 To adopt the CEMARS Action Plan compiled by staff to enable Council to set an organisation-wide target by June 2020 to reduce greenhouse gas emissions.

2. Summary

- 2.1 Climate change is a significant and urgent local, national and international issue. This has already been signalled both by Council declaring a Climate Change Emergency, and the upcoming Climate Change Response (Zero Carbon) Amendment Bill. This Bill supports the need for urgent change through a transition to a low emissions and climate resilient New Zealand, with a focus both on mitigation (reducing greenhouse gas emissions) and adaptation (responding to changes caused by climate change).
- 2.2 Local government will have a key role to play with both mitigation and adaptation. Councils, through the delivery of core services, are significant emitters of greenhouse gas emissions. This means that Councils need to be a role model for the wider community on how to reduce greenhouse gas emissions.

3. Recommendation

That the Council

- 1. Receives the report Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and***

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS)
Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas
Emissions

***Action Plan to Reduce Council Greenhouse
Gas Emissions (R10337) and its
attachments (A2222281, A2223596 and
A2220460); and***

***2. Approves the Certified Emissions
Measurement and Reduction Scheme Action
Plan.***

4. Background

- 4.1 Council resolved on 3 May 2018, to commit to adopting and implementing a comprehensive plan to reduce carbon emissions (R9121).
- 4.2 On 16 May 2019, Council declared a climate emergency (A2191324) and requested that the Chief Executive develop a programme of Council actions that will support the aforementioned declaration.
- 4.3 The CEMARS project forms part of Council's actions to respond to climate change.

5. Discussion

- 5.1 International scientific advice confirms that it is vital to keep within 1.5 degrees Celsius of global warming if we are to reduce the impact of climate change on current and future generations.
- 5.2 Background on the science can be found in the summary of the Climate Change Response (Zero Carbon) Amendment Bill (<https://www.mfe.govt.nz/publications/climate-change/climate-change-response-zero-carbon-amendment-bill-summary>)
- 5.3 Responding to climate change requires multiple approaches across local, national and international communities. At a local level Council is working on both adaptation and mitigation, with an extensive work programme under development. 'Walking the Talk' by reducing its own emissions is a critical component of this programme.
- 5.4 Staff investigated options for reducing Council emissions. The Enviro-Mark CEMARS programme was identified as being used by a range of local government authorities, which ensured that the programme provider has experience of measuring the complex operations which are the nature of local government. This programme has the added advantage of its audit standards being verified through the Joint Accreditation System of Australia and New Zealand, as well as adhering to international standards for greenhouse gas measurement protocols.

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Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas
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- 5.5 In order to start the CEMARS process it was necessary to identify a baseline year for measurement. The financial year 2017/18 was selected as this ensured that consistent data sets were available.
- 5.6 To achieve certification, the CEMARS scheme requires a SMART (Specific, Measurable, Achievable, Relevant, Timely) reduction in emissions over a five year period subsequent to the baseline year (from 2019 to 2023).
- 5.7 The methodology for identifying which assets and activities should be included in the emissions boundary was 'operational control', e.g., assets and activities which are owned and/or controlled by Council.
- 5.8 On this basis Council Controlled Organisations (CCOs) were not included in Council's operational carbon footprint, but an action has been identified to work with CCOs to encourage them to also measure, manage and reduce their greenhouse gas emissions.
- 5.9 Compiling the baseline assessment proved to be complex. Nelson City Council is a unitary authority, but some assets are jointly owned with Tasman District Council, which is not in the CEMARS scheme. This means that investigations and decisions to reduce emissions from these assets would require approval by both Councils.
- 5.10 For this reason, two assets (Bell Island Waste Water Treatment Plant and the York Valley Landfill) have initially been excluded from the baseline assessment. These assets represent 86% of Council's total emissions. Discussions on collaboration with Tasman District Council will take place.
- 5.11 The baseline assessment for 2017/18 showed that aside from the emissions from Bell Island Wastewater Treatment Plan and the York Valley Landfill, the next major sources of emissions are represented by Council's electricity usage and emissions from the Nelson North Wastewater treatment plant.
- 5.12 The completed CEMARS baseline assessment is attached as Attachment One (EIR – Emissions Inventory Report).
- 5.13 Establishing the baseline assessment has highlighted opportunities to reduce Council emissions which now require further investigation. We will use the 2019/20 year to explore these opportunities and set an organisation-wide emissions reduction target by June 2020. This will allow time for investigating collaboration with Tasman District Council through the NTRBU and NRSBU, and investigation of options to reduce other major emissions. Pending the setting of the overall target, an interim reduction target for internal emissions such as car fleet, electricity usage and travel has been established in order to meet the programme's certification requirements.
- 5.14 Through the 2019 Annual Plan, funding has been allocated to support the implementation of a CEMARS action plan which focuses on the primary opportunities for Council to reduce emissions. The CEMARS action plan is

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions

presented with this report for approval (Attachment Two). As well as collaboration with Tasman District Council, the main actions identified include reviewing energy use across the organisation; investigating primary emissions sources such as the Nelson North Water; and investigating how to build carbon impact assessment into Council operations.

- 5.15 The projects and investigations identified in the CEMARS action plan are funded through existing funding (Long Term Plan or Annual Plan). Opportunities to secure external funding, such as funding available through EECA (Energy Efficiency and Conservation Authority) will be explored as part of the action plan. Delivery of projects to reduce emissions will be subject to the business case/Long Term Plan process.

6. Options

- 6.1 There are two options for consideration. Option 1 is the preferred option by Officers.

Option 1: Receive and formally adopt the CEMARS Action Plan	
Advantages	<ul style="list-style-type: none"> • Council demonstrates leadership through its commitment to taking action on climate change. • Council can start the work to achieve emissions reductions. • Emissions reductions investigations will present opportunities to create both carbon reduction and potential cost savings. • Council is delivering on the climate change focus in the Annual Plan.
Risks and Disadvantages	<ul style="list-style-type: none"> • The full impact of resourcing emissions reductions has yet to be fully identified and could involve subsequent cost. • There may be impacts on current work programmes.
Option 2: Do not receive and formally adopt the CEMARS Action Plan	
Advantages	<ul style="list-style-type: none"> • No impact on current work programmes. • No risk of incurring additional cost.
Risks and Disadvantages	<ul style="list-style-type: none"> • Delays in identifying targets for emissions reduction will delay Council taking action to reduce its emissions.

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Emissions

	<ul style="list-style-type: none">• Failure to deliver on actions requested by Council, including the strong focus on climate change in the Annual Plan.• Loss of credibility due to not meeting public expectations.• Loss of opportunity to create change.
--	--

7. Conclusion

- 7.1 Council is playing a leadership role in encouraging our wider community to mitigate the effects of climate change by reducing greenhouse gas emissions. Adoption of the CEMARS action plan will ensure that Council is seen to be taking action to reduce its emissions.

Author: Karen Lee, Environmental Programmes Adviser

Attachments

Attachment 1: A2223596 Emissions Inventory Report 2017/18 (baseline year)
[↓](#)

Attachment 2: A2220460 CEMARS Action Plan [↓](#)

Important considerations for decision making

1. Fit with Purpose of Local Government

The CEMARS inventory of Council's greenhouse gas emissions and the associated action plan to reduce emissions supports Council work, and contributes to the current and future needs of our community. It is also aligned to meet community needs through promoting the environmental, economic, cultural and social impact of responding to climate change, in the present and for the future.

2. Consistency with Community Outcomes and Council Policy

The CEMARS Action Plan is consistent with the top four priorities of the Long Term Plan, in particular priority two – environment.

The Plan also aligns with the themes and goals of Nelson 2060 – in particular the goals relating to safeguarding our natural environment; encouraging leadership; adapting to change; moving from fossil fuels to renewable energy sources; building a thriving economy and reducing consumption. In addition the plan supports the following community outcomes:

- Our unique natural environment is healthy and protected
- Our urban and rural environments are people-friendly, well planned and sustainably managed
- Our infrastructure is efficient, cost effective and meets current and future needs
- Our communities are healthy, safe, inclusive and resilient.

3. Risk

The upcoming Climate Change Response (Zero Carbon) Amendment Bill will require action, and adoption of the CEMARS Action Plan puts Council in a good position. Not taking action will also miss an important opportunity to create change.

Due to the complex nature of Council operations, it may not be possible to deliver a reduction target which meets the community's expectations.

As the measurement and reduction of emissions is still a relatively untested area, there are also risks relating to cost. Identifying methods to reduce emissions are likely to result in operational savings, the ongoing investigations should be monitored through the Long Term Plan/Annual Plan process.

4. Financial impact

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Funding to investigate potential emissions reduction has been allocated through the Annual Plan deliberations. Projects identified for delivery of emissions reduction will be subject to the usual annual plan/long term plan process including providing a business case. It is anticipated that these projects will have the potential to provide some economic benefits as well as cost, subject to investigations being carried out.

5. Degree of significance and level of engagement

This matter is of low significance. It may impact on how Council will deliver services in the future but this is catered for through the existing annual and long term process. The matter does have potential to generate public interest, but these conversations will be integrated into the wider community climate change engagement programme which is planned in 2019/20.

6. Inclusion of Māori in the decision making process

No engagement with Māori has been undertaken in preparing this report

7. Delegations

The projects cross the responsibilities of more than one Committee, therefore the matter has been brought to Council for a decision.

Greenhouse Gas Emissions Inventory Report

CEMARS and the carboNZero programme

Prepared in accordance with Part 7.3.1 of ISO 14064-1:2006



Nelson City Council

Person responsible: Karen Lee

Prepared by: James McPhie

Dated: 10 July 2019

For the period: 01 July 2017 to 30 June 2018

Base year: 01 July 2017 to 30 June 2018

Verification status: <Enviro-Mark Solutions certification team to complete>



Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions
Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions:
Attachment 1



Disclaimer

The template has been provided by Enviro-Mark Solutions Limited. While every effort has been made to ensure the template is consistent with the requirements of ISO 14064-1:2006, Enviro-Mark Solutions Limited does not accept any responsibility whether in contract, tort, equity or otherwise for any action taken, or reliance placed on it, or for any error or omission from this report. The template should not be altered (i.e. the black text); doing so may invalidate the organisation's claim that its inventory is compliant with the ISO 14064-1:2006 standard.

This work shall not be used for the purpose of obtaining emissions units, allowances, or carbon credits from two or more different sources in relation to the same emissions reductions, or for the purpose of offering for sale carbon credits which have been previously sold.

The consolidation approach chosen for the greenhouse gas inventory should not be used to make decisions related to the application of employment or taxation law.

This report shall not be used to make public greenhouse gas assertions without independent verification and issue of an assurance statement by the Enviro-Mark Solutions Limited.

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Greenhouse Gas Emissions Inventory summary

Table 1: GHG emissions data summary (tCO₂e).

	2018
Scope 1	244.68
Scope 2	1,083.84
Scope 3 Mandatory	826.73
Scope 3 Additional	17,538.45
Scope 3 One time	0.00
Total gross emissions	19,693.69
Certified green electricity	0.00
Purchased emission reductions	0.00
Net GHG emissions (all scopes)	19,693.69
Total gross GHG emissions per Population	0.38
Total mandatory GHG emissions per Population	0.042
Total gross GHG emissions per Rateable Units	0.88
Total mandatory GHG emissions per Rateable Units	0.097
Total gross GHG emissions per Turnover/revenue (\$Millions)	171.70
Total mandatory GHG emissions per Turnover/revenue (\$Millions)	18.79

Note: total mandatory emissions includes scope 1, scope 2, and scope 3 (i.e. excludes scope 3 one-time and scope 3 additional).

Table 2: Gross organisation GHG emissions by scope for current measurement year.

Indicator	tCO ₂ e
Scope 1	
Other	21.44
Other fuels	18.01
Stationary Energy	149.59
Transport - other	0.27
Transport fuels	55.35
Scope 2	
Electricity	1,083.84
Scope 3	
Scope 3 Additional	17,538.45

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Indicator	tCO ₂ e
Transport - other	107.03
Waste	12.82
Water & Wastewater	706.88
Total	19,693.69

Table 3: GHG emissions inventory summary by scope and greenhouse gas.

Component gas	Scope 1	Scope 2	Scope 3	Total	Removals	After removals
CH ₄	0.52	0.00	16,726.74	16,727.26	0.00	16,727.26
CO ₂	220.94	1,083.84	1,637.91	2,942.69	0.00	2,942.69
HFCs	0.00	0.00	0.00	0.00	0.00	0.00
N ₂ O	23.22	0.00	0.53	23.75	0.00	23.75
PFCs	0.00	0.00	0.00	0.00	0.00	0.00
SF ₆	0.00	0.00	0.00	0.00	0.00	0.00
Total	244.68	1,083.84	18,365.18	19,693.69	0.00	19,693.69

Table 4: Mobile and stationary combustion of biomass.

Biomass	Quantity	Tonnes Biogenic CO ₂
No activity recorded	n/a	n/a

Table 5: Deforestation of two hectares or more.

Source	Mass	tCO ₂ e
Deforestation tCO ₂ e (tCO ₂ e)	0.00	0.00

Table 6: GHG stock liability (see Table 13: for mass of individual gases).

Source	Units	Quantity	Potential Liability tCO ₂ e
Heavy fuel oil commercial	litres	3,300.00	9.98
R-410A	kilograms	59.00	123.19

Table 7: Land-use liabilities.

Type of sequestration	Liability tCO ₂ e
Contingent liability (carbon sequestered this reporting period)	0.00
Potential sequestration liability (total carbon stock)	0.00

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Table 8: Renewable electricity generation on-site.

Renewable generation on-site	kWh generated	tCO ₂ e avoided
No activity recorded	n/a	n/a

Table 9: Purchased emissions reductions.

Type of emission reductions purchased	Amount	tCO ₂ e
Certified green electricity (tCO ₂ e)	0.00	0.00
Purchased emission reductions (tCO ₂ e)	0.00	0.00
Total	0.00	0.00

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions: Attachment 1



1 Introduction

This report is the annual greenhouse gas (GHG) emissions¹ inventory report for the named organisation. The inventory is a complete and accurate quantification of the amount of GHG emissions that can be directly attributed to the organisation's operations within the declared boundary and scope for the specified reporting period. The inventory has been prepared in accordance with the requirements of the **measure**-step² of the Programme, which is based on the *Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (2004)* and *ISO 14064-1:2006 Specification with Guidance at the Organization Level for Quantification and Reporting of Greenhouse Gas Emissions and Removals*³. Where relevant, the inventory is aligned with industry or sector best practice for emissions measurement and reporting.

2 Statement of intent

This inventory forms part of the organisation's commitment to gain Programme certification.

This inventory reports into the CEMARS programme.

3 Organisation description

Te Kaunihera ō Whakatu, Nelson City Council (Council), is the unitary authority of Nelson, a city of approximately 51,900 residents. With approximately 247 full time equivalent staff, Council delivers projects and services across a range of activities: transport, water supply, wastewater, stormwater, flood protection, solid waste, environment, social, parks and active recreation, economic and corporate. These activities cover a wide range of services to the community.

Council, through a resolution on 3 May 2018, committed to adopting and implementing a comprehensive plan to reduce carbon emissions. The first step, as per the recommendations that were adopted, was for Council to measure its own carbon footprint. This was further supported by the declaration of a climate change emergency in May 2019, with substantial funding allocated to enable Council to support and empower a regional response to climate change, as well as focusing on reducing its own emissions.

Council wholly or jointly controls eight Council Controlled Organisations (CCOs). These are Port Nelson Ltd (a port company), Nelmac Ltd, Nelson Airport Ltd, Nelson Regional Development Agency, Tasman Bays Heritage Trust and The Bishop Suter Trust. Council also controls or jointly controls other small organisations which are exempted from CCO status. These are: The City of Nelson Civic Trust and the Nelson Municipal Band Trust.

Council owns a large number of properties within the city – some of which are leased to businesses at market rates, others are leased at a subsidised rate to community organisations such as sports clubs and community groups. Council retains ownership of some of its properties and facilities, while contracting the operation to others – for example, Council's swimming pools are contracted to CLM, buses are contracted to SBL and community housing is contracted to Nelson Tasman Housing Trust.

¹ Throughout this document "emissions" means "GHG emissions".

² Programme refers to the Certified Emissions Measurement And Reduction Scheme (CEMARS) and the carboNZero programme.

³ Throughout this document 'GHG Protocol' means the *GHG Protocol Corporate Accounting and Reporting Standard* and 'ISO 14064-1:2006' means the international standard *Specification with Guidance at the Organizational Level for Quantification and Reporting of Greenhouse Gas Emissions and Removals*.

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions: Attachment 1



4 Organisational boundaries included for this reporting period

Organisational boundaries were set with reference to the methodology described in the GHG Protocol and ISO 14064-1:2006 standards. The GHG Protocol allows two distinct approaches to be used to consolidate GHG emissions: the equity share and control (financial or operational) approaches. The Programme specifies that the operational control consolidation approach should be used unless otherwise agreed with the Programme.

An operational control consolidation approach was used to account for emissions. Organisational boundaries were set with reference to the methodology described in the GHG Protocol and ISO 14064-1:2006 standards. The GHG Protocol allows two distinct approaches to be used to consolidate GHG emissions: the equity share and control (financial or operational) approaches. The Programme specifies that the operational control consolidation approach should be used unless otherwise agreed with the Programme.

An operational control consolidation approach was used to account for emissions. The organisational chart provides a summary overview of the primary NCC structures and business units, outlining which assets and activities are included within the scope of this report.

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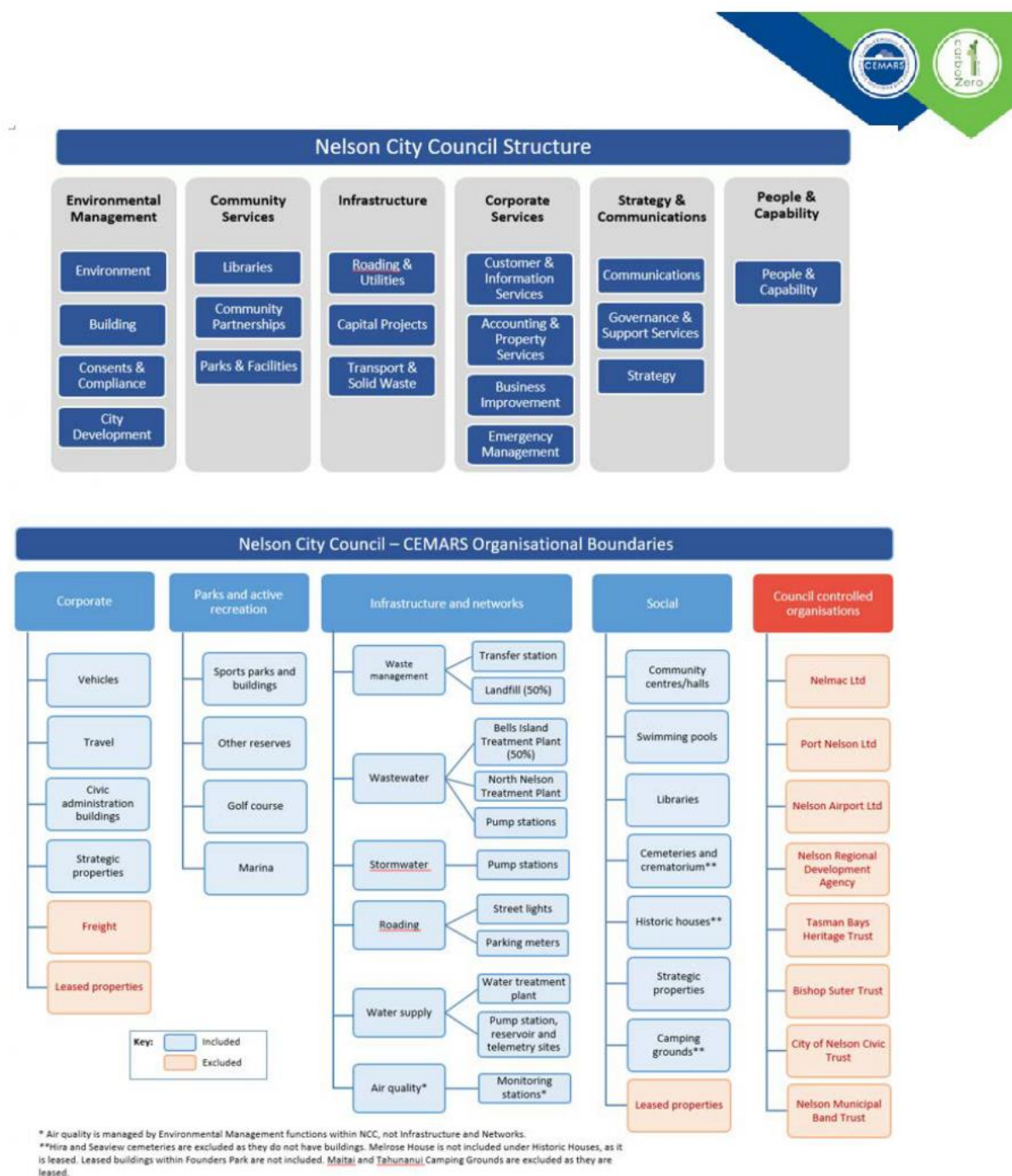


Figure 1: Organisational structure.

Table 10: Brief description of business units in the certifying entity.

Business unit	Purpose
Corporate	Corporate Services covers a range of necessary services to ensure the smooth running of the organisation. Council also manages a small portfolio of properties that were purchased for strategic purposes.

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Business unit	Purpose
Parks and Active Recreation	Parks and Active Recreation manages a network of approximately 11,250 hectares of parks and reserves for the city and provides recreation opportunities through indoor and outdoor sports facilities.
Infrastructure and Networks	Infrastructure and Networks covers provision of transport infrastructure, the water supply system, and wastewater, stormwater and solid waste management for the Nelson district.
Social	Social Activity supports community wellbeing through provision of a range of social, arts and heritage facilities such as libraries or Founders Heritage Park. Council also funds events, invests in and supports the work of key community-owned facilities and funds community development.
Environment	Council's environmental activities include planning, city development, scientific monitoring and reporting, education and assistance, as well as building and resource consents, compliance and enforcement.
Council Controlled Organisations	Nelson City Council is involved in a range of Council Controlled Organisations (CCOs) and Council Controlled Trading Organisations (CCTOs) and Port Nelson. CCOs are set up to deliver public benefit for the city in a financially prudent manner. Often this requires particular expertise which does not sit within Council. CCTOs are set up with the primary objective of returning a profit as well as delivering agreed strategic outcomes for the city.

5 Organisational business units excluded from inventory

Excluded from this inventory are:

- 1) Council Controlled Organisations. These organisations, while associated with NCC, are separately managed and use different data management systems. Consequently, they have been excluded from this initial inventory.
- 2) Emissions from Council owned leased buildings. These emissions (e.g. from energy use of tenants) are largely outside of the control of Council, and are thus not included in this inventory.
- 3) Embodied emissions of purchased Council products. Council procurement policy encourages officers to make sustainable purchasing decisions, but Council purchases an extremely wide range of products from a similarly wide range of suppliers, with highly variable carbon accounting practices and methodologies. Consequently, these emissions have been excluded at this stage.
- 4) Emissions resulting from externally contracted civil works and services. As above, Council procurement policy encourages the use of contractors that demonstrate sustainable practices, but for the same reasons noted above these emissions are not currently within the scope of this inventory.

6 GHG emissions source inclusions

The GHG emissions sources included in this inventory are those required for Programme certification and were identified with reference to the methodology described in the GHG Protocol and ISO14064-1:2006 standards. Identification of emissions sources was achieved via personal communications with Nelson City Council staff, and cross-checked against operational expenditure records for the reporting period. These records were viewed in order to see what activities may be associated with emissions from all of the operations.

As adapted from the GHG Protocol, these emissions were classified into the following categories:

- **Direct GHG emissions (Scope 1):** GHG emissions from sources that are owned or controlled by the company.

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- **Indirect GHG emissions (Scope 2):** GHG emissions from the generation of purchased electricity, heat and steam consumed by the company.
- **Indirect GHG emissions (Scope 3):** GHG emissions required by the Programme that occur as a consequence of the activities of the company but occur from sources not owned or controlled by the company. Inclusion of other Scope 3 emissions sources is done on a case-by-case basis.

After liaison with the organisation, the emissions sources in Table 11 have been identified and included in the GHG emissions inventory.



Table 11: GHG emissions sources included in the inventory.

Business unit	GHG emissions source	GHG emissions level scope	Data source	Data collection unit	Uncertainty (description)
Corporate/Administration	Accommodation hotel/lodge/motor inn	Scope 3 Additional	Orbit Travel	v.ngt	
Corporate/Administration	Accommodation motel	Scope 3 Additional	Orbit Travel	v.ngt	
Corporate/Administration	Air travel domestic (average)	Scope 3	Orbit Travel	pkm	
Corporate/Administration	Air travel long haul (econ)	Scope 3	Orbit Travel	pkm	
Corporate/Administration	Air travel short haul (econ)	Scope 3	Orbit Travel	pkm	
Corporate/Administration	Diesel	Scope 1	BP	L	
Corporate/Administration	Paper use office virgin fibre	Scope 3 Additional	NCC Administration Team (purchase data 2017-18)	kg	Office paper and envelopes. Some assumptions have been made (using known weight of a similar sized envelope) for some envelope sizes due to information availability (as some stocks have changed since 2017-18). However this is very unlikely to veer significantly from the actual weight and make a significant difference to total kg.
Corporate/Administration	Petrol premium	Scope 1	BP	L	
Corporate/Administration	Petrol regular	Scope 1	BP	L	
Corporate/Administration	Rental Car average (fuel type unknown)	Scope 1	Orbit Travel	km	
Corporate/Administration	Taxi (regular)	Scope 3	Orbit Travel	\$	



Business unit	GHG emissions source	GHG emissions level scope	Data source	Data collection unit	Uncertainty (description)
Corporate/Civic House	Diesel stationary combustion	Scope 1	Mini Tankers	L	
Corporate/Civic House	Electricity	Scope 2	Trustpower	kWh	
Corporate/Emergency Management	Electricity	Scope 2	Trustpower	kWh	
Corporate/Rental Properties/ex Hunting and Fishing Building	Electricity	Scope 2	Trustpower	kWh	
Corporate/Rental Properties/Ex-Reliance Engineering	Electricity	Scope 2	Trustpower	kWh	
Environment/Air quality monitoring	Electricity	Scope 2	Trustpower	kWh	
Parks and Recreation/Esplanade and Foreshore reserves	Electricity	Scope 2	Trustpower	kWh	
Parks and Recreation/Marina/Marina Hardstand	Diesel stationary combustion	Scope 1	Mini Tankers	L	
Parks and Recreation/Marina/Marina Hardstand	Electricity	Scope 2	Trustpower	kWh	
Parks and Recreation/Marina/Marina Pontoons	Electricity	Scope 2	Trustpower	kWh	



Business unit	GHG emissions source	GHG emissions level scope	Data source	Data collection unit	Uncertainty (description)
Parks and Active Recreation/Marina/Marina Services Building	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Marina/Marina Services Building	LPG stationary commercial	Scope 1	ElGas	L	
Parks and Active Recreation/Neighbourhood parks	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Pool/Club room, Riverside Pool	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Pool/Nayland Park Pool	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Pool/Riverside Pool	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Public gardens	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Saxton/Saxton Field Stadium	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Saxton/Saxton Field	Fertiliser use Nitrogen	Scope 1	Nelmac	kg	Return from Nelmac. No correlating evidence to distribution of fertilizer



Business unit	GHG emissions source	GHG emissions level scope	Data source	Data collection unit	Uncertainty (description)
Parks and Active Recreation/Saxton/Saxton Oval and Pavilion	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Saxton/Saxton Oval and Pavilion	Fertiliser use Nitrogen	Scope 1	Nelmac	kg	Return from Nelmac. No correlating evidence to distribution of fertilizer
Parks and Active Recreation/Saxton/Saxton Oval and Pavilion	LPG stationary commercial	Scope 1	ElGas	L	
Parks and Active Recreation/Sports Parks/Beach Rd Soccer Flood Lights	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Sports Parks/Other sports parks	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Sports Parks/Other sports parks	Fertiliser use Nitrogen	Scope 1	Nelmac	kg	Return from Nelmac. No correlating evidence to distribution of fertilizer
Parks and Active Recreation/Sports Parks/Other sports parks	LPG stationary commercial	Scope 1	ElGas	L	
Parks and Active Recreation/Sports Parks/Trafalgar Park Pavilion and Gates	Electricity	Scope 2	Trustpower	kWh	
Parks and Active Recreation/Trafalgar Centre	Electricity	Scope 2	Trustpower	kWh	
Social/Broadgreen house	Electricity	Scope 2	Trustpower	kWh	



Business unit	GHG emissions source	GHG emissions level scope	Data source	Data collection unit	Uncertainty (description)
Social/Broadgreen house	Fertiliser use Nitrogen	Scope 1	Nelmac	kg	Return from Nelmac. No correlating evidence to distribution of fertilizer
Social/Brook Camp	Electricity	Scope 2	Trustpower	kWh	
Social/Crematorium	Diesel stationary combustion	Scope 1	Mini Tankers	L	
Social/Crematorium	Electricity	Scope 2	Trustpower	kWh	
Social/Founders Park	Electricity	Scope 2	Trustpower	kWh	
Social/Greenmeadows Centre	Electricity	Scope 2	Trustpower	kWh	
Social/Greenmeadows Centre	Fertiliser use Nitrogen	Scope 1	Nelmac	kg	
Social/Isel House and Complex	Electricity	Scope 2	Trustpower	kWh	
Social/Marsden Valley Cemetery	Electricity	Scope 2	Trustpower	kWh	
Social/Nelson Library	Electricity	Scope 2	Trustpower	kWh	
Social/Nightingale Library Memorial	Electricity	Scope 2	Trustpower	kWh	
Social/Stoke Hall	Electricity	Scope 2	Trustpower	kWh	
Social/Stoke Library	Electricity	Scope 2	Trustpower	kWh	
Social/Toilets	Electricity	Scope 2	Trustpower	kWh	
Social/Trafalgar Street Hall	Electricity	Scope 2	Trustpower	kWh	
Social/Wakapuaka Recreation Centre	Electricity	Scope 2	Trustpower	kWh	



Business unit	GHG emissions source	GHG emissions level scope	Data source	Data collection unit	Uncertainty (description)
Stormwater pumps/Stormwater pump stations	Electricity	Scope 2	Trustpower	kWh	
Transport/Roading/Fountain - Haven Road	Electricity	Scope 2	Trustpower	kWh	
Transport/Roading/Street lights	Electricity	Scope 2	Trustpower	kWh	
Transport/Roading/Traffic lights	Electricity	Scope 2	Trustpower	kWh	
Utilities/Landfill	Electricity	Scope 2	Trustpower	kWh	
Utilities/Landfill	Waste landfilled LFGR Garden and Food	Scope 3 Additional	Weighbridge returns	kg	Accuracy of load description by truck driver is unknown
Utilities/Landfill	Waste landfilled LFGR Mixed waste	Scope 3 Additional	Weighbridge returns	kg	Accuracy of load description by truck driver is unknown
Utilities/Landfill	Waste landfilled LFGR Paper and textiles	Scope 3 Additional	Weighbridge returns	kg	Accuracy of load description by truck driver is unknown
Utilities/Landfill	Waste landfilled LFGR Wood	Scope 3 Additional	Weighbridge returns	kg	Accuracy of load description by truck driver is unknown
Utilities/Landfill	Waste to Landfill Sludge (CO ₂)	Scope 3 Additional	Weighbridge returns	kg	Accuracy of load description by truck driver is unknown
Utilities/Transfer station	Electricity	Scope 2	Trustpower	kWh	
Wastewater/Wastewater Pump Stations	Electricity	Scope 2	Trustpower	kWh	
Wastewater/Wastewater Treatment Plant Bells Island	Electricity	Scope 2	Trustpower	kWh	



Business unit	GHG emissions source	GHG emissions level scope	Data source	Data collection unit	Uncertainty (description)
Wastewater/Wastewater Treatment Plant Bells Island	Wastewater precalculated (tCO ₂ e)	Scope 3 Additional	IPCC Calculation based on Population	t	Last population census was 2013. Allowance for growth has been made.
Wastewater/Wastewater Treatment Plant Nelson North	Electricity	Scope 2	Trustpower	kWh	
Wastewater/Wastewater Treatment Plant Nelson North	Wastewater precalculated (tCO ₂ e)	Scope 3	IPCC Calculation based on Population	t	Last population census was 2013. Allowance for growth has been made.
Water Supply/Other Fulton Hogan operated water sites	Electricity	Scope 2	Trustpower	kWh	
Water Supply/Water pump stations, reservoir and telemetry sites	Electricity	Scope 2	Trustpower	kWh	
Water Supply/Water Treatment Plant	Electricity	Scope 2	Trustpower	kWh	

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions: Attachment 1



6.1 Other emissions – HFCs, PFCs and SF₆

We use hydrofluorocarbons (HFCs) in our operations and these have been included in the inventory. These are contained in our Air-Conditioning units. There has been no need to refill during this year

No operations use perfluorocarbons (PFCs), Nitrogen Trifluoride (N₃) nor sulphur hexafluoride (SF₆), therefore no holdings of these are reported and no emissions from these sources are included in this inventory.

6.2 Other emissions – biomass

No biomass is combusted in the operations and therefore no emissions from the combustion of biomass are included in this inventory.

6.3 Other emissions – deforestation

No deforestation has been undertaken by the organisation on land it owns and that is included in this inventory. Therefore no emissions from deforestation are included in this inventory. Organisation does not hold any non-commercial forest for growth or deforestation.

6.4 Pre-verified data

No pre-verified data is included within the inventory.

7 GHG emissions source exclusions

The following emissions sources have been identified and excluded from the GHG emissions inventory.

Table 12: GHG emissions sources excluded from the inventory

Business unit	GHG emissions source	GHG emissions level scope	Reason for exclusion
Nelson City Council	Freight		Freight is a de-minimus emission. NCC sends items for repair on very few occasions. Freight is not part of NCC core business.
Various	Electricity	Scope 2	A number of properties which are owned by council have been excluded from the report as they are recharged to the lessee

8 Data collection and uncertainties

Table 11 provides an overview of how data were collected for each GHG emissions source, the source of the data and an explanation of any uncertainties or assumptions made. Estimated numerical uncertainties are reported with the emissions calculations and results.

All data was calculated using E-Manage and GHG emissions factors as provided by the Programme (see Appendix 1 - data summary.xls).

A calculation methodology has been used for quantifying the GHG emissions inventory using emissions source activity data multiplied by GHG emissions or removal factors.

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions: Attachment 1



9 GHG emissions calculations and results

GHG emissions for the organisation for this measurement period are provided in Table 1 where they are stated by greenhouse gas, by scope, by business unit and as total emissions.

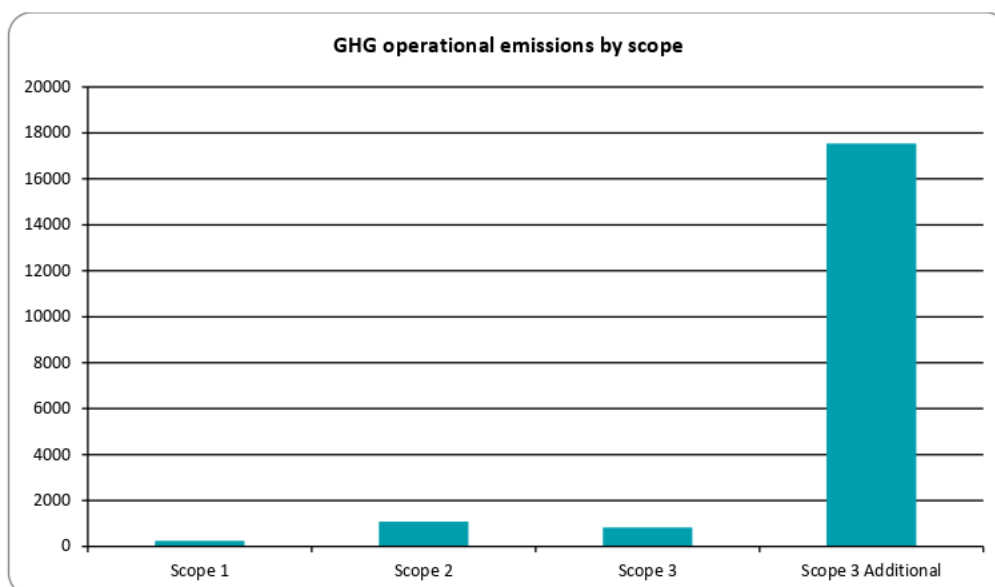


Figure 2: GHG emissions (tonnes CO₂e) by scope.

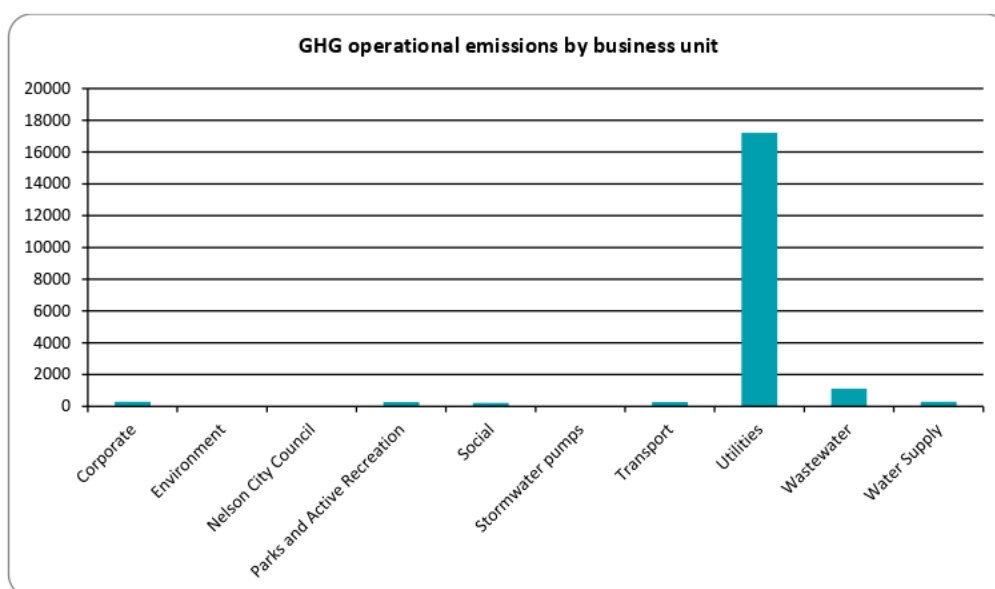


Figure 3: GHG emissions (tonnes CO₂e) by business activity.

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions: Attachment 1

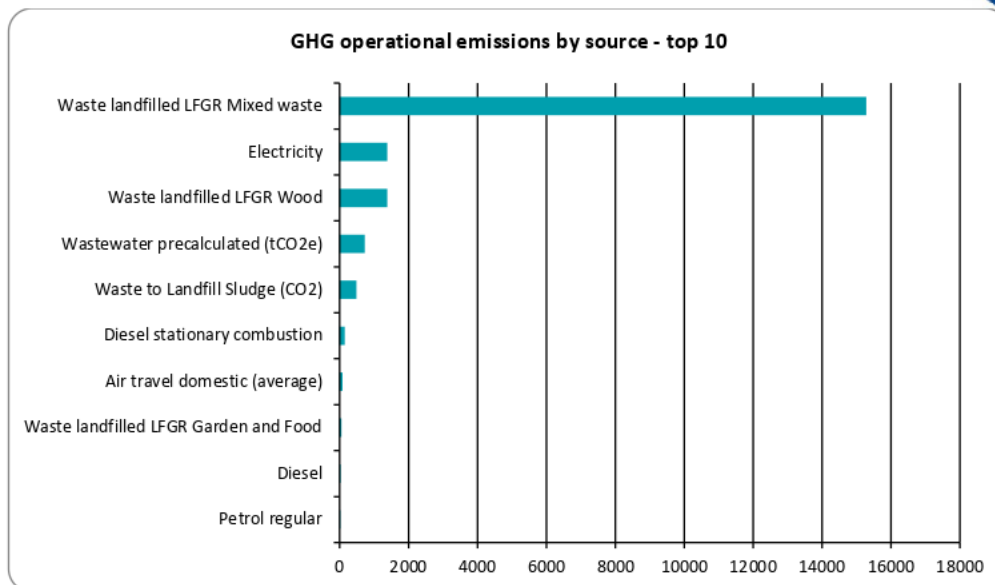


Figure 4: GHG emissions sources by source.

The inventory report and any GHG assertions are expected to be verified by a Programme-approved, third-party verifier. The level of assurance is reported in a separate Assurance Statement provided to the directors of the certified entity.

10 GHG emissions reductions and removals enhancement

GHG emissions for the organisation for the current reporting period are detailed in Table 1.

This is our first year of creating the EIR and therefore we have no interpretation to create.

There is no management and reduction plan in place yet. As this is our first year the first management Plan will be tabled with these results. Hence no changes have been made from that.

The organisation will have an updated management plan in place for managing and reducing emissions in the future in order to maintain Programme recertification.

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions:
Attachment 1

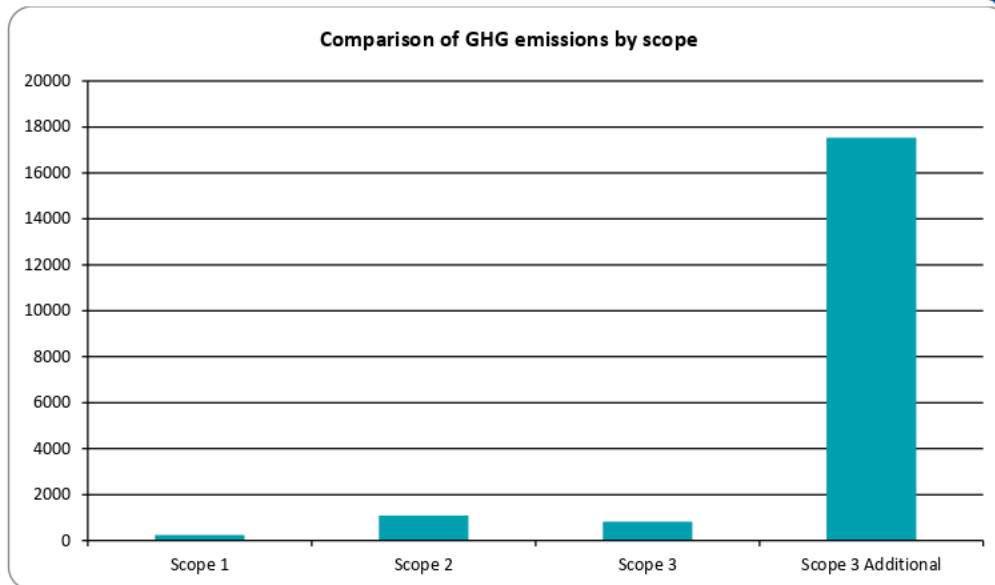


Figure 5: Comparison of GHG operational emissions by scope between the reporting periods.

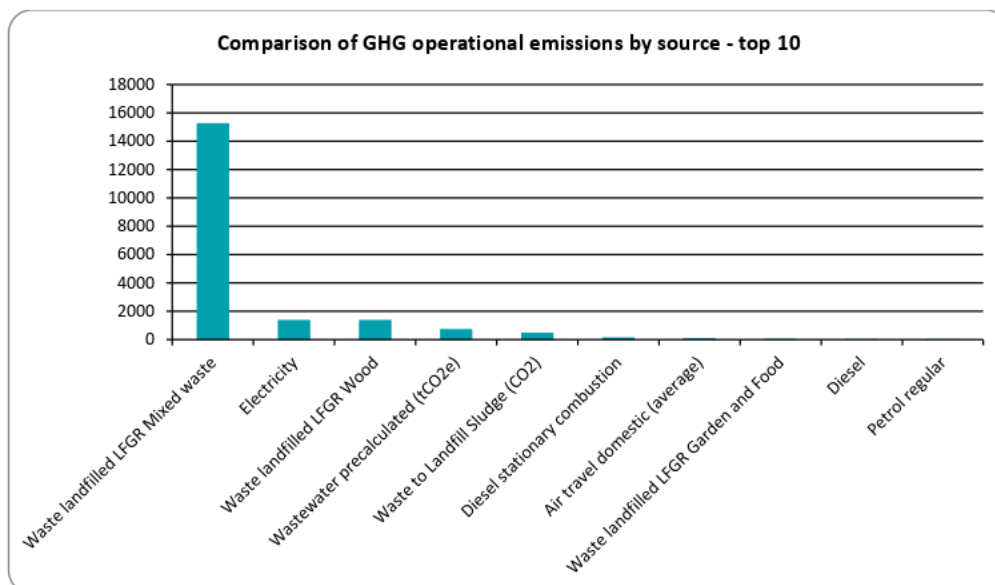


Figure 6: Comparison of GHG operational emissions by emissions sources between the reporting periods.

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions: Attachment 1

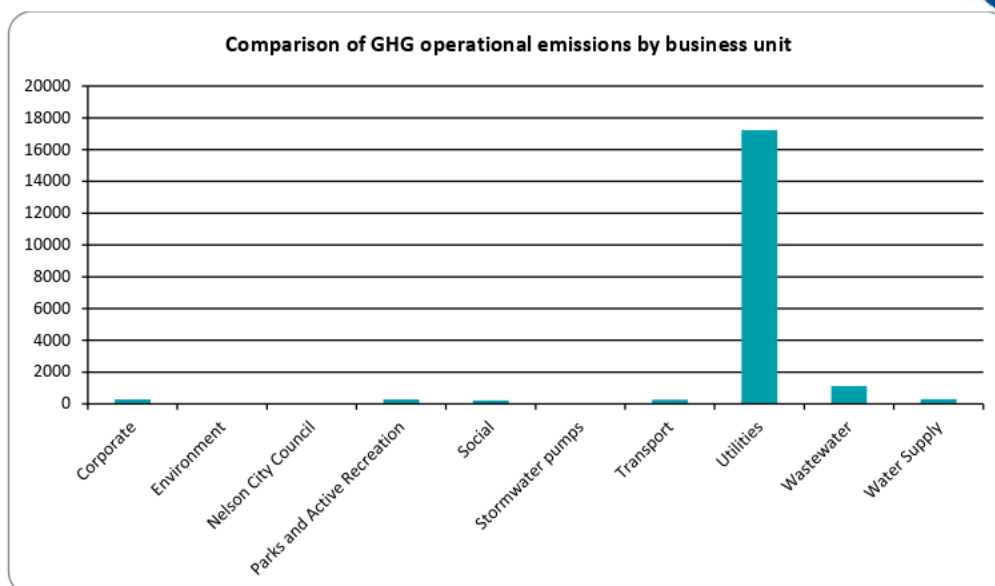


Figure 7: Comparison of emissions by business unit between the reporting periods.

11 Liabilities

11.1 GHG stocks held⁴

HFCs, PFCs and SF₆ represent GHGs with high global warming potentials. Their accidental release could result in a large increase in emissions for that year, and therefore the stock holdings are reported under the Programme (Table 13).

GHG stocks have been reported in this inventory and added into the GHG Stock Liability questionnaire. Civic House has 2 air conditioning units that are large enough to meet criteria for inclusion, each holds 9kg of R410A.

Trafalgar Centre has 1 unit.

Neither unit has required atop-up during the year.

Two diesel fuel tanks are held by council. These have been included in the liability inventory at capacity level.

Table 13: HFCs, PFCs and SF₆ GHG emissions and liabilities.

Business Unit	Source	Units	Amount held - start of reporting period	Amount held - end of reporting period	Potential Liability tCO ₂ e
Administration	Heavy fuel oil commercial	litres	(no data)	3300.00	9.98
Trafalgar Centre	R-410A	kilograms	11.50	11.50	24.01
Civic House	R-410A	kilograms		18.00	37.58
Administration	R-410A	kilograms		29.50	61.60

⁴ HFC stock liabilities for systems under 3 kg can be excluded.

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions: Attachment 1



11.2 Land-use change

Organisations that own land subject to land-use change may achieve sequestration of carbon dioxide through a change in the carbon stock on that land. Where a sequestration is claimed, then this also represents a liability in future years should fire, flood or other management activities release the stored carbon.

Land-use change has not been included in this inventory. No land use change has occurred in this year

12 Purchased reductions

Purchased reductions could include certified “green” electricity, verified offsets or other carbon-neutral-certified services. Organisations may choose to voluntarily purchase carbon credits (or offsets) or green electricity that meets the eligibility criteria set by a regulatory authority. The reported gross emissions may not be reduced through the purchase of offsets or green tariff electricity.

(no answer provided)

Certified green electricity has not been included in this inventory. All electricity is purchased from Trustpower. Whilst they claim to be over 90% sustainable electricity they have not been certified.

(no answer provided)

13 Double counting / double offsetting

Double counting/offsetting refers to situations where:

- Parts of the organisation have been prior offset.
- The same emissions sources have been reported (and offset) in both organisation and product.
- Emissions have been included and potentially offset in the GHG emissions inventories of two different organisations, e.g. a company and one of its suppliers/contractors. This is particularly relevant to indirect (Scope 2 and 3) emissions sources.
- The organisation generates renewable electricity, uses or exports the electricity and claims the carbon benefits.
- Emissions reductions are counted as removals in an organisation’s GHG emissions inventory and are counted or used as offsets/carbon credits by another organisation.

Double counting / double offsetting has been included in this inventory. All waste that is produced at the Council premises has been calculated (Scope3 Mandatory) based on FTE values for council staff. Landfill has been included (Scope3 Additional)calculated based on the weights that have crossed the weighbridge. No allowance of the council waste has been taken from the Landfill.

14 References

International Organization for Standardization, 2006. ISO14064-1:2006. Greenhouse gases – Part 1: Specification with guidance at the organisation level for quantification and reporting of greenhouse gas GHG emissions and removals. ISO: Geneva, Switzerland.

World Resources Institute and World Business Council for Sustainable Development, 2004 (revised). The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard. WBCSD: Geneva, Switzerland.

Item 9: Certified Emissions Measurement and Reduction Scheme (CEMARS) Emissions
Inventory Report and Action Plan to Reduce Council Greenhouse Gas Emissions:
Attachment 1



Appendix 1: GHG emissions data summary

More GHG emissions data is available on the accompanying spreadsheet(s) to this report:

(no documents provided)

CEMARS ACTION PLAN

1. Introduction:

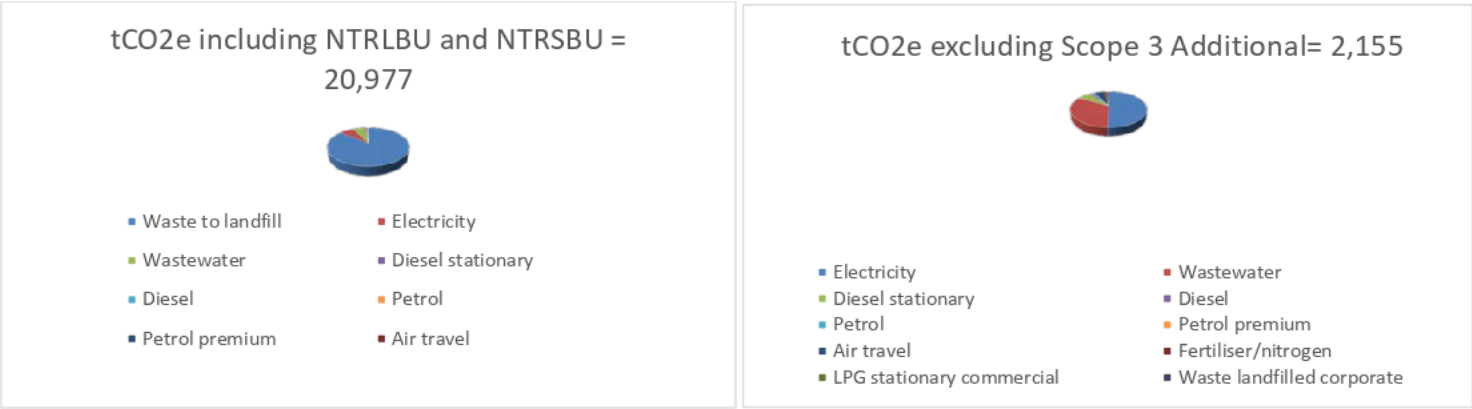
The purpose of this plan is to provide a range of projects ranked in order of priority to enable Council to reduce its greenhouse gas emissions. This plan has been compiled based on activities and projects identified in Council's CEMARS (Certified Emissions Measurement and Reduction Scheme) Emissions Inventory for the baseline year 2017/18 (Appendix One). The assessment period for achieving reductions in greenhouse gas emissions is over five years from 2018 to 2023.

2. Funding:

Confirmed projects are funded through existing funding. All investigation work will be carried out within existing project budgets, or through the funding allocated for climate change through the 2019 Annual Plan. Opportunities to secure external funding, such as business energy reduction funding through EECA (Energy Efficiency and Conservation Authority), will be reviewed during the investigations where appropriate.

Subsequent actions identified will need to be funded through the Long Term Plan business case process, or other processes as appropriate.

3. Primary emissions sources for 2017/18 (baseline year):



4. Projects:

(Projects highlighted in green are priority projects for emissions reduction)

CONFIRMED PROJECTS FOR YEAR 1 (2018/19)			
Responsible	Action	Completion date	Objective
Infrastructure/Transport	Replace existing street lights with energy-efficient LED streetlights	June 2019	Reduce electricity usage
Corporate Services/Property	Procure two electric vans to replace one existing and one proposed new vehicle	June 2019	Reduce fossil fuel usage
CONFIRMED PROJECTS FOR YEAR 2 (2019/20)			
Responsible	Action	Completion date	Objective
All	Design and deliver carbon reduction plan	June 2023	Manage Council carbon reduction
Corporate Services/Property	Implement electric vehicle first policy when replacing existing or procuring new vehicles	June 2023	Reduce fossil fuel usage
<p>Years 1 to 5 (2019/2020)</p> <p>PROJECTS FOR INVESTIGATION (all projects will be subject to standard business case approval process where required)</p> <p>PRIORITY WILL BE GIVEN TO INVESTIGATION WITH BEST POTENTIAL TO REDUCE EMISSIONS</p>			
Responsible	Action	Completion date	Objective

A2220460

Infrastructure	Investigate collaboration with the NRSBU/NTRLBU to evaluate/reduce emissions from assets jointly-owned with Tasman District Council	June 2020	Reduce emissions
Infrastructure/ Utilities	Investigate emissions from Nelson North Wastewater Treatment Plant	June 2020	Reduce emissions
All/Senior Leadership/Strategy/Asset and Activity Managers	Investigate building climate change impact assessment into Council planning processes, including asset and activity management plans, policies, management plans and strategies	June 2020	Reduce emissions
Corporate Services	Establish feasibility of assessing carbon impact during the procurement process, including developing policy and criteria to guide significant purchases towards lower emission options, eg in infrastructure and building investments (new builds and refurbishments), equipment, electricity supply and service contracts.	June 2020	Reduce emissions
Corporate Services	Investigate reducing and offsetting air travel	June 2023	Reduce emissions
Community Services/Facilities	Investigate energy efficiency opportunities such as energy audits on Council facilities that have emissions greater than 10tCO ₂ e/yr	June 2023	Reduce electricity usage
Corporate Services/Finance	Investigate zero carbon energy suppliers	June 2020	Reduce emissions
Activity management/all	Investigate installing solar PV systems at Council buildings and facilities	June 2023	Reduce electricity usage
Senior Leadership Team	Investigate supporting CCOs to measure, report and reduce carbon emissions	June 2020	Reduce emissions

Corporate Services/Property	Investigate removal of oil boilers and replacement with heat pumps	June 2020	Reduce fossil fuel usage
Corporate Services/Property	Water heating improvements at Riverside Pool	June 2020	Reduce electricity usage
Corporate Services/Parks	Investigate replacing park lighting with LEDS	June 2023	Reduce electricity usage
Infrastructure/transport & Corporate Services/Parks	Investigate installing outdoor lighting controllers on LED lights to reduce power use late at night	June 2023	Reduce electricity usage
Corporate Services/Parks	Investigate reducing nitrogen fertiliser use	June 2023	Reduce emissions
Corporate Services/Parks	Investigate replacement of grazing land with carbon forestry	June 2023	Increase carbon sequestration
Science and Environment	Investigate reducing waste at Council facilities	June 2023	Reduce emissions

REPORT R9935

Parking Meter Renewal

1. Purpose of Report

- 1.1 To agree to proceed to tender to renew the Nelson City Council's existing outdated parking meters and enforcement system with an agreed operating system and to agree that the Parking Bylaw be amended accordingly.

2. Summary

- 2.1 The City Centre parking ticket meters are dated and have reached the end of their useful life. Additionally, the existing meters do not offer the payment flexibility and options now expected by the public for a Smart Little City.
- 2.2 Council signalled its clear intention to replace the parking meters in June 2019 as part of the Annual Plan and agreed to bring money forward from 20/21 to 19/20 to move this ahead.
- 2.3 A decision on what system to adopt is required to progress the tender for new parking meters.
- 2.4 A change to the Parking and Vehicle Control Bylaw 2011 (no 207) is required for any renewal option which no longer uses a Pay and Display (PAD) system

3. Recommendation

That the Council

1. ***Receives the report Parking Meter Renewal (R9935) and its attachments (A2149051, A2148865, A2228122); and***
2. ***Approves that the existing parking meters be renewed using Pay-by-Plate technology and that tenders be called for on this basis; and***
3. ***Determines that amendment of the Parking and Vehicle Control Bylaw 2011 (No.207) is the most appropriate way of ensuring that it will support pay-by-plate technology and that the proposed amendments would be the most appropriate form of bylaw and would not give rise to any implications under the New Zealand Bill of Rights Act 1990; and***
4. ***Determines the most appropriate form of consultation for the proposed amendment to the Parking and Vehicle Control Bylaw 2011 (No.207) that will support pay-by-plate technology, is under s82 of the Local Government Act 2002 and as set out in this report R9935; and***
5. ***Notes that, following completion of the consultation process, a report will be brought back to Council to decide on changes to the Bylaw***

4. Background

- 4.1 The City Centre parking ticket meters (106 multi bay meters, and 116 single head meters) are reaching the end of their useful life. They have recorded a 250% increase in down time due to faults over the last six years, together with an increase in maintenance and operational costs of 66% since 2013/14.
- 4.2 The current parking meters are dated and limited in their payment options and flexibility. The current Pay and Display system results in paper litter in the City Centre, and people taking repeated advantage of the one hour free parking has resulted in loss of income to the City.
- 4.3 Enforcement is carried out by three parking wardens on a daily basis, increasing to four in the summer months. Enforcement is a combination of ticket checking and tyre chalking to enforce the one hour free parking allowance. Enforcement is limited as officers have no knowledge of how many times a driver has used a one hour free parking in the City Centre

Item 10: Parking Meter Renewal

in any one day. The current wording of the Bylaw does not adequately deal with the problem of repeated use of the free one hour.

- 4.4 Infringement notices are recorded and printed using a hand held device carried by each warden. Each day, infringements are physically downloaded into the Council IT system (MagiQ) for subsequent processing. MagiQ is Council's preferred software for the recording and ongoing management of infringement notices. MagiQ interfaces with other Council systems, as well as the NZTA for infringement reminders and information. This system will remain in service with the Council for the foreseeable future and whatever parking system is employed will need to integrate with MagiQ.
- 4.5 In October 2018 a survey of on-street customers was undertaken to test assumptions and assess their wants and needs for inner city parking (refer to Attachment 1 for results).
- 4.6 In December 2018, a Council workshop received a presentation regarding the parking renewal options. The issues and objectives of the renewal were extensively discussed and some views expressed as to how the project should proceed (Attachment 2). The options for the renewal are documented in this report (Attachment 3) and a preferred course of action is identified for Council consideration and resolution.
- 4.7 A change to the Parking and Vehicle Control Bylaw 2011 (no 207) is required for any renewal option which no longer uses a Pay and Display (PAD) system. This is because the current wording is specific to the current parking system, and would not apply to a different system.
- 4.8 Section 155(1) of the Local Government Act 2002 requires that Council determine whether the proposed amendment to a bylaw is the most appropriate way of dealing with the problem before it commences the process for amending the bylaw.
- 4.9 Section 155(2) of the LGA then requires Council to determine before making or amending the bylaw whether the proposed amendment is the most appropriate form of the bylaw and gives rise to any implications under the New Zealand Bill of Rights Act 1990 (NZBORA).

5. Discussion

- 5.1 A number of objectives that the renewal of meters should achieve have been identified (including those discussed at the December 2018 workshop) and these have been used to assess and identify a preferred option
- 5.2 Key objectives of the renewal project are:
 - **Reduced maintenance costs.** Maintenance costs, machine faults and downtime are increasing with the age of the machines
 - **An improved customer experience.** The current system provides a poor user experience with complaints about usability,

Item 10: Parking Meter Renewal

and the inability to use modern payment methods. Any new system needs to be user friendly given our ageing demographic and retain coins as a payment option

- **Increased turnover and smarter enforcement of parking in high demand areas.** Technology offers the opportunity for smarter enforcement therefore encourages parking turnover
- **Improved environmental impact.** The paper tickets used in the current pay and display machines continue to create a waste problem in Nelson
- **Better monitoring of parking utilisation.** Council is interested in the potential for any future parking system's technology to monitor parking utilisation. This provides information to support decision making and ongoing asset management.

5.3 Modern parking solutions comprise a number of products and services that are integrated to provide an overall parking system. Each product provides only part of the overall parking solution, and as such needs to be integrated to enable the solution to function.

5.3.1 All systems require a parking meter, an enforcement system/interface and, if smart payment technology is required, the use of a Parking Application (Parking App), to enable payment via smart devices to integrate with the Council payment technology (eg Ezicom/MagiQ). It is envisioned that these aspects of the system will be tendered as one package.

5.3.2 In order to ensure a successful parking system the enforcement must integrate with all other aspects including the meters and mobile apps. This is achieved through a cloud based web portal that receives the data from the enforcement officers and the parking meters as an input. Currently the enforcement officers input this data (infringement data) manually each night into the MagiQ parking module. This can cause frustration when customers try to pay an infringement fee that has not yet been loaded into the system. Modern technology will allow this to occur in real time.

5.3.3 A review of a number of different charging and enforcement system options has been undertaken and is fully discussed in Attachment 2.

5.4 The existing casing of the NCC multi-bay parking meters are still in reasonable condition and with a refurbishment can be brought up to excellent condition. The meter suppliers have indicated a retrofit and refurbishment of the existing meters could cost approximately \$5000 each compared to \$10,000 for a new meter. Any tender will provide the option to replace or refurbish to encourage competitive pricing.

Systems Considered

Item 10: Parking Meter Renewal

5.5 In summary the review of the options in Attachment 3 indicates:

- 5.5.1 Pay and Display (PAD): This is the current NCC operating system, which is now considered an outdated system due to paper ticket pollution and poor enforcement of the one hour free parking. Whilst it is possible for the current meters to be upgraded to modern payment options and more reliable technology the paper tickets would remain and people would be required to return to the vehicle to extend the paid parking period. The cost for this option is within the current budget. Feedback from the December workshop was that a ticketless system should be explored. Continuing with what we have does not move us forward with our vision of being the Smart Little City.
- 5.5.2 Pay by Plate (PBP): This option requires drivers to enter their registration plate number at the parking meter, and pay for the required parking time. There is no need to return to the car or for paper tickets to be displayed. Paid parking periods can be extended remotely via the Parking App, provided they stay within the relevant parking time limits. Tauranga introduced PBP in 2014, Rotorua, Christchurch, and Auckland use PBP, and Blenheim has recently introduced PBP into some of its parking areas. The cost for this option is just outside of the current budget with a 30% contingency applied.
- 5.5.3 Pay by Space (PBS): This option requires each parking space to be numbered and fitted with a bay sensor which requires additional capital outlay. Drivers enter the space number at the parking meter and pay for the required parking time. Paid parking periods can be extended remotely via the Parking App. Palmerston North, New Plymouth and Wellington currently use PBS. Costs are not expected to be within the current budget. Known operational and maintenance issues with this system and a provisional costing of \$1.35M places this option well outside current budget and for these reasons that it is not currently considered an appropriate option for Nelson.
- 5.5.4 Barrier Arms on the car parks: This option requires customers to pay for the parking they use on exiting the carpark. This results in reduced enforcement costs and increased payment compliance. This solution is limited to the parking squares and will not cater for the on-street parks in the city centre. The current configuration of our car park squares requires retaining private access and public road accessibility. There are currently nine access points into/out of the car park squares that would require barrier arms. Provisional costing of \$1.8M indicate barrier arm control, together with the required onsite support for operation and maintenance places this option outside current budget. As a partial solution outside of budget this is not considered an appropriate option for Nelson.

Item 10: Parking Meter Renewal

6. Budget

- 6.1 Council at its 4 June 2019 meeting approved renewal of the parking meters at a total estimated budget of \$867,000, noting that a report would be brought to Council prior to purchase, seeking approval of the preferred system. Council also approved bringing budget from 2020-21 forward into 2019-20 to carry out this project.

7. Options

- 7.1 Continuing with the status quo and doing nothing is not an option and has not been considered further.
- 7.2 Three options have been considered and are summarised in Table 1 of Attachment 3.
- 7.3 These options include:
- 7.3.1 Option 1 - Replace or refurbish the existing parking meters and upgrade the parking payment and enforcement system to PBP is preferred.
 - 7.3.2 Option 2 - Replace or refurbish existing parking meters with the upgraded parking payment and enforcement system of Pay by Space (PBS).
 - 7.3.3 Option 3 – Hybrid: Replace existing parking meters with the upgraded parking payment and enforcement system (PBP) and barrier arms in parking squares.

Option 1: Replace or refurbish existing parking meters, with the upgraded parking payment and enforcement system of Pay by Plate (PBP).	
Advantages	<ul style="list-style-type: none">• Updated technology• More efficient and targeted enforcement• Increased and “smarter” payment options• Retains option of payment by coins• Reduced maintenance costs• Potentially lower initial costs due to reuse of existing cases.• Provides for future management scenarios eg change fees, time limits• Removes paper waste• Minimises abuse of 1 hour free parking• Has recently been implemented in a number of similar sized towns/cities so is trialled and proven

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	<ul style="list-style-type: none"> • Known cost estimates for refurbishment are within allocated budget • Providing option to replace or renew ensures competitive tenders
Risks and Disadvantages	<ul style="list-style-type: none"> • Will require a Bylaw change • Will require relocation of some parking meters to achieve efficient spacing. • Costs for new meter casings are not fully known and may exceed available budget.
Option 2: Replace or refurbish existing parking meters with the upgraded parking payment and enforcement system of Pay by Space (PBS).	
Advantages	<ul style="list-style-type: none"> • Updated technology • More efficient and targeted enforcement • Increased and "smarter" payment options • Retains option of payment by coins • Reduced maintenance costs • Potentially lower initial costs due to reuse of existing cases. • Provides for future management scenarios eg change fees, time limits • Removes paper waste • Provide significant opportunity to enable the collection of real time occupancy data
Risks and Disadvantages	<ul style="list-style-type: none"> • Will require relocation of some parking meters to achieve efficient spacing. • Will require a Bylaw change. • Known operational difficulties with sensors (solar charging and expected life) • Sensors impact on road resurfacing costs. • Does not address abuse of 1 hour free parking if drivers move locations • Cost of sensors are additional to the meters and significantly exceeds the available budget.
Option 3: Hybrid- Replace existing parking meters, with the upgraded parking payment and enforcement system (PBP) and barrier arms in parking squares.	
Advantages	<ul style="list-style-type: none"> • Updated technology • More efficient and targeted enforcement

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	<ul style="list-style-type: none"> • Increased and “smarter” payment options • Retains option of payment by coins • Provides for future management scenarios eg change fees, time limits • Removes paper waste • Minimises abuse of 1 hour free parking
Risks and Disadvantages	<ul style="list-style-type: none"> • Will require a Bylaw change. • Does not eliminate paper waste (tickets) • Public roads pass through the carpark squares in including Achilles Avenue, Wakatu and Alma Lane and barrier arms at entry to the squares could present a legal issue with the need for road stopping • A number of privately leased carpark spaces have legal access off the Squares and will require free access to the area • The number of entry points may require rationalisation which will impact wider city roading network • High levels of monitoring and maintenance required and issues must be addressed urgently to avoid tailback queues – this will carry a higher ongoing cost • The cost of the hybrid barrier arms and on street meters is estimated to be over \$1.8M which exceeds available budget

8. Procurement

- 8.1 Nelson’s Procurement Policy requires that this project be publically tendered. Prices for refurbishment of, or full replacement of, the existing meters to support PBP will be invited. The preferred supplier will be determined through tender evaluation.

9. Other considerations

Changes to the Parking Bylaw

- 9.1 A change to the Parking and Vehicle Control Bylaw 2011 (No. 207) is required for any renewal option which no longer uses a PAD system. This is because the current wording is specific to the current parking system, and would not apply to a different system.
- 9.2 Council is empowered to make and amend the Parking Bylaw under the Land Transport Act 1998, however bylaw making is a local authority

Item 10: Parking Meter Renewal

process and the bylaw making requirements as set out in the Local Government Act 2002 (**LGA**) also apply.

- 9.3 Section 155(1) of the LGA requires that Council determine whether the proposed amendment to a bylaw is the most appropriate way of dealing with the problem before it commences the process for amending the bylaw.
- 9.4 Officers consider that amendment of the Parking Bylaw is the most appropriate way of dealing with the problem. The problem is that the current Parking Bylaw not adequately dealing with one of the problems arising under the current parking system (repeat use of free parking as noted in paragraph 4.3 above), and not being fit for purpose for any renewal system (as noted in paragraphs 4.7 and 9.1 above). Amendments are required to enable a new parking system.
- 9.5 If Council determines that amending the Parking Bylaw is the most appropriate way of dealing with the problem, it must then determine what level of consultation is required. The requirements are set out in s156 of the LGA. If Council considers that the bylaw concerns a matter of significant interest to the public as identified in Council's Significance and Engagement Policy, or that there is or is likely to be a significant effect on the public, the special consultative procedure must be used.
- 9.6 Having considered the proposed amendments and Council's Significance and Engagement policy, officers have concluded that the changes to the Parking Bylaw are of low significance and that the proposed changes to the Parking Bylaw are not likely to have a significant effect on the public. (see paragraph 9.7 below). Officers' conclusion is that the special consultative procedure is not required.
- 9.7 Section 156 (2) of the LGA does, however, require consultation in a manner that gives effect to s82 of the LGA unless the proposed changes to the Parking Bylaw are minor. Officers do not consider the proposed changes to be minor and therefore consultation consistent with s82 of the LGA is required (details of the proposed s82 consultation are set out in paragraph 9.9 below). Changing wording in the Bylaw to facilitate use of future technology tools for parking regulation and enforcement does not change any levels of service, does not have significant financial impact, does not involve a strategic asset, will not impact on Council debt or rates, is a not an irreversible decision that would have high impact on future generations, builds on the existing Bylaw, and has no history of this matter generating widespread interest. The proposed change to the Bylaw has low impact on the community, as it changes only the mechanism of showing payment for parking, not the fees, or the parking schedules
- 9.8 It is important to note that the intention of the s82 consultation is not to choose a parking enforcement methodology, rather it is to update the Bylaw wording to allow any type of parking enforcement technology, rather than just PAD.

Item 10: Parking Meter Renewal

- 9.9 Draft amendments to the Bylaw will need to be available for the consultation and in this regard officers are recommending that feedback on the proposed changes is invited through a communications and engagement plan that will include Our Nelson, a media release, targeted newsletters (eg Uniquely Nelson) and social media. Consultation will be carried out for four weeks and a summary report will be brought back to Council for a decision to change the Bylaw early in the new triennium.
- 9.10 The two processes (i.e. consultation and procurement of new meters) can run side-by-side as changes to the Bylaw will be required before enforcement can take place. It is proposed to call for, evaluate but not award the tender until the change to the Bylaw has been confirmed. New hardware can then be ordered and the system rigorously tested with a goal of achieving installation in the current 2019/20 financial year.

New Zealand Bill of Rights Act (NZBORA)

- 9.6 Council officers have considered whether the proposed Bylaw changes give rise to any implications under the NZBORA. The Bylaw is considered an appropriate way of managing a range of road user behaviours in regard to parking and vehicle control. Bill of Rights considerations were made when the Bylaw was last entirely reviewed. The proposed changes will be limited allowing for a new system for Council to manage and enforce and poses no restrictions on individual freedom or movement. The proposed changes to the Bylaw are therefore considered consistent with the NZBORA requirements. This will be required to be considered by Council when it determines whether to amend the bylaw, following the LGA bylaw making process, including consultation.

Integration with Financial Systems

- 9.7 Steps in the early procurement of the system prior to the Bylaw change and "go live" date allows adequate time for pre-implementation testing of financial systems. There is the need to robustly test integration between meters, enforcement equipment, the Parking App and the Council's financial system.

10. Next Steps

- 10.1 Proceed to Request for Tender – September 2019.
- 10.2 Advertise proposed changes to the Bylaw and consult to give effect to consultation provisions of section 82 LGA – September 2019
- 10.3 Tenders close and evaluated - November 2019.
- 10.4 Consultation closes – October 2019

Item 10: Parking Meter Renewal

- 10.5 Report to Council providing community feedback and seeking a decision on the proposed Bylaw change - December 2019.
- 10.6 Award tender following Council meeting – December 2019.
- 10.7 Update financial systems and carry out pre-implementation/integration testing. January through to March 2020.
- 10.8 Commence community information and education programme. April/May 2020
- 10.9 Change Bylaw and install machines with aim of having installed by June 2020 (earlier if possible depending on tender)

11. Conclusion

- 11.1 Officers recommended that tenders be called for the replacement or refurbishment of the existing parking meters to PBP together with the introduction of a parking app for payment in the Central City area, and that concurrently consultation under s82 of the LGA commence to change the Bylaw to allow for alternative technology to support parking management and enforcement.

Author: Margaret Parfitt, Manager - Transport and Solid Waste

Attachments

Attachment 1: A2228122 Customer survey feedback [↓](#)

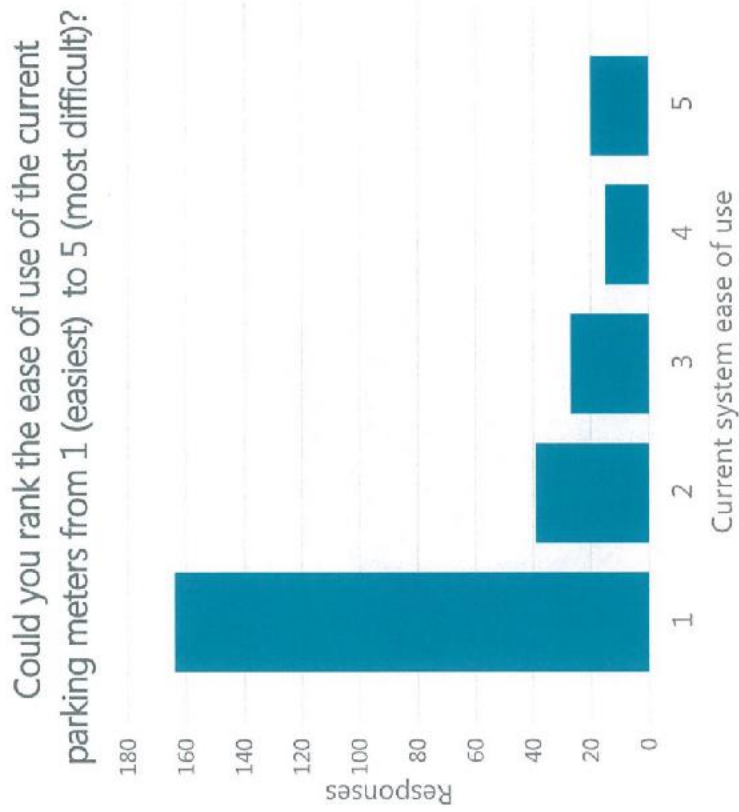
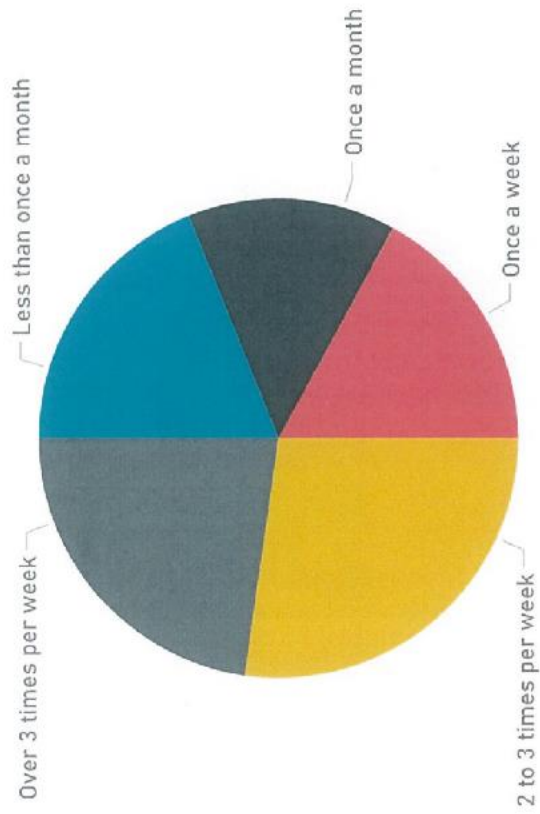
Attachment 2: A2149051 Parking Meter Renewal Objectives [↓](#)

Attachment 3: A2148865 Parking meter renewal - Options evaluation [↓](#)

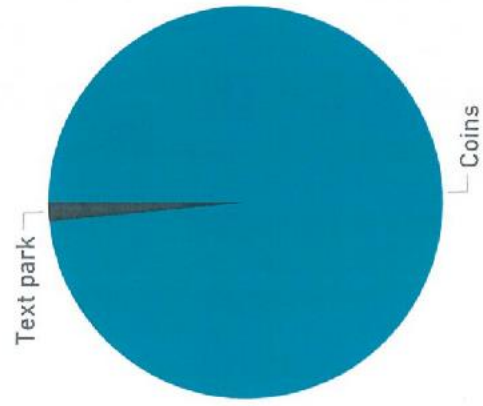
Important considerations for decision making	
1. Fit with Purpose of Local Government	This renewal project meets the current and future needs of the NCC for good quality infrastructure and performance of regulatory parking control and function.
2. Consistency with Community Outcomes and Council Policy	This renewal project is a project within the 2018-28 Long Term Plan to provide smarter options for parking in the City Centre.
3. Risk	This renewal should only proceed if it achieves good outcomes including smarter parking payment. Not proceeding will result in increased maintenance costs, continuing with paper tickets, loss of meter reliability, and limited enforcement of the parking limits and fees.
4. Financial impact	Budget provision exists in the 2019/20 financial year for this renewal.
5. Degree of significance and level of engagement	Procurement of new parking meter infrastructure is of low significance. Having considered the proposed amendments to the Parking Bylaw (to enable a new parking system) and Council's Significance and Engagement policy, officers have concluded this matter is of low significance and that the special consultative procedure is not required. Because officers do not consider the proposed amendments to be minor, a s82 consultation process is required.
6. Inclusion of Māori in the decision making process	No engagement with Māori has been undertaken in preparing this report.
7. Delegations	This matter has been referred to Council by the Works and Infrastructure Committee.

A2228122 Customer survey feedback.

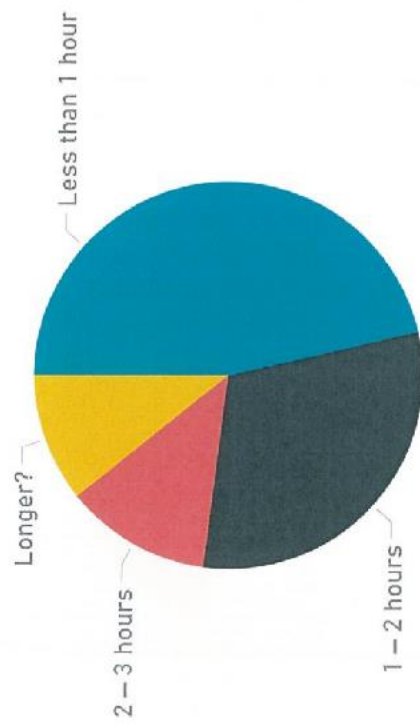
On average, how often do you park in the CBD?



How did you pay today?

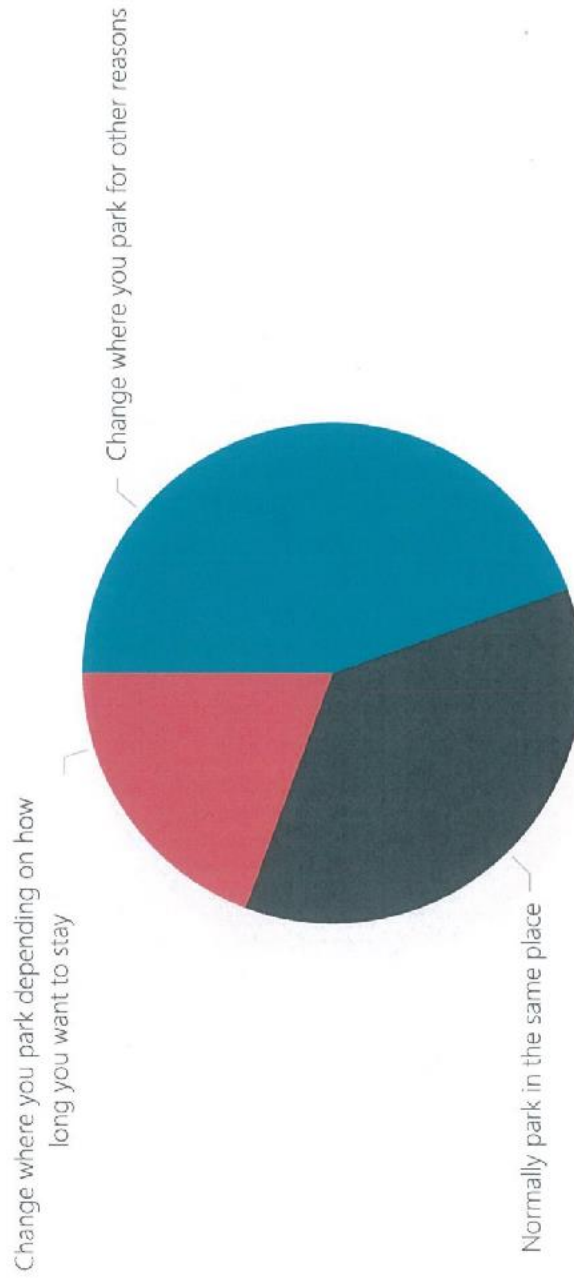


How long are you intending to stay today?



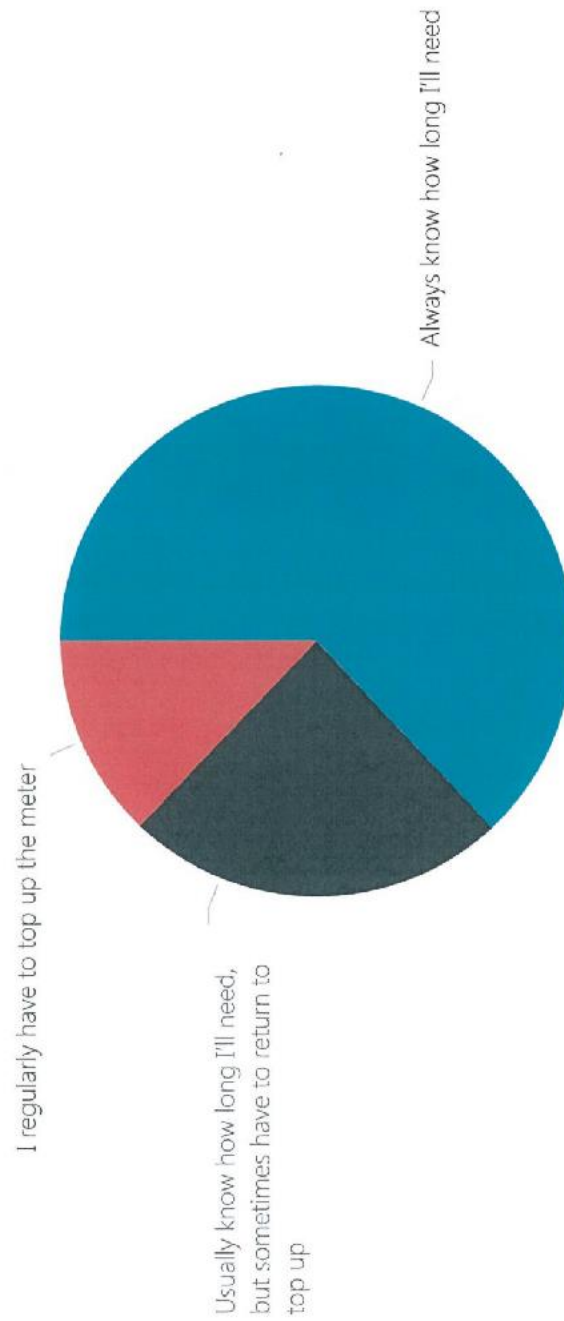
A2228122

Do you normally park in the same place, or do you change where you park depending on how long you want to stay?



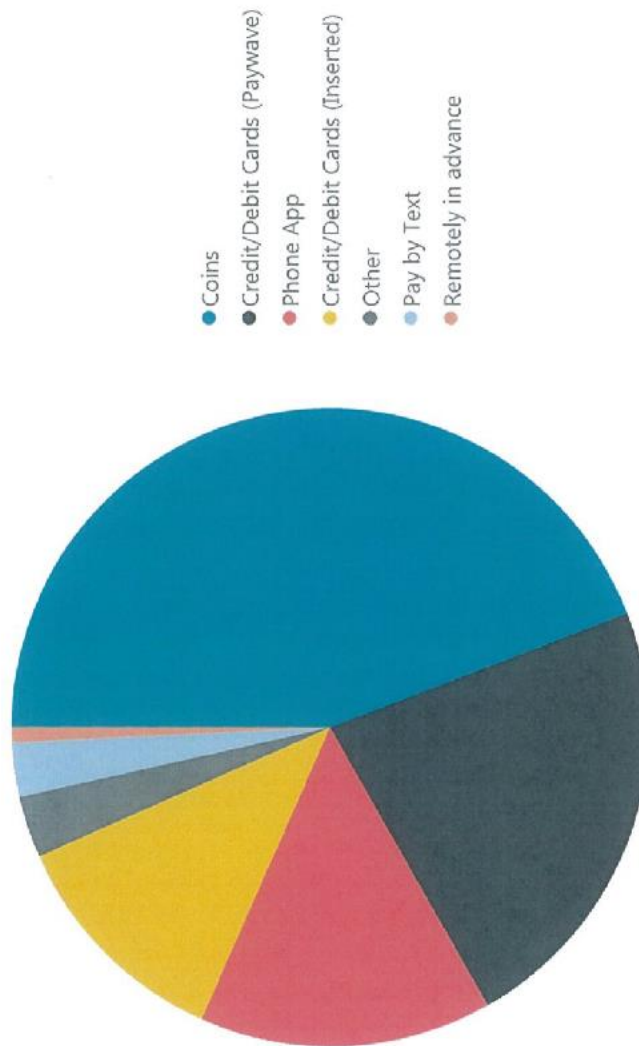
A2228122

Do you typically know the time you'll need for your parking, or do you have to return to top up your meter?



A2228122

What would be your preferred method of paying?



A2228122

Attachment 2. Parking issues raised during course of study by public, councillors, and staff		
	Issue/objective/aim (No specific priority)	Comment
1	Reduced maintenance/meter downtime costs	
2	Improved customer experience, recognising our ageing demographic.	Includes easy, smart, flexible, understandable
3	Utilisation and enforcement in high demand areas	To improve turnover, minimise overstaying
4	Reduced environmental impact	Reduce paper and reuse existing machine cases.
5	Better monitoring of parking utilisation	Advantages for Council's monitoring of parking patronage characteristics and enforcement.
6	Include smart payment options	
These are considered the top 6 objectives of this renewal project		
7	Easy to understand	Essential
8	Flexible to change fees and time limits	Future Proof
9	Include coins	Maybe limited to next few years
10	Current meters are hard to read	
11	Current Scamming/cheating	
12	Suggest No meters, just bay sensors like Queenstown	Loss of revenue
13	Help people know where spare parking is	Parking sensors could be proposed in this meter renewal.
14	Tap and Pay option	
15	Comprehensive report acknowledging parking strategy required	Meter renewal does not affect parking strategy development.
16	Barrier arms in parking squares/allow patrons to stay longer	Addressed in options
17	No fees, just time limits	Future Option
18	Current 1 hour free difficult to understand	
29	Potential for stored dollar value on parking app?	
20	Option for bay sensors on Trafalgar St only	Option for future investment - Stage 2, would remove requirement for chalking.
21	Is there an issue with tourists' foreign visa cards?	
22	Minimise walking, integrated system	
23	By law change	Yes will require substantive change to By Law
24	Permits for various users.	
25	Reuse of existing meter cases preferred if possible	Minimises waste of current components.
26	NZ supplier with good support	
27	Proven reliability in an NZ marine environment	

A2149051

Attachment 3 Parking Meter renewal: Evaluation of Options

Nelson Parking Meters- current situation

Nelson currently has 106 Global Integrated Solutions (GIS) payment meters installed both on street and in the off street parking squares. There are also a few operating in other locations such as the Marina. In addition, there are 116 remaining Duncan lollipop single space style meters. These meters have been supplied by Integrated Technology Solutions (ITS) which also supplies many other towns and cities both in NZ and internationally.

1. Nelson Parking Enforcement System

Council currently contracts enforcement services to EIL and supplies the supporting enforcement hardware. Enforcement is carried out by three wardens on a daily basis, increasing to 4 in the summer months. Enforcement is a combination of ticket checking and tyre chalking to enforce the one hour free parking allowance. Enforcement officers have no knowledge of how many times a driver has used a 1 hour free parking in the City Centre in any one day. The wording of the By Law does not preclude repeated use of the free one hour. Infringement notices are recorded and printed using a hand held device carried by each warden. The recording process can take a considerable length of time and presents a significant opportunity for improvement.

Each day, infringements are physically downloaded into the Council IT system (MagiQ) for subsequent processing. MagiQ is Council's preferred software for the recording and ongoing management of infringement notices. MagiQ interfaces with other Council systems, as well as the NZTA for infringement reminders and information. This system will remain in service with the Council for the foreseeable future.

This approach means that fines are not able to be paid on the day they are issued as they are not recorded with the Council until the close of business. The customer support team are also unable to address complaints on the day as they do not have access to the relevant information. This is an ongoing source of customer frustration and dissatisfaction. Infringement notices can be paid either in person using conventional payment methods or online.

2. New Zealand current parking payment and control technology.

New Zealand currently has 3 main on street/off street parking payment and control systems: Pay and Display (P&D), Pay by Plate (PBP), and Pay by Space (PBS). There are additional off street options such as Barrier Arm control.

Modern parking solutions comprise of a number of products and services that are integrated to provide an overall parking system. Each product provides only part of the overall parking solution, and as such need to be integrated to enable the solution to function. Integration is achieved via one, or a number of, cloud based servers that control the information flow from one system to another. Systems interface with each other via an Application Programming Interface (API) which translates information from one system to be used by another. All systems require a parking meter, an enforcement system and, if smart payment technology is required, the use of a Parking Application (Parking App), to enable payment via smart devices to integrate with the Council payment technology

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(eg Ezicom/MagiQ).

Parking Apps are generally free to download but the customer has a fee deducted on each payment. Tauranga now receives 45% of its parking revenue via an App.

3 Reuse of existing meter cases.

The existing casing of the NCC multi-bay parking meters are still in reasonable condition and with a refurbishment can be brought up to excellent condition. The meter suppliers have indicated a retrofit and refurbishment of the existing meters could cost approximately \$5000 each compared to \$10,000 for a new meter.

4 Parking Technology Options:

4.1 Pay and Display (PAD). The current NCC technology. The customer enters the parking time required, a ticket is issued and the driver returns to the vehicle and places the ticket on the dashboard. Enforcement officers check each ticket manually. Time limits are checked by chalking the vehicle tyres. P&D was considered the NZ system of choice for a number of years but is now outdated due to the ticket issuing technology having maintenance issues such as printer errors, generation of waste paper, cost of paper (approx \$72,000pa). The GIS machines do not provide the opportunity to pay via “smart” technology. This could be provided by the installation of new electronic systems in the existing meter housings, it would also require the introduction of a Parking Application (Parking app) to enable smart payment options.

The current Parking Bylaw requires the payment and display of a permit, ie Pay and Display. The cost of new Pay and Display machines have not been requested at this stage, but are expected to be higher than the Pay by Plate machines due the need for the ticket printer. Maintenance costs are expected to be similar initially but will increase as the meters age due to printer costs. The annual cost of paper tickets will continue (\$72,000)

4.2. Pay by Plate (PBP). This system requires the customer to enter their vehicle registration (plate) number and pay the required parking time fee at the parking meter. The system is ticketless, and does not require the driver to return to their vehicle. Drivers can also extend their stay (within the time limits). An e-receipt can be issued on request and Enforcement officers use a hand held device to enter the vehicle registration number and identify any infringements. Opportunity to upgrade to a mobile vehicle plate recognition system also exists (a dedicated camera mounted on a car).

This parking system will allow Council to automatically track and enforce the maximum limit of one free hour parking per vehicle per day across the City (or as required). This will reduce the multiple 1 hour free parking currently being claimed each day. (Anecdotal evidence indicates this may not be popular with some City Centre employees). Paid parking would automatically be applied once the first hour free had been registered at a machine.

Tauranga introduced PBP in 2014, Rotorua, Christchurch, and Auckland all use PBP, Blenheim has just recently introduced PBP into some of its parking areas.

Preliminary/provisional costs for this system, and are based on Market Research from a

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limited number of suppliers. At tender stage other options/costs may become available. Costs include a 30% contingency. Nelson has the opportunity to upgrade the existing meters with new electronic components to provide a refurbished meter resulting in a range of costs from \$890,000 to \$995,000 depending on if new or refurbished meter casings are used. Ongoing operational and maintenance costs are estimated to be \$225,000 per year.

4.3. Pay by Space (PBS). Each parking space has its own sensor to detect when a vehicle is parked and an identification number. The driver enters the space identification number at the payment meter and pays for the required parking time. There is no need for the driver to return to the vehicle. The parking sensor can be either battery or solar powered. Enforcement officers receive information when a car has overstayed the time paid for in a specific bay and can therefore be directed to each infringement. This system does have a significant advantage over PAD or PBP in that it can provide extensive occupancy data, and with further investment could direct drivers to vacant parking. There are a number of drawbacks which result in it not being preferred option for many Councils: mainly relating to the operation of the sensors, with sensors having a shorter than predicted life expectancy, solar recharging being a problem in busy CBD locations, sensors being out of action for periods without the customer being aware, the need to attach the sensor to the road surface, methods of attaching the identification number to the kerbside.

The bay sensors, which are \$400 each, are an additional cost to this system over and above the cost of the meters. If all on street and off street Pay and Display spaces were transferred to Pay by Space management there would a cost of \$600,000. The use of bay sensors provides a significant opportunity to enable the collection of real time occupancy data. Preliminary/provisional costs for this system range from \$1,365,000 to \$2,125,000 depending on if new or refurbished meter casings are used. Ongoing operational and maintenance costs are estimated to be \$225,000 per year for meters with maintenance costs of sensors being unknown.

These costs are well outside the budget and do not present value for money at this stage.

4.4. Barrier arms. Barrier arms technology and control are often used in off street car parks, at Nelson airport and in Blenheim's multi-storey car park. An investigation into their use in Nelson was requested at the Councillor Workshop.

There are a number of issues regarding the use of a barrier arm system in Nelson's 4 parking Squares: Montgomery Square- currently 3 access points, Buxton Square – currently 2 access points, Wakatu Square – currently 3 road access points and millers Acre- 1 access point.:

- Public roads pass through the carpark squares in including Achilles Avenue, Wakatu and Alma Lanes and barrier arms at entry to the squares could present a legal issue with the need for road stopping
- A number of privately leased carpark spaces have legal access off the Squares

Item 10: Parking Meter Renewal: Attachment 3

- Any tail back from barrier arms on entry (for example malfunction or vandalised equipment) would affect the operation of the ring road, particularly if the barrier arms operated overnight, with limited maintenance cover
- Access to car parks outside parking operation hours would not generate income but barrier arms would be required to operate and incur “wear and tear” costs.
- Cost: there are potentially 9 entry and exit barrier arms required to operate the current access arrangements for the 4 parking squares. Rationalisation/reduction of these access options would require careful consideration of the impact on the City’s road network, potential road stopping and private access issues
- Barrier arms will only recover parking fees from the parking squares. If there is a desire to continue receiving parking income from Selwyn Place, Halifax, Rutherford, Collingwood, Bridge and Hardy Streets then additional on street meters would be required
- The Nelson Airport experience is that the barrier arms require frequent maintenance and monitoring due to damage resulting from people colliding with them (intentionally or unintentionally.) The airport have security staff on site who are able to monitor and respond to faults. The airport has three lanes on entry and three on exit providing some redundancy should one access lane be out of operation for any length of time. Council carparks would not have the on-site monitoring enabling quick response or the extra lane capacity if faults occurred.

Preliminary/provisional costs for this hybrid option range from \$1,800,000 to \$2,300,000 depending on if new or refurbished meter casings are used. Ongoing operational and maintenance costs are estimated to be \$135,000 per year for meters with exact maintenance and monitoring of barrier arms being unknown but estimated to be significant. This assessment has discounted barrier arms in the parking squares as a preferred option.

5 Benefits Summary table

System Requirement	PAD	PBS	PBP	Barrier Arms
Reduced maintenance costs	✓	✓✓	✓✓	✓
Reduced downtime	✓	✓✓	✓✓	✓
Multiple payment methods	✓	✓✓	✓✓	✓✓
Reduce waste	✗	✓✓	✓✓	✓
Enforcement of 1 hour free	✗	✗	✓✓	✓✓
Enable real time payments	✓	✓	✓	✓
Future configuration changes to <ul style="list-style-type: none"> - Parking zones/rates/special events - Time limits 	✓✓	✓✓	✓✓	✓✓
Provide occupancy data	✓	✓✓	✓	✓✓

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REPORT R10038

Tahunanui Modellers Pond Trial - Way Forward

1. Purpose of Report

- 1.1 To approve a way forward for resolving the historical algae and weed issues in the Tahunanui Modellers Pond (Pond).

2. Summary

- 2.1 A trial using Diatomix (a diatom fertilizer) commenced at the pond on 20 August 2018 with a view to improving the water quality and amenity of the pond. This trial was planned to run for up to 18 months with a hold point at three months to determine the success of the Diatomix before proceeding further. The aim of the trial was to encourage the growth of diatoms to the detriment of the filamentous algae (algae) and aquatic weed ruppia (weeds).
- 2.2 Observations during this three month trial (ending November 2018) show that algae had continued to grow in the pond. Anecdotally this growth seemed to be at lower levels than previous years. It is unclear whether this was wholly the impact of the Diatomix, circumstantial and/or supported by an additional light midwinter clean out of algae as part of the trial preparation.
- 2.3 At its 13 December 2018 meeting, Council approved continuing the trial for a further five months. The Council requested that the findings from the five month extension be brought back to Council and that officers present alternative options for resolving the historic issue in the event the trial was not considered viable in the long term.
- 2.4 During the five month trial extension, algae continued to grow, however the Working Party is of the opinion that it is significantly less than previous years. The weed has continued to grow and still renders the pond unusable by the Modellers Society for model boats.
- 2.5 NIWA has been engaged by the Council to provide an independent assessment of the trial. Its assessment is that there were too many variables involved in the trial to be able to firmly conclude if Diatomix is responsible for limiting the growth of algae. Furthermore, NIWA concluded that there was no measured increase in the proportion of diatoms within the pond during the trial, particularly at sites closest to where the Diatomix was added.

Item 11: Tahunanui Modellers Pond Trial - Way Forward

- 2.6 Officers note that algae has continued to grow, and due to the complexities associated with the Modellers Pond, issue with ruppia weed, no scientific confirmation of the efficacy of the product at the dose used and the likely impact on staff resources, officers cannot support continuing with Diatomix and recommend that alternative options be considered.

3. Recommendation

That the Council

- 1. Receives the report Tahunanui Modellers Pond Trial - Way Forward (R10038) and its attachments (A2223677, A2223678, A2223679 and A2230776); and***
- 2. Notes that officers do not support continuing with using Diatomix; and***
- 3. Approves progressing Options 3 and 4 of Report R10038 and any alternative option iwi consider appropriate to preliminary design at an additional unbudgeted cost of \$160,000; and***
- 4. Requests Council officers bring a report back to the Sports and Recreation Committee detailing the findings from preliminary design for Options 2, 3 and 4 of Report 10038 and any alternative option iwi consider appropriate before proceeding to public consultation.***

4. Background

- 4.1 The growth of weed and algae (which forms long strands and mats) has been a problem in the pond since the addition of copper sulphate was stopped. Officers have been working on a solution, but this has been a complex and protracted process.
- 4.2 Due to the historic use of copper sulphate, the base of the pond contains high levels of copper and is a designated HAIL site (Hazardous Activities and Industries List).
- 4.3 A Working Party comprising the following members was established to assist in developing a solution.

Item 11: Tahunanui Modellers Pond Trial - Way Forward

- Nigel Gibbs and Alan Malaquin from the Tahunanui Modellers Society; and
 - John Gilbertson from the Tahunanui Business Association; and
 - Councillors Stuart Walker and Tim Skinner, as Chairs of the Works and Infrastructure and Sports and Recreation Committees, respectively.
- 4.4 A potential solution using Diatomix was agreed to be trialled. This trial involved dosing the pond with Diatomix which encourages diatom growth (single celled algae of a variety of species). The presence of diatoms limits the nutrients available for the growth of other algae and weeds. The Working Party is supported by Dr Simon Tannock from AlgaEnviro, the Diatomix supplier.
- 4.5 WSP Opus was engaged by Council to process the resource consent and to monitor the resource consent conditions.
- 4.6 Following the granting of the resource consent to trial Diatomix at the pond, supporting equipment was installed (pond circulation and dosing pumps) and base testing carried out. The trial then commenced on 20 August 2018 for a period of three months.
- 4.7 In December 2018, officers brought a report to Council summarising the outcome from the three month trial, and a variety of options on how to proceed. Whilst officers did not support continuing the trial, Council approved the option to continue the trial for a further five months at an additional operational cost of \$130,000.
- 4.8 The Council requested that the findings from the five month extension be brought back to Council and that officers present alternative options for resolving the historic issue in the event the trial was not considered viable in the long term.

5. Discussion

The Performance of the Extended Trial

- 5.1 As previously reported to Council, this trial has been challenging to manage due to the sensitivity of the pond environment. There are many variables that have affected the performance of the trial. These variables were either not known, or not able to be fully quantified before and during the trial. These variables included:
- The discovery of isolated groundwater springs (hot spots) within the pond that are contributing additional nutrients to the system, which encourage algae growth;
 - Stormwater events – these events add more nutrients into the pond than original test results indicated and this increase in nutrients encourages algae growth;

Item 11: Tahunanui Modellers Pond Trial - Way Forward

- The need to maintain the water level within the pond. The water level in the pond drops depending on seepage, wind and evaporation and can drop by up to 10-15mm a day. When the water level drops too low it affects the pond circulation and the mixing of the Diatomix throughout the pond;
 - Greater circulation within the pond was required by AlgaEnviro and the Working Party developed and installed two modified outboard motors to address this issue. The first motor was installed towards the end of the three month trial (November 2018) and the second motor was installed at the end of January 2019.
- 5.2 The Working Party actively removed algae and weed from the pond from 5 November 2018 to 8 February 2019. The reason from the Working Party's perspective for removing algae was to bring the condition of the pond back to a similar state prior to the start of the trial.
- 5.3 Through January, February and March 2019, the region experienced a severe drought. The effect of the drought on the trial resulted in the water level in the pond reducing and the salinity level increasing.
- 5.4 When the first major rainfall event arrived in March, the growth of algae increased.
- 5.5 The effects from the hotspots and storm events result in additional nutrients that encourage algae growth. These nutrient levels were not known or quantified when the Diatomix dosing limits were proposed during the resource consent application. Therefore, following the rainfall events in March 2019, there was no ability to increase the dosing of Diatomix.

Ruppia weed

- 5.6 The aquatic weed ruppia (*ruppia megacarpa*) which is a native (though not endemic) coastal species has not been reduced or effected by the trial. This weed has continued to grow and has rendered the pond unusable by the Modellers Society. This is a root based weed and needs sediment to grow, which is where it obtains its nutrients.
- 5.7 Council officers' original expectation was that the Diatomix was meant to have managed this weed as well as the filamentous algae. The Working Party has a mixed opinion on this matter, and AlgaEnviro has since confirmed that the Diatomix would not control the ruppia, however it might help suppress it.

WSP Opus Assessment

- 5.8 WSP Opus has been engaged by Council to process the resource consent and to monitor the resource consent conditions.
- 5.9 At present, testing and observations indicate there has been no discernible or significant adverse effects on the downstream water quality and/or aquatic life.

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- 5.10 There has not been a potential/actual toxic algae bloom in the pond or the downstream environment, since the addition of Diatomix.

NIWA Assessment

- 5.11 NIWA has been engaged by the Council to provide an independent assessment of the trial. The appointment of NIWA was approved in consultation with the Working Party and AlgaEnviro. Other assessors had been considered and discounted following consultation with the Working Party and AlgaEnviro.
- 5.12 NIWA's assessment is that there were too many variables involved in the trial to be able to firmly conclude if Diatomix was responsible for limiting the growth of algae. These variables include:
- The physical removal of the algae by members of the Working Party prior to and during the trial would have significantly reduced the accumulation of biomass within the pond;
 - The increase in salinity during the drought, which could have restricted algae growth;
 - An inability to increase the Diatomix dose level due to resource consent restrictions meant the true effectiveness of Diatomix could never be tested.
- 5.13 Furthermore, NIWA noted that there was no measured increase in the proportion of diatoms within the pond during the trial, particularly at sites closest to where the Diatomix was added.
- 5.14 NIWA will be attending this meeting to answer questions regarding their review of the trial. The NIWA review of the trial is appended in Attachment 1.

AlgaEnviro Assessment

- 5.15 The overall assessment from AlgaEnviro is that the Diatomix treatment has been a success because there were long periods of low filamentous algae growth.
- 5.16 AlgaEnviro confirms that by addressing the issues relating to pond depth, pond mixing and greater flexibility to alter the dosing volume, the long-term outcomes relating to the filamentous algae control and improved water quality are exceptionally favourable. A letter from AlgaEnviro is appended in Attachment 2.
- 5.17 AlgaEnviro also recommends the dosing limit be set to around 2.5 to 3.5 L/week (current resource consent limit is 1.5 L/week) and that a maximum limit of 10 L/week is allowed for within the resource consent. AlgaEnviro note that the 10L/week is not expected to be used, but allows for flexibility and should have no environmental harm.

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- 5.18 Increasing the dosing will require a variation to the existing resource consent. Given the significant increase proposed by AlgaEnviro, officers anticipate this variation will required a detailed assessment of effects and ongoing monitoring in the short term to confirm effects are less than minor.

6. Trial Finances

- 6.1 The total 2018/19 budget for the trial is \$275,000. This budget is split between two activities, stormwater (\$175,000) and esplanade & foreshore (\$100,000). The extension of the trial has come in under the budget of \$275,000 with an approximate spend of \$228,000. The primary reason for the financial underspend is due to simplifying the resource consent reporting process and key risks not eventuating, therefore leaving the contingency largely intact. A summary of the budget is detailed below.

Description	2018/19	Actual
<i>Five Month Extension</i>		
Diatomix product	\$11,000	\$11,000
Operational monitoring	\$18,000	\$18,000
Resource consent monitoring	\$39,000	\$26,000
Power costs	\$3,000	\$3,000
Improved circulation (pump etc)	\$2,000	\$-
<i>Subtotal</i>	<i>\$73,000</i>	<i>\$58,000</i>
Contingency (30%)	\$22,000	\$4,000
Independent specialist	\$5,000	\$9,000
Committed costs for continuing trial from end of initial 3 month trial to Council meeting in December	\$10,000	\$10,000
Manual cleanout of the pond post trial for remainder of 18/19 FY.	\$5,000	\$-
Allowance to close out the trial (disestablishment, resource consent monitoring & final report)	\$15,000	\$2,000
FIVE MONTH EXTENSION TOTAL	\$130,000	\$83,000
<i>Initial three month trial cost</i>	<i>\$145,000</i>	<i>\$145,000</i>
TOTAL COST	\$275,000	\$228,000

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- 6.2 It is important to note that internal staff costs are not included within this budget. Staff costs for operational work are typically funded at a cost centre level (i.e. Esplanade and Foreshore or Stormwater Activity) and not at a project level.

7. Officers Assessment of the Trial

- 7.1 Due to the complexities associated with the Modellers Pond, issues with ruppia weed, no scientific confirmation of the efficacy of the product at the dose used, officers believe Diatomix is not a viable solution in the long term and should not be considered any further.
- 7.2 Furthermore, the use of Diatomix as a long term solution will have a substantial impact on staff resources and time. The following activities will be required as a minimum:
- Weekly inspections to monitor the pond condition;
 - Regular sampling to monitor the water quality;
 - Ongoing monitoring and annual reporting on consent conditions;
 - Proactive management of the Diatomix dosing prior to and following all rainfall event;
 - Liaising with Councils O&M contractor and responding to alarms (water level issues, mixer issues, re-supplying the Diatomix doser);
 - Management of a potential algae bloom;
 - Ruppia weed management, including overseeing the quarterly clean out.

This additional work is anticipated to impact staff resources by approximately 10 hours per week. At present there is no available internal resource available to manage this additional work.

8. Alternative Options

- 8.1 Six alternative options for the pond's future have been considered and a brief summary of each option is summarised below:
- Option 1 - Return to estuarine environment;
 - Option 2 - Full upgrade of the pond with a concrete base and circulation system;
 - Option 3 - Fill the majority of the pond and landscape to provide a shared community space, including a model boat pond;
 - Option 4 - Fill the majority of the pond and landscape to provide a shared community space, but not including a model boat pond;

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- Option 5 - Continue with the use of Diatomix and incorporate a new ruppia weed management system;
- Option 6 – Do minimum.

8.2 Option 1 - Return to estuarine environment

This involves the removal of the pond and returning the area to a naturalised estuarine environment. The current stormwater outfall would require alterations and a treatment facility would need to be included. A concept of this option is detailed in Attachment 3. This option involves:

- Removal and modification of the existing pond wall, footpath, access points, and other infrastructure;
- Remediation of the existing tidal channel;
- Filling depressions inside the existing pond to improve drainage;
- Localised removal of contaminated material;
- Filling the perimeter of the pond to create a beach form;
- Replacing the existing pedestrian bridge;
- Placing a cover layer of approximately 400mm thick suitable estuarine base material;
- Construction of a new stormwater treatment facility. This could include a discharge stilling pond, sediment basin, rubbish interceptor and estuarine channel;
- Re-routing of existing stormwater outfalls;
- Adjustment of natural levels and landscaping with estuarine planting.

It is anticipated that funding for this option would be operational expenditure (opex) not capital expenditure (capex), as this option involves the removal of an asset, rather than the creation of a new one.

8.3 Option 2 - Full upgrade of the pond with a concrete base and improved circulation

This involves upgrading the current pond, primarily with a concrete base and improved circulation. A plan of this option is detailed in Attachment 3. This option involves:

- Installation of a smooth concrete base to the pond that will drain to a sump. This includes a pressure release system to prevent uplift of the pond when its empty;

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- Improved circulation with the installation of a large pump (lagoonmaster);
- Centennial pump station and tide gate alterations to assist with filling the pond with seawater when the tides are not high enough;
- The pond to be partially emptied and refilled 2~3 times per month at low tide via the new tide gates;
- Full automation and telemetry for the tide gates, lagoonmaster and the existing stormwater outfall at Parkers Cove;
- Replacing the existing pedestrian bridge;
- The pond would need to be cleaned out quarterly with a light rubber-tyred vehicle (up to 6 ton total mass).

This option has been completed to detail design and has an approved resource consent. It is anticipated that amendments would be required to the design to incorporate a new footpath around the perimeter of the pond and a new outfall concrete channel, which is currently not included in the design. The new outfall channel would likely require a variation to the approved resource consent.

8.4 Option 3 - Fill the majority of the pond and landscape to provide a shared community space, including a model boat pond

This involves creating a new shared community space. The majority of the pond would be filled in and a specific stormwater treatment facility would be built to treat and discharge stormwater from Centennial pump station. The new landscaped community shared space would comprise of a picnic area and a 1000m² model boat pond. This solution provides the ability for the Modellers Society to extend the model train track in the future into the new available space. A concept of this option is detailed in Attachment 3. This option involves:

- Infilling the current pond to match existing surrounding ground level;
- Construction of a new stormwater treatment facility. This could include a discharge stilling pond, sediment basin, rubbish interceptor and estuarine channel;
- Create a new small model boat facility of 1000m² area, 600 mm deep. It is assumed at this stage that this facility would need circulation, filtration and chlorination;
- Landscape the new available area into a family picnic area
- Replace the existing pedestrian bridge;
- Rehabilitate parts of the area to a more estuarine environment.

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8.5 Option 4 - Fill the majority of the pond in and landscape to provide a shared community space, but not including a model boat pond.

This involves filling in the majority of the pond and providing a blank canvas for a future use. A specific stormwater treatment facility would be built to treat and discharge stormwater from Centennial pump station. This solution provides the ability for the Modellers Society to extend the model train track in the future into the new available space. A concept of this option is detailed in Attachment 3. This option involves:

- Infilling the current pond to match the existing surrounding ground level;
- Construction of a new stormwater treatment facility. This could include a discharge stilling pond, sediment basin, rubbish interceptor and estuarine channel;
- Landscape the new available area into a family picnic area;
- Replace the existing pedestrian bridge;
- Rehabilitate parts of the area to a more estuarine environment.

8.6 Option 5 – Formalise and make permanent the use of Diatomix and introduce a new weed management system

This involves continuing with the use of Diatomix to manage the filamentous algae and the introduction of a mechanical machine to physically remove/maintain the ruppia weed. A concept of this option is detailed in Attachment 3. This option involves:

- Recontouring the base of the pond to a depth of 500 - 600mm. This base is free draining to the pond outlet;
- Renew the concrete outlet from the pond;
- New tide gates;
- Two mechanical mixers to improved water circulation;
- Increase the Diatomix dosing to a maximum limit of 10 L/week via a resource consent amendment;
- Replace the existing pedestrian bridge;
- Full automation and telemetry at the pond, Centennial pump station and existing stormwater outfall at Parkers Cove;
- Mechanical dredger/machine is constructed/purchased and used quarterly for ruppia weed management.
- Ongoing sampling and reporting as required by the resource consent.

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8.7 Option 6 – Do minimum

This involves reverting back to regularly cleaning out the pond. This will typically be a light clean that is repeatedly done throughout the summer period. This light clean involves the removal of floating algae only, the ruppia weed would not be addressed. Algae will continue to grow and is only removed when it is a visual nuisance.

9. Options Summary

9.1 The six options are discussed in more detail below:

Option 1: Return to estuarine environment		
Advantages	<ul style="list-style-type: none"> • As there is no pond, there will be no issues with algae and weed. • Will complement the surrounding estuarine environment. • Small increase to back beach embayment area. 	
Risks and Disadvantages	<ul style="list-style-type: none"> • No model boat facility. • Local playing fields and amenities will be less protected against high tide surges, extreme weather events and climate change. • Beach erosion will take place over time resulting in greater maintenance. • Increase in storm debris resulting in greater maintenance. • Tidal channel maintenance and greater safety issue. • Contaminated material could be exposed during extreme weather events. • Resource consent could be complex. • Anticipated to be opex funded only, due to no new asset being created. • Confidence in financial costs is low. • Not supported by Council officers, Working Party and Modellers Society. 	
Financial	<p>Opex Cost – \$1.88M to \$2.35M</p> <ul style="list-style-type: none"> • Anticipated to be opex funded not capex, as no new asset is created. • A 20% to 50% cost contingency range has been applied due to low confidence in the estimate. <p>Ongoing Opex Cost</p> <ul style="list-style-type: none"> • O&M Cost - \$26k p.a. 	
Programme	Year	Stage
	19/20	Preliminary Design

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	20/21	Detail Design	
	21/22	Consent/Detail Design	
	22/23	Construction	
Option 2: Full upgrade of the pond with a concrete base			
Advantages	<ul style="list-style-type: none"> • The pond remains and able to be used for model boats. • No new stormwater treatment facility required. • Alternative uses for the pond can be explored assuming the water quality is satisfactory for recreational purposes (kayaking, pedal boats, paddle boards etc). • Contaminated material is contained. • Resource consent is approved – minor variation required. • Protection against storm-driven debris provided. • Supported by the Modellers Society and Working Party. • Moderate capex and opex cost. 		
Risks and Disadvantages	<ul style="list-style-type: none"> • Risk of increased opex cost if the frequency for pond flushing and manual cleanouts increases to stop algae and weed growing. • Ongoing maintenance required to regularly clean out the base to stop sediment build-up. • The pond is susceptible to flood inundation and climate change. • The asset life for Centennial pump station will be reduced due to increase in salt water entering the pump station. • Confidence in financial costs (capex and opex) is medium. 		
Financial	<p>Capex Cost Range – \$2.37M</p> <ul style="list-style-type: none"> • A 20% cost contingency has been applied due to medium confidence in the estimate. <p>Opex Cost</p> <ul style="list-style-type: none"> • Depreciation - \$60k p.a. over 40 years • O&M Cost - \$60k p.a. • Total Opex - \$120k p.a. 		

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Programme/Budget Phasing	Year	Stage
	19/20	Finalise detail design and amendment to Resource Consent.
	20/21	Construction
Option 3: Fill majority of the pond and landscape to provide a shared community space, including a model boat pond		
Advantages	<ul style="list-style-type: none">• A model boat facility is created (albeit smaller).• Issues with algae and weed are removed.• Enables the modeller’s society to extend their rail tracks into this area.• Increased and wider public use of the shared space.• Opportunity to contain any potentially contaminated material within the site.• Protection against storm-driven debris provided.• Supported by the Modellers Society and Working Party	
Risks and Disadvantages	<ul style="list-style-type: none">• High capex and opex costs.• Filled in area is susceptible to flood inundation and climate change.• Ongoing monitoring & maintenance of the model boat pond is required.• Resource consent could become complex.• Confidence in financial costs (capex and opex) is low.	
Financial	<p>Capex Cost – \$3.39M to \$4.24M</p> <ul style="list-style-type: none">• A 20% to 50% cost contingency range has been applied due to low confidence in the estimate. <p>Opex Cost</p> <ul style="list-style-type: none">• Depreciation - \$105k p.a. over 40 years• O&M Cost - \$65k p.a.• Total Opex - \$170k p.a.	

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Programme/Budget Phasing	Year	Stage
	19/20	Preliminary Design
	20/21	Detail Design
	21/22	Consent/Detail Design
	22/23	Construction
Option 4: Fill majority of the pond and landscape to provide a shared community space, not including a model boat pond		
Advantages	<ul style="list-style-type: none">• Provides a blank canvas for reusing this space.• Issues with algae and weed are removed.• Enables the Modeller’s Society to extend their rail tracks into this area.• Protection against storm-driven debris provided.• Opportunity to contain any potentially contaminated material within the site.• Moderate capex cost.• Lower opex cost	
Risks and Disadvantages	<ul style="list-style-type: none">• No model boat facility.• Filled in area is susceptible to flood inundation and climate change.• Resource consent could become complex.• Confidence in financial costs (capex and opex) is low.• Not supported by the Working Party and Modellers Society.	
Financial	<p>Capex Cost – \$2.29M to \$2.86M</p> <ul style="list-style-type: none">• A 20% to 50% cost contingency range has been applied due to low confidence in the estimate. <p>Opex Cost</p> <ul style="list-style-type: none">• Depreciation - \$70k p.a. over 40 years• O&M Cost - \$30k p.a.• Total Opex - \$100k p.a.	

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Programme/Budget Phasing	Year	Stage
	19/20	Preliminary Design
	20/21	Detail Design
	21/22	Consent/Detail Design
	22/23	Construction
Option 5: Formalise the use of Diatomix and new weed management system		
Advantages	<ul style="list-style-type: none">• The pond remains and potentially able to be used for model boats.• No new stormwater treatment facility required.• Contaminated material is contained.• Protection against storm-driven debris provided.• Supported by the Modellers Society and Working Party.• Low capex cost.	
Risks and Disadvantages	<ul style="list-style-type: none">• High opex cost.• Officers have low confidence that that algae and weed issue will be resolved.• Eco system within the pond is delicate and could easily fail.• Risk of increase opex cost for cleaning out potential algae bloom.• Additional Council resource required to oversee the management of the pond.• Resource consent could become complex.• The pond is susceptible to flood inundation and climate change.• The asset life for Centennial pump station will be reduced due to increase in salt water entering the pump station.• Risk of a toxic algae bloom when operating at a higher dosing rate (there were no issues at a low dosing rate during the trial).• Not supported by officers.	
Financial	Capex Cost – \$1.89M to \$2.37M	

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	<ul style="list-style-type: none"> A 20% to 50% cost contingency range has been applied due to low confidence in the estimate. <p>Opex Cost</p> <ul style="list-style-type: none"> Depreciation - \$60k p.a. over 40 years O&M Cost - \$155k p.a. Total Opex - \$215k p.a. 		
Programme/Budget Phasing	Year	Stage	
	19/20	Preliminary Design	
	20/21	Detail Design	
	21/22	Consent/Detail Design	
	22/23	Construction	
Option 6: Do minimum			
Advantages	<ul style="list-style-type: none"> A feature within Tahunanui remains. The treatment of stormwater remains the same. 		
Risks and Disadvantages	<ul style="list-style-type: none"> Cannot be used for model boats and recreational purposes due to the ruppia weed. Algae will continue to grow and will only be removed once it's a visual nuisance. Not supported by officers, Working Party and Modellers Society. 		
Financial	<p>Opex Cost</p> <ul style="list-style-type: none"> \$45,000 p.a. 		
Programme/Budget Phasing	N/A		

9.2 For options 1 to 5, it is important to note that regular algae removal, similar to option 6, will need to be carried out until these options are constructed.

9.3 A design life of 40 years has been assumed for all options due to anticipated effects from sea level rise and climate change. In 2060, it is anticipated that this area is at risk of being inundated following a spring tide.

9.4 A financial summary of the options is detailed below.

Option	CAPEX	OPEX*	NPV***
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1 - Return to estuarine environment.	\$0	\$1.88M to \$2.35M** \$26k p.a.	\$2.11M to \$2.58M
2 - Full upgrade of the pond.	\$2.37M	\$120k p.a.	\$2.89M
3 - Fill the majority of the pond and convert the area into a shared community space, including a new model boat pond.	\$3.39M to \$4.24M	\$170k p.a.	\$3.95M to \$4.80M
4 - Fill the majority of pond and re-landscape the new area with grass.	\$2.29M to \$2.86M	\$100k p.a.	\$2.55M to \$3.12M
5 - Continue with the use of Diatomix and incorporate a new ruppia weed management system.	\$1.89M to \$2.37M	\$215k p.a.	\$3.23M to \$3.70M
6 – Do minimum	Nil	\$45,000 p.a.	\$434,000

*based on 40 year design life

** Anticipated design, consent and construction would be opex funded.

*** Based on 10 years.

10. Officer's feedback on Options

- 10.1 Option 3, a shared community space with a model boat pond, satisfies the two main functions of the pond, providing a facility for model boats and the management of stormwater. Officers believe this option has the potential to enhance the surrounding area and provides greater benefit to the wider community. As this option is only at concept stage, the confidence with the estimate is low and the price range is significant (from \$3.39M to \$4.24M). To compare this option directly against Option 2 (Full upgrade) which has been completed to detail design could be considered misleading as the confidence in the costing is greater (\$2.37M).
- 10.2 Option 4, as per Option 3 but without the model boat pond. This option provides the opportunity for a new shared facility to be considered in the future as well as the management of stormwater. Furthermore, the Modellers Society has the ability to extend their rail tracks into this newly formed area. This option doesn't necessarily preclude the Modellers Society from constructing a small model boat pond in the future. This option is one of the cheapest options based on whole of life costs and should not necessarily be discounted and warrants further investigation.
- 10.3 Officers' preference is pursuing Options 3 and 4 and recommend that these two options are moved into preliminary design where an

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understanding on costs, risk, stormwater treatment and effects from climate change can be better quantified. Once these aspects are understood, a direct comparison against Option 2 can be made. Officers will also engage NIWA to undertake a peer review of Option 2 with regards to its effectiveness in managing algae and weeds.

- 10.4 Prior to undertaking preliminary design, officers will consult with iwi on the project to identify any other option(s) that iwi consider should be investigated to preliminary design stage.
- 10.5 Officers would then report back on the results of the iwi consultation and preliminary design work to seek authorisation to start a public consultation process.
- 10.6 To proceed with preliminary design, an additional operational expenditure budget of \$160,000 is required. This cost does not allow for detail design.
- 10.7 Officers propose that the future comparison between these options be a matter for the Sports and Recreation Committee to consider going forward rather than the Works and Infrastructure Committee as the primary purpose of the pond is for public use, not the treatment of stormwater. Options 1, 3 and 4 demonstrate that a pond is not necessarily required for the management of stormwater.
- 10.8 Officers do not support Option 1, Return to estuarine environment as this option exposes the surrounding area to greater risk from tidal surges and effects from climate change. There are also issues surrounding the exposure of contaminated material into the estuary and increase in storm debris. Furthermore, the funding structure for this option is anticipated to be opex, as no new asset is created. Officers do however see merit in some aspects of an estuarine environment that could be considered as part of stormwater treatment facility for Options 3 and 4.
- 10.9 Officers do not support Option 2, Full upgrade of the pond. Other recreation facilities proposed for future investigation on Tahuna Beach Reserve, including surf lifesaving, would appear to support greater numbers of participants and are a higher priority for youth. The potential number of users of the pond is uncertain.
- 10.10 Officers do not support Option 5, the continuation of Diatomix. Due to the complexities associated with the Modellers Pond, no scientific guarantee of success and the likely impact on staff resources, officers believe it is not a viable solution in the long term and should not be considered any further.
- 10.11 Officers do not support Option 6, do minimum, as this is nothing more than a temporary solution until a permanent solution is put into place. This option still renders the pond unusable for model boats as the issue with ruppia weed is not addressed. Algae will continue to grow and is only removed when it is a visual nuisance. This option does not represent value for money in the long term.

11. Working Party feedback on Options

- 11.1 The Working Party support Option 2, full upgrade. This is their preferred option and their second choice is Option 3. The Working Party have confirmed that they do not support Option 4.

12. Modellers Society feedback on Options

- 12.1 The Modellers Society support Option 2, full upgrade. This is their preferred option and their second choice is Option 3. The society have confirmed that they do not support Option 4 as it leaves the club without a pond to support its members, as per their constitution. A letter confirming their feedback on the options is shown in Attachment 4.

13. Conclusion

- 13.1 A three month trial commenced at the pond on 20 August 2018, to try and improve the water quality and amenity of the pond. This trial was extended for a further five months finishing at the end of April 2019. There were signs of improvement, but algae has continued to grow and NIWA has concluded that other factors including algae removal and increased salinity could have reduced the accumulation of algae in the pond. Moreover, without accurate measurement of the nitrogen load on the pond it was not possible to confirm the efficacy of Diatomix.
- 13.2 Officers' preference is to proceed into preliminary design with options 3, 4 and any option iwi consider appropriate, where an understanding on costs, risk, stormwater treatment and effects from climate change can be better quantified.
- 13.3 The Working Parties preference is Option 2, full upgrade.
- 13.4 The Modellers Society preference is Option 2, full upgrade.

Author: David Light, Manager Utilities

Attachments

- Attachment 1: A2223677 NIWA Report [↓](#)
- Attachment 2: A2223678 Letter from AlgaEnviro [↓](#)
- Attachment 3: A2223679 Visual Summary of Options [↓](#)
- Attachment 4: A2230776 Feedback from Modellers Society [↓](#)

Important considerations for decision making
<p>1. Fit with Purpose of Local Government</p> <p>The decision required by this report involves Council balancing affordability with the need for good quality local infrastructure and deciding what is the most cost effective approach.</p>
<p>2. Consistency with Community Outcomes and Council Policy</p> <p>Our Community Outcomes state - "Our communities should have access to a range of social, educational and recreational facilities and activities".</p>
<p>3. Risk</p> <p>The recommended approach minimises risk to the Council, as it provides an opportunity to further investigate options and quantify risks prior to proceeding.</p>
<p>4. Financial impact</p> <p>No capital expenditure is allocated for the upgrade of Modellers Pond in 2019/20. Any new budget will be unbudgeted and unprogrammed expenditure. An operational budget of \$45,000 is allocated for ongoing maintenance of the pond.</p>
<p>5. Degree of significance and level of engagement</p> <p>This matter is of low significance for the wider community but of high significance for the users of the pond. A Working Party has been established, and this includes representatives from the Modellers Society and the Tahunanui Business Association.</p> <p>Officers see merit with consulting with the community with regards to the preferred options.</p>
<p>6. Inclusion of Māori in the decision making process</p> <p>No engagement with Māori has been undertaken in preparing this report.</p>
<p>7. Delegations</p> <p>The Council has the powers to approve additional funding.</p> <ul style="list-style-type: none"> • <i>Council has powers to approve additional funding.</i>



Review of the Diatomix trial in the Tahunanui Modellers Pond

Prepared for Nelson City Council

June 2019

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1 Brief

NIWA was contracted by Nelson City Council to provide an independent assessment of the results of a trial in which the product Diatomix was added to the Tahunanui Modellers Pond as a potential means of controlling the nuisance growth of filamentous algae. This included a site visit and review of the monitoring data.

2 Background

The Modellers Pond (Figure 1) was initially constructed over 80 years ago and is the focal area for the Nelson Society of Modellers Inc. for sail and powered model boats with model trains around the perimeter.

The pond has an oval shape, an area of 0.83 ha, and variable water depth that typically ranges from 0.4 m to 1.3 m. Pond water depth and water quality vary widely within timescales of less than a day and depend on multiple variables including: pumped stormwater and high tide seawater inflows, groundwater infiltration or exfiltration, and rainfall or evaporation.



Figure 1: Aerial photograph of the Tahunanui Modellers Pond

Pumped Stormwater Inflow

Since 1998, the pond has been used to store/treat stormwater before ultimate discharge to the estuary. This stormwater is pumped from the Centennial Park pump station at times of heavy rainfall but also at high tide (which would contain seawater).

Tidal Seawater Inflow

Once or twice a month during high spring tides (at a tidal level >4.3 m and depending on wind direction and barometric pressure) seawater can enter the pond over the outflow weir gate. As mentioned above, seawater can be pumped in from the Centennial Park pump station at high tide.

Groundwater Infiltration or Exfiltration

The pond is unlined with a sand/silt/gravel bottom so is subject to exfiltration (at rates as high as 11 mm/d) when groundwater levels are low, and to infiltration when the groundwater levels are high. During the Diatomix trial the infiltration was found to be much more significant than previously thought with areas of substantial infiltration of warm water discovered within the pond. Subsequent testing indicated that this infiltration also contained relatively high concentrations of nitrogen.

Rainfall or Evaporation

Seasonally and annually variable.

2.1 Weed and Filamentous Algae Growth and Control

If not managed, the pond becomes clogged by excessive growths of water weed and filamentous algae which detract from the aesthetics of the pond and entangle the model boats. In extreme cases decaying accumulated algal biomass can cause odour nuisance

Historically the weed and algae were adequately managed by the addition of copper sulphate (at a copper concentration of ~6.3 ppm after mixing within the entire pond). However, copper sulphate addition was stopped around 2000 as copper levels that exceeded ANZECC guideline values had built up in the pond sediment. The contaminated pond sediment (top 100 mm across the whole pond area) was removed in April 2010.

Subsequent control has included draining the pond and spraying the herbicide Glyphosate (Roundup®) onto the exposed weed and algae.

In November 2010 NIWA examined the biota in the pond and suggested several potential management options for the weed and filamentous algae problems (Wells et al. 2010). The filamentous algae included the genera *Cladophora*, *Ulothrix*, *Ulva* (syn. *Enteromorpha*) and *Spirogyra* which are all common algae that are well known for forming nuisance blooms.

The weed was the macrophyte (aquatic plant) *Ruppia megacarpa* which is a native (though not endemic) coastal species that is typical of brackish water or saline ponds and lagoons. It needs sediment to grow in and from which it obtains most nutrients (rather than from the pond water).

2.2 Diatomix Mode of Action

Diatomix was developed by Dr Simon Tannock and sold through his company AlgaEnviro Ltd. Diatomix is purported to encourage the growth of diatoms which then limit the nutrients available for the growth of other algae.

Diatomix is a nano-silica micronutrient mixture. It consists of gel floccs (100-900 nm) of amorphous nano-scale silica (5- 20 nm in diameter) to which 10 micronutrients that may limit the growth of algae diatoms are adsorbed. These 10 micronutrients include: Iron (Fe), and smaller quantities of Manganese (Mn), Zinc (Zn), Cobalt (Co), Copper (Cu), Potassium (K), Boron (B), Molybdenum (Mo), Calcium (Ca), and Magnesium (Mg).

AlgaEnviro state that “since only diatoms are able to take up the silica, the micronutrients in Diatomix are only available to diatoms. If micronutrients were limiting diatom growth in the waterbody, addition of Diatomix should result in an increase in the diatom concentration. If the growth of other algae or plants in the waterbody are limited by the same micronutrients, or the diatoms have a faster growth rate, then Diatomix addition and subsequent diatom growth could cause further limitation of the other algae and plants either by reducing the availability of macronutrients (dissolved N and P) or by reducing light availability”.

AlgaEnviro also state that “a diatom bloom is more beneficial to pond ecology than a bloom of green or particularly blue-green algae as diatoms are often a preferred food for zooplankton. Therefore, the assimilated nutrients are moved up the food chain, or since diatoms sink when they die, they do not produce surface scums that cause odour and reduce light penetration like blue-green algae”.

The dose of Diatomix is based on the mass of nitrogen and phosphorus in the waterbody and inflow waters.

3 The Diatomix Trial

A Working Party (including Tahunanui Modelling Society, Tahunanui Business Association and two Councillors from Nelson City Council) was established by Council and agreed to trial the use of Diatomix to control the growth of filamentous algae.

A resource consent for the application of Diatomix to the pond was applied for and granted. The resource consent included monitoring of water quality and planktonic algae at designated sites within the pond and in the estuary to which the pond can discharge. The monitoring programme was required to first establish, and then adjust, the dose of Diatomix. Based on an assumed maximum weekly nitrogen load. The resource consent stipulated a maximum weekly dose of Diatomix of 1.5 litres per week.

Base-line testing was carried out 18th August 2018. Supporting equipment was installed including a dosing pump, a pump to induce circulation, and latterly pond mixers to help disperse the Diatomix throughout the pond and improve circulation.

4 Analysis of Trial Operation and Monitoring Data

The trial commenced on 20th August 2018 and was initially set to run over 3-months until the end of November 2018. In December 2018 the Council agreed to extend the trial for a further 5 months until the 6th May 2019. Monitoring of the pond then was continued for five more weeks (after Diatomix dosing had stopped) until 7th June.

4.1 Photographic Record

The monitoring site photographs provide a useful record of the extent and changes in the filamentous algae biomass within the pond over the duration of the Diatomix trial.

Major operational changes and monitoring results are summarized on the following Timeline.

Table 1: Timeline of Operation Issues during Diatomix Trial

Date	Event	Notes
1/18	Substantial clean-out of pond in anticipation of model boat convention	
30/7-3/8/18	Pond given a light clean out (raked) prior to start of the trial	The pond was not cleaned out prior to algal nuisance occurrence in previous years. This initial removal of biomass in the middle of winter before the trial started could have substantially delayed growth and accumulation to nuisance levels compared to previous years
20/08/2018	Trial Started: Diatomix dose 145 ml/d	
10/09/2018	Algae visible on pond bottom at Sites 7 and 8 (Photos)	
17/09/2018	Diatomix dose increased to 175 ml/d	Increased based on higher than estimated nitrogen load due to the Hotspot infiltration and stormwater.
24/09/2018	Diatomix dose increased to 212.5 ml/d	Increased to maximum allowable under resource consent based on higher than estimated nitrogen load due to the Hotspot infiltration and stormwater.
26/09/2018	Algae visible on pond bottom at all Sites (Photos)	Monitoring notes
23/10/2018	Algae visible at pond surface at Sites 5-9 (following labour day weekend) (Photos)	Surface algae noted by Council
25/10/2018	Electrical fault - No Diatomix dose for one day (i.e. 212.5 ml) (Pers. Comm. John Gilbertson)	
30/10/2018	Rainfall event flooded pond, there was a high stormwater pumped flow from Centennial pump station.	
5/11/2018	Algae now visible at pond surface at Site 3 (Photos) Working group start cleaning out the pond	Monitoring notes: found surface algae on 2/11
9/11/2018	Visible surface algae across whole pond (Photos)	
16/11/2018	Surface algae increasing across whole pond (Photos)	
23/11/2018	Further surface algae increase across whole pond (Photos) Petrol outboard motor mixer installed on pontoon at Site 9A	
26/11/2018	Less surface algae. Raining (Photos)	Algae may have sunk due to rainfall, and less visible in photos when overcast

Item 11: Tahunanui Modellers Pond Trial - Way Forward: Attachment 1

Date	Event	Notes
30/11/2018	End of first stage of trial	
3/12/2018	Surface algae increasing (Photos)	
5/12/2019	Algae Removal in a 7 m ³ suction truck	
10/12/2018	Surface algae increasing (Photos)	Monitoring notes; very weedy
11/12/2018	Petrol outboard motor mixer on pontoon at Site 9A upgraded with electric motor.	
17/12/2018	Algae Removal in a 7 m ³ suction truck	Monitoring notes; extremely weedy
19/12/2018	Surface algae increasing (Photos)	Monitoring notes; less green
21/12/2018	Surface algae mostly gone (Photos)	Relatively large rainfall event (See graph) Monitoring notes; less vigorous
24/12/2018	Surface algae back across the pond (Photos)	Must have just sunk on the 21 st
25/12/2018	Last notable rainfall event before the start of the drought – (9.4 ml)	
27/12/19	More algae across pond – little effect of rainfall on 25 th (Photos) Algae Removal 1.36 tonnes in a skip.	No noticeable effect of algae removal on the surface of pond Monitoring notes; algae dying
29/12/18	More algae across pond (Photos)	No noticeable effect of algae removal on 27 th on the surface of pond. Monitoring notes; 75% pond surface coverage dying
31/12/18		Monitoring notes; 50% pond surface coverage after manual clearance
5/01/18		Monitoring notes: large amount of weed cleared from pond
7/01/19	Algae looks less green, more grey and there was less on the pond surface (Photos)	Monitoring notes: algae harvesting continues
10/01/2019	Algae Removal 2.1 tonnes in a skip	
11/01/2019	Less surface algae (Photos)	Monitoring notes: pond surface clear of algae, water murky
16/01/2019	Even less algae, but greener (Photos)	Monitoring notes: pond bottom algae, water murky
27/01/2019	Outboard No.2 motor installed (J Gilbertson)	
30/01/2019		Monitoring notes: weed reappearing
5/02/2019	Algae looks grey and less at pond surface (Photos)	Monitoring notes: Algal mats reappearing. Water murky.
8/02/2019	1.5 tonnes of algae removed in a skip by working party (J Gilbertson)	
8/02/2019	No visible change following harvest (Photos)	

Item 11: Tahunanui Modellers Pond Trial - Way Forward: Attachment 1

Date	Event	Notes
20/02/2019		Monitoring notes: weed built up on bottom of pond
27/02/2019		Monitoring notes: increased surface weed
5/03/2019	Green algae increased on the pond surface over the last month (Photos)	Monitoring notes: large rafts of floating weed
7/03/2019	High rainfall (30.1 ml) (End of drought)	Monitoring notes: large amount of stormwater
8/03/2019	Water looks grey probably as a result of pumped stormwater (Photos)	
12/03/2019		Monitoring notes: pond topped up on high tide
19/03/2019	Surface algae increased further (Photos)	Monitoring notes: increased weed
29/03/2019	Algae decreased slightly (Photos)	Monitoring notes: weed reduced perhaps harvested?
2/04/2019		Monitoring notes: Column sampling started
5/04/2019	Algae increasing (Photos)	
23/04/2019		Monitoring notes: Stormwater pumped flow
25/04/2019	Algae increasing (Photos)	Monitoring notes: Ruppia was noted
6/05/2019	Diatomix dosing stopped	
17/05/2019	Algae increasing (Photos)	But a rapid increase was not observed following the cessation of Diatomix addition.
24/05/2019		Monitoring notes: algae increasing
30/05/2019		Monitoring notes: heavy rain flushed pond
7/06/2019	Pond monitoring (photography and water quality sampling) stopped	Monitoring notes: a little less floating weed

Photos – NIWA observation from photographic record

Monitoring notes - NCC monitoring notes

5 Discussion of Trial Operation and Monitoring Results

5.1 Diatomix Mode of Action

The mode of action of Diatomix is that it confers a competitive advantage to diatoms over other algae (which do not assimilate silica) by providing silica adsorbed micronutrients that are only available to diatoms. However, this addition of silica-bound micronutrients would only promote diatom growth if the pond water was actually limited by one or more of the 10 micronutrients in Diatomix. As the pond has multiple and variable water inputs (including storm water, ground water and seawater), there may not actually be any micronutrient limitation to diatom or other algal growth in the pond, at least for the majority of the time. All of the micronutrients contained within Diatomix, were found in the pond water both before and during the trial (Table 2).

Table 2: Micronutrient concentrations at sampling sites within the pond (mean values with ranges in brackets) (From Trial Proposal Report Table 4 (data collected 9th and 16th February, and 12th March 2018))

Parameter	Unit	Site 3	Site 4	Site 5
Micronutrients				
Cobalt	µg/L	<u>0.3</u>	0.4 (0.3-0.7)	0.4 (0.3-0.6)
Copper	µg/L	3.6 (2.9-4.3)	3.7 (3-5.4)	4.4 (3.4-5.5)
Iron	µg/L	6.7 (2-14)	3.7 (2-7)	3.3 (2-6)
Manganese	µg/L	2.4 (0.5-4.8)	3.3 (0.5-7.6)	1.6 (0.5-2.1)
Molybdenum	µg/L	11.4 (8.9-13.3)	7.2 (0.5-7.6)	7.3 (1.8-11.8)
Potassium	µg/L	250 (59-390)	243 (58-380)	243 (60-370)
Zinc	µg/L	6.7 (2-16)	7 (2-17)	8.7 (2-17)
Calcium	mg/L	256 (68-390)	252 (66-380)	256 (68-380)
Magnesium	mg/L	706 (157-1070)	695 (154-1050)	699 (158-1050)
Boron	mg/L	2.5 (0.62-3.9)	2.4 (0.64-3.7)	2.4 (0.64-3.7)

5.2 Diatomix Dose and Pond Nitrogen Load

The efficacy of Diatomix is based on providing sufficient silica adsorbed micronutrients (that are only available to diatoms) to give diatoms a competitive advantage over other algae. These diatoms will then consume all the available nitrogen in the water to further prevent the growth of other algae. Therefore, for Diatomix to work effectively, accurate measurement of the nitrogen load both within and entering the pond is required to calculate the necessary dose. Several factors prevented

accurate calculation of the pond nitrogen load during this trial and reduced the control of filamentous algae growth:

1. Higher measured nitrogen loads in the pumped stormwater flows than original testing indicated.
2. Once the trial had commenced the discovery of additional unquantified, possibly substantial nitrogen loading of the pond through the infiltration of warm, nutrient-rich water into the pond through "Hotspots" (elevated nitrogen concentration confirmed by sampling on 2/08/18).
3. Peak nitrogen loads to the pond were not matched by increasing the Diatomix dose as the maximum Diatomix dose was limited to 1.5 L/week by the current resource consent.

5.3 Significantly higher algae removal than previous years.

Algae removal reduced the standing algae biomass in the pond which would have substantially reduced future algae production. The combination of the initial cleaning out of the pond prior to the trial commencing, the trial beginning in winter when algae would have had a low growth rate, and recurring algae removal (not all documented) during the trial once the algae began to establish (and impede mixing of the pond) would all have caused a major reduction in the biomass that accumulated in the pond compared to previous years, when algal removal was less frequent and only occurred once nuisance levels were reached. Like all populations algal growth is exponential, with initially little observable change in biomass even though it is doubling with each time interval, which eventually leads to an apparently sudden increase in biomass in each time interval.

5.4 Salinity

Elevated summertime salinity could also have contributed to the decline in the filamentous algae biomass within the pond as the pond salinity may have increased above the salinity tolerance of the filamentous algae. The pond salinity was highest during January and February around the time when die-off of the filamentous algae was observed (Figure 1). The filamentous algae biomass substantially increased following the major rainfall event in March, which reduced the salinity of the pond. However, since the salinity of the pond still remained relatively high other variables may have had more effect on algal growth than salinity.

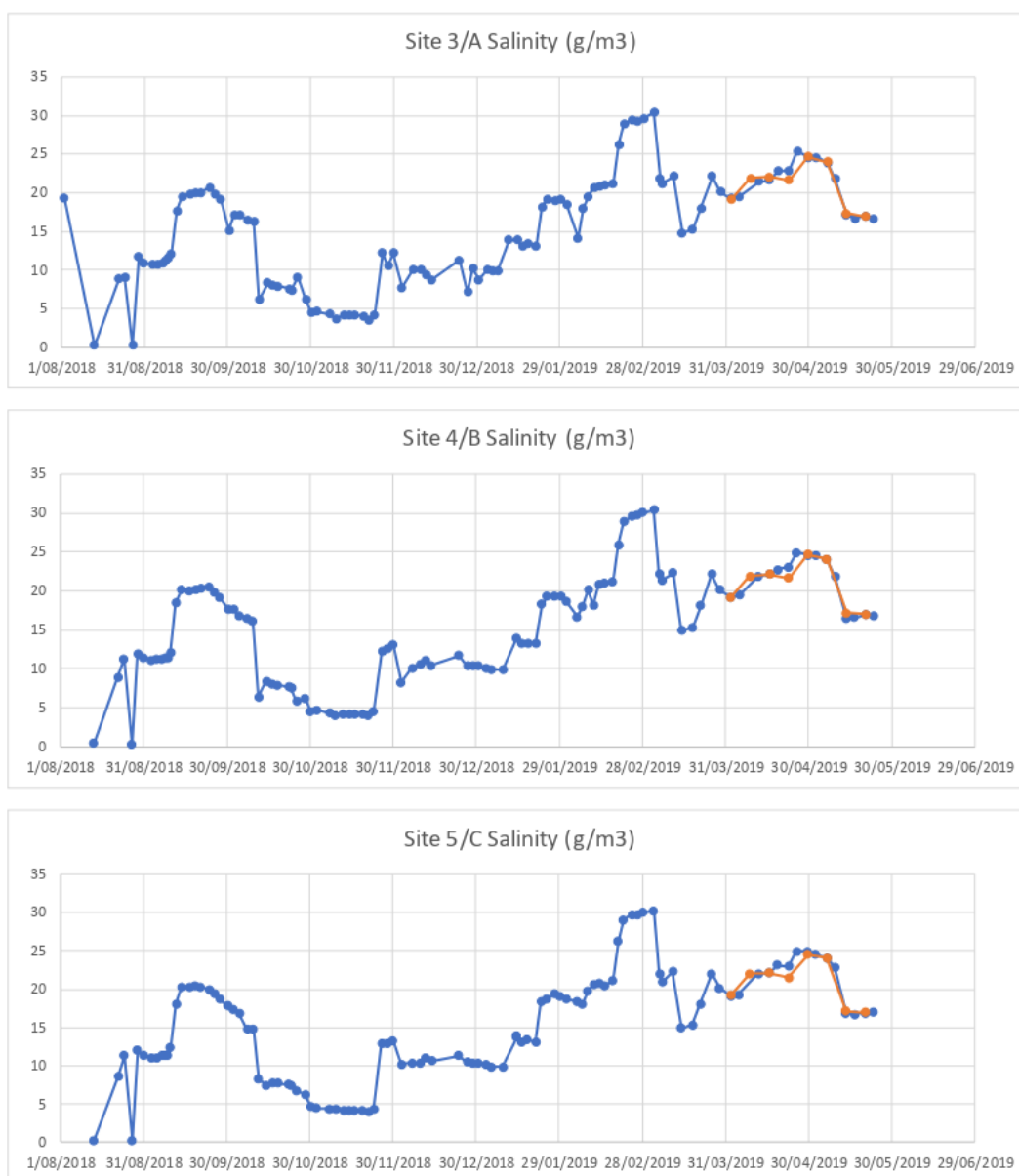


Figure 1: Pond Salinity during the Diatomix trial measured at Sites 3, 4 and 5 (Grab, Blue) and Site A, B and C (Composit, Brown)

5.5 Pond Mixing

The mixing that was added to the pond to promote dispersal of the Diatomix throughout the pond could have affected filamentous algal growth by dislodging attached filaments from areas where they may have previously preferentially grown.

The similarity between the salinity measured at Sites 1,2, 3 over the course of the trial and between the grab and column water samples from the adjacent pond monitoring sites confirmed the pond was in general well mixed when the outboard mixing was operating even with the algae biomass accumulation that occurred within the pond.

5.6 Increased Diatom Dominance

Since Diatomix should have promoted the growth of diatoms within the pond, evidence of its efficacy might have been indicated by an increase in pond diatom biomass. However, there was an absence of increased diatom biomass either within the pond water column or on the pond sediment surface at sites close to the point of Diatomix addition (Site 3) compared to sites further away (Sites 4 and 5) (Figures 2 and 3). There was also no discernible pattern of higher diatom biomass compared to other types of algae throughout the trial or any reduction following the cessation of Diatomix addition.

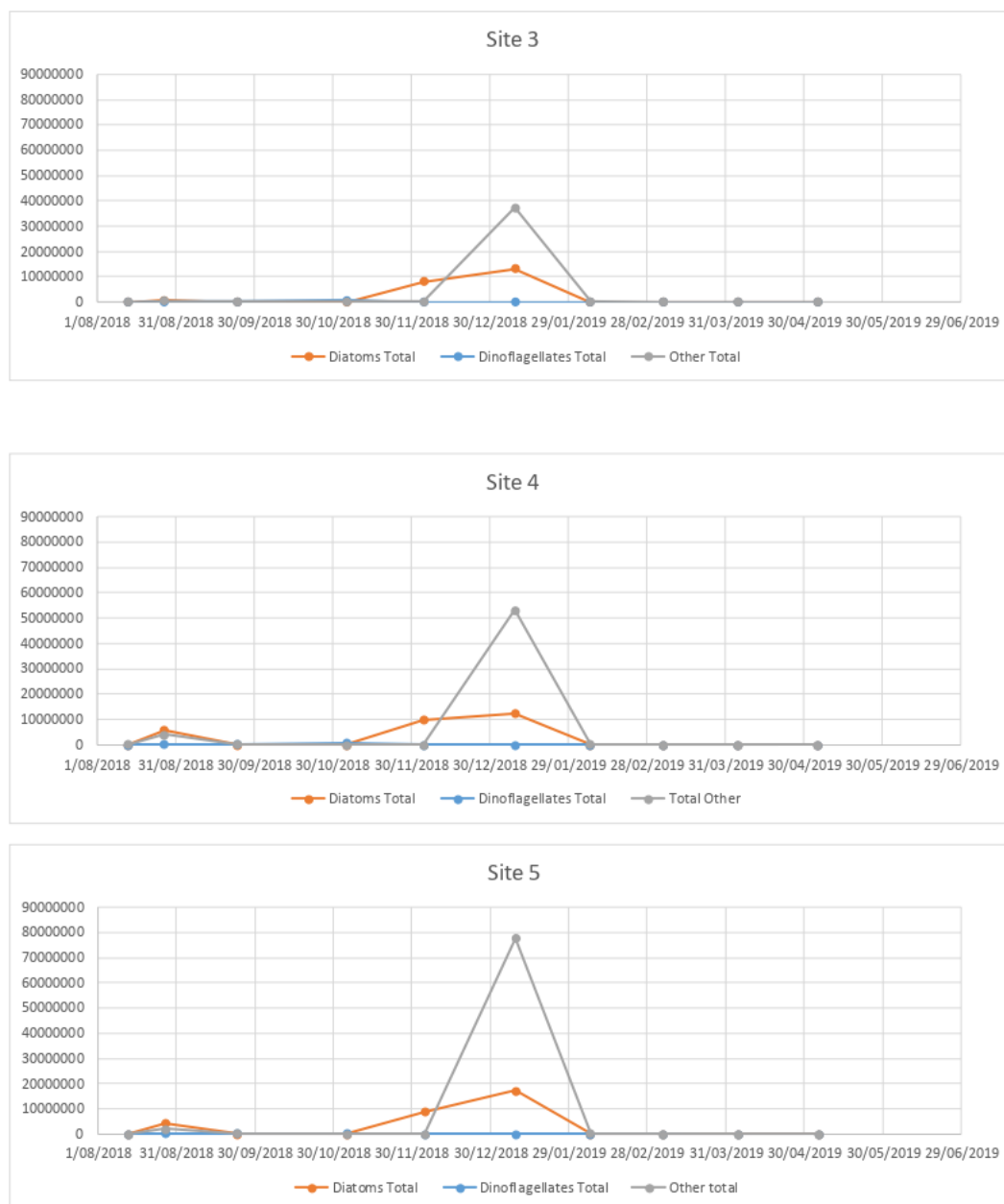


Figure 2: Cell numbers of diatoms (brown), dinoflagellates (blue) and other algae (grey) measured in water samples at Sites 3, 4, and 5 over the duration of the trial.

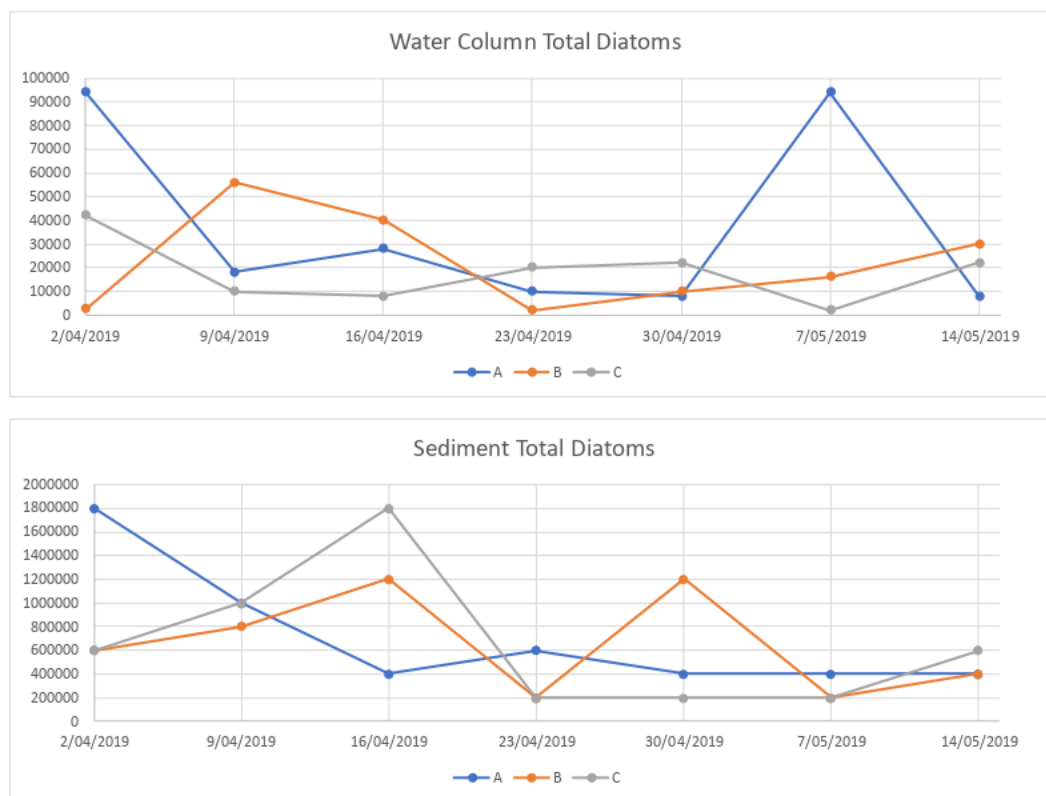


Figure 3: Cell numbers of diatoms measured in water column and sediment samples at Sites A, B, and C during the latter part of the trial.

6 Conclusions

Conclusive assessments are difficult to make without a control, and particularly when little baseline (pre-trial) data was taken to understand seasonal variability over a year.

There were also too many variables involved in the Diatomix trial to be able to firmly conclude if its addition to the pond was mainly responsible for the reduced nuisance level of filamentous algae population that occurred in the pond this year compared to previous years.

On one hand it could be argued that the algae removal both before and during the trial, in combination with other possible limiting factors such as salinity can explain the reduced algal biomass nuisance compared to previous years.

On the other hand, it could be argued that the true efficacy of Diatomix was not tested as it was not able to be dosed into the pond at the appropriate level due to insufficient data on actual pond nitrogen loading to base the dose on, and inability to increase the dose level used in the trial above the maximum stated in the trial resource consent.

However, on balance, it is surprising that there was no measured increase in the proportion of diatoms within the pond during the trial, particularly at sites closest to where the Diatomix was added which would have been expected.

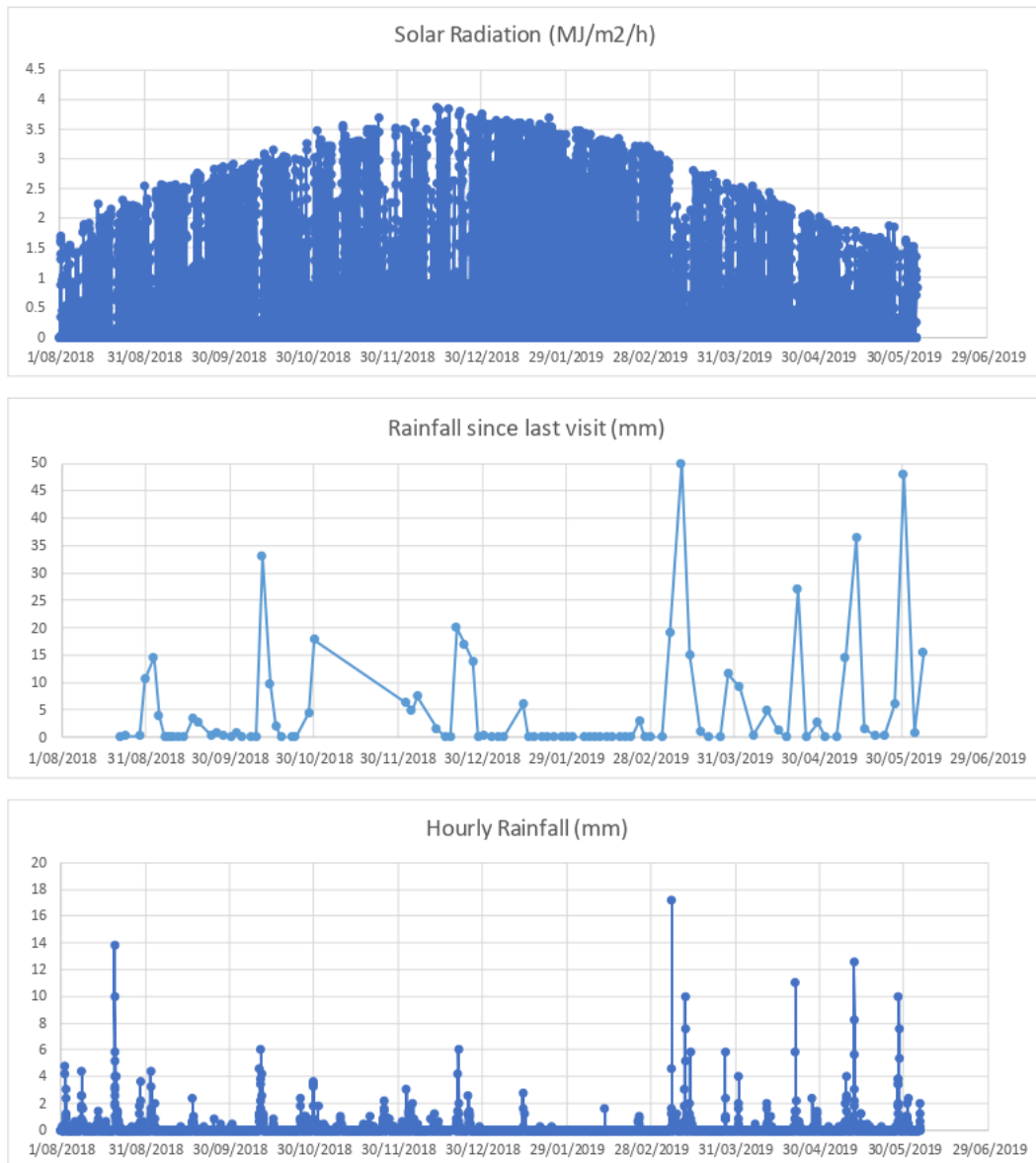
7 References

Wells, R.D.S., Champion, P., Depree, C. (2010) Management options for Modellers Pond, Tahunanui, Nelson. NIWA Client Report: Ham2011-001. NIWA project: ELF11216.

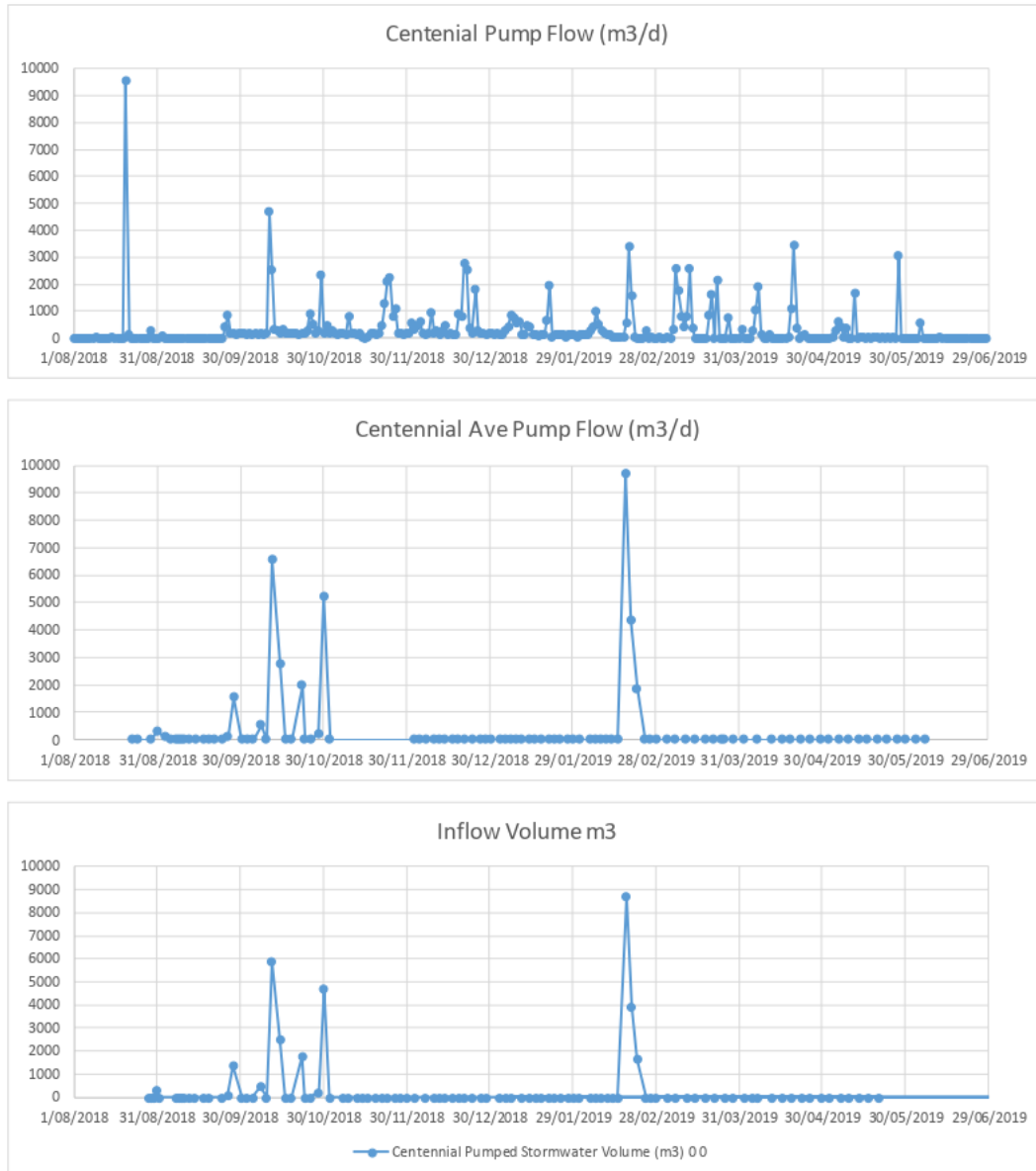
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Appendix A

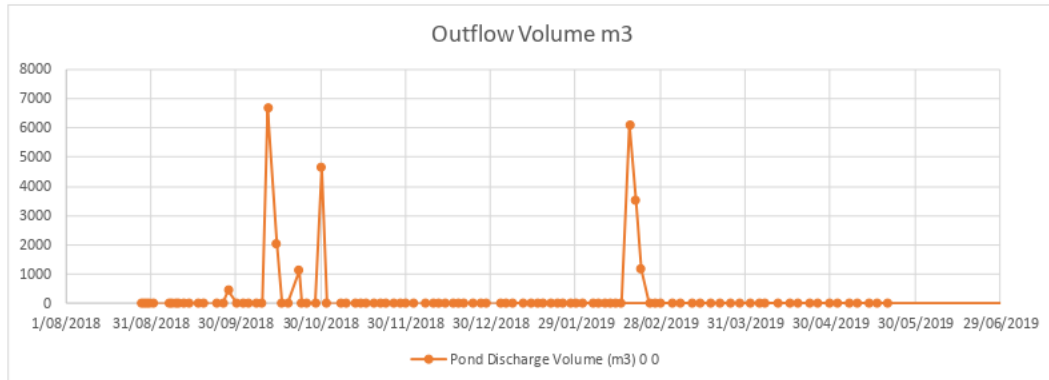
Climate data



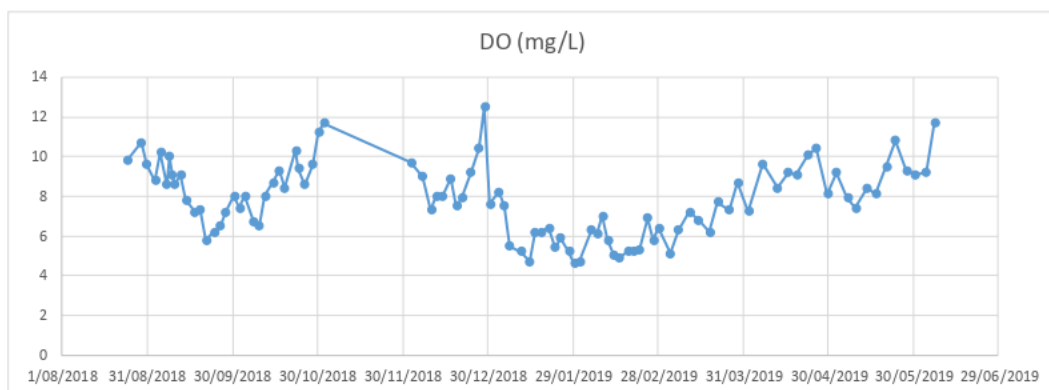
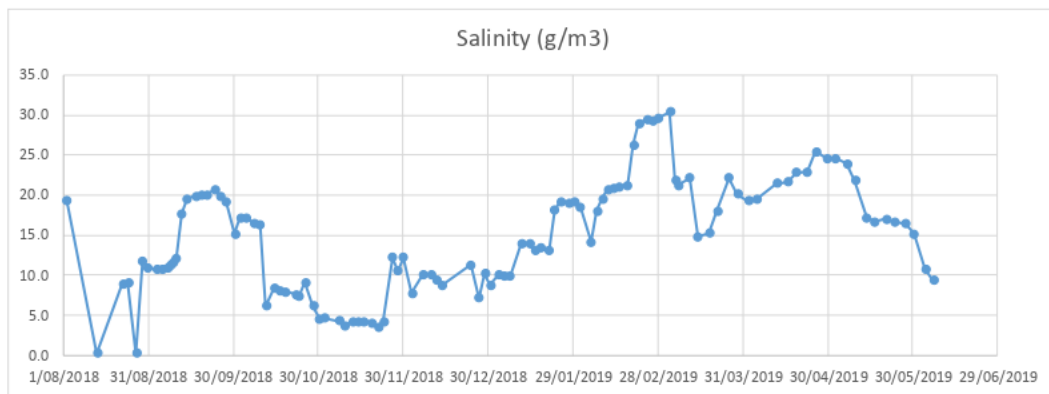
Pumped Stormwater Inflow

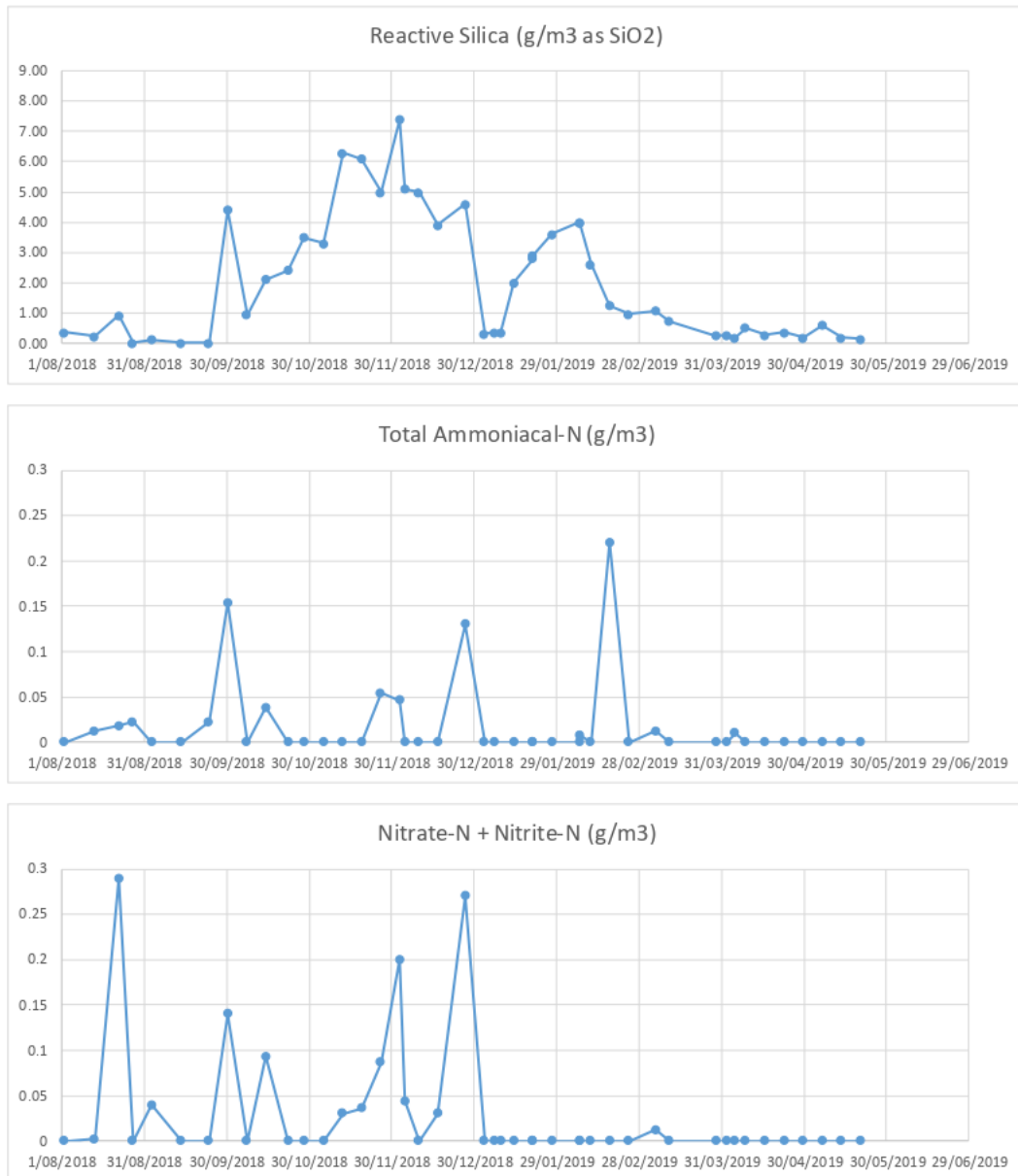


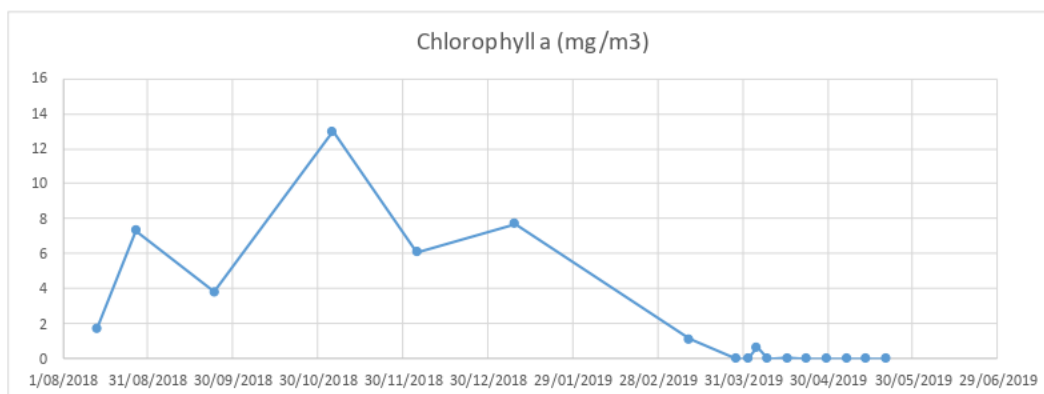
Calculated Pond Outflow



Site 3 Data









24th June, 2019

To the Nelson City Council,

Re: The Tahunanui Stormwater Pond

Following the end of the trial at the Tahunanui Stormwater Pond, also referred to as the Modeller's Pond, the results have been sub-standard in comparison to other sites treated with Diatomix. AlgaEnviro has previously outlined its position on why the results are different to others. In brief these reasons are:

- Because of the shape and depth of the pond there is limited/poor circulation. Despite my recommendations regarding the need for circulation, no circulation was budgeted for, and the donated pump that was used was undersized.
- When the Resource Consent was set for the dosing limit, there was limited data available on the site. Later, it was identified that nitrogen rich groundwater is upwelling from the pond base (this is a major nutrient source to the pond). This consistent, extra nutrient addition increased the dosage required, and therefore trial was hampered by under-dosing, due to the limitations of the Resource Consent.
- As well as the need for an increased dosage to address groundwater, the data made available during the trial, relating to nitrogen addition during stormwater events, demonstrated the need for short-term increases of dosage for the one to four weeks after a major rain event to balance the extra nutrient addition from these events.

Despite these limitations, the trial was successful because there were long periods of low filamentous algae growth. The historical photographs and anecdotal evidence from the Modeller's Club show that the pond would get choked with weed throughout the year, despite regular attempts at weed removal. The results from this trial, where the pond was under-dosed, demonstrates that with correct and flexible dosing, Diatomix is a suitable solution to treat the filamentous algae issues that plague the pond throughout the year. By addressing the issues relating to pond depth, pond mixing and greater flexibility to alter the dosing volume, the long-term outcomes relating to filamentous algae control and improved water quality are exceptionally favourable.

AlgaEnviro wishes to advise Nelson City Council that we would be very pleased to continue working with Council on the Diatomix treatment of the pond. Discussions with David Light and the Modeller's Pond Working Group have been very open, professional and collegial and have ensured that the flow of information and discussions on pond treatment in regards to Diatomix have been constructive. We support all of our clients if and when they require information or assistance with their sites.

Yours sincerely,

Simon Tannock BSc (Biochem), MPhil (Biotech), PGDipHortSci (OenVit), PhD (EnvEng)

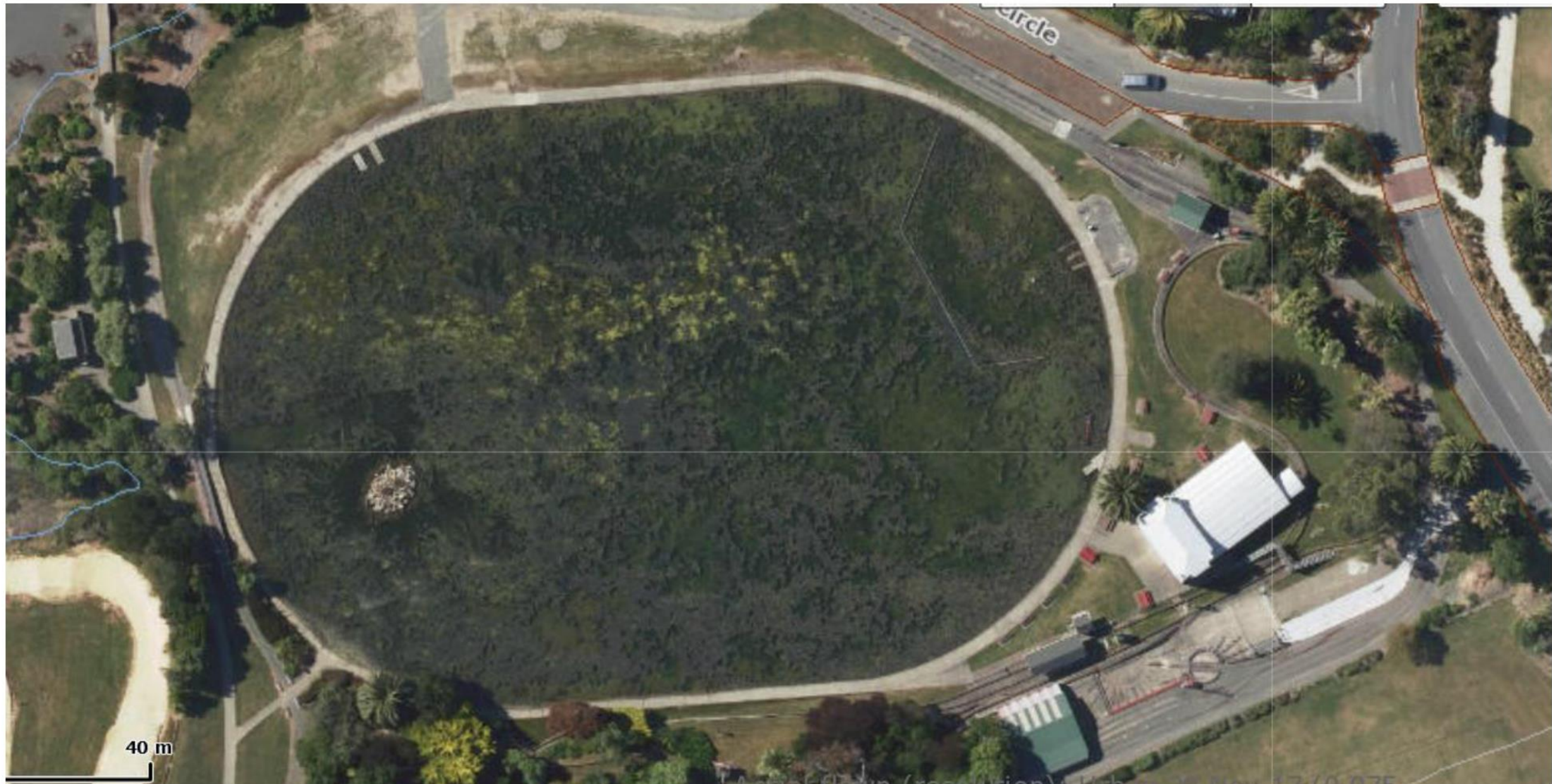
Director, AlgaEnviro Pty Ltd

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A2223678

Existing – Aerial Photo

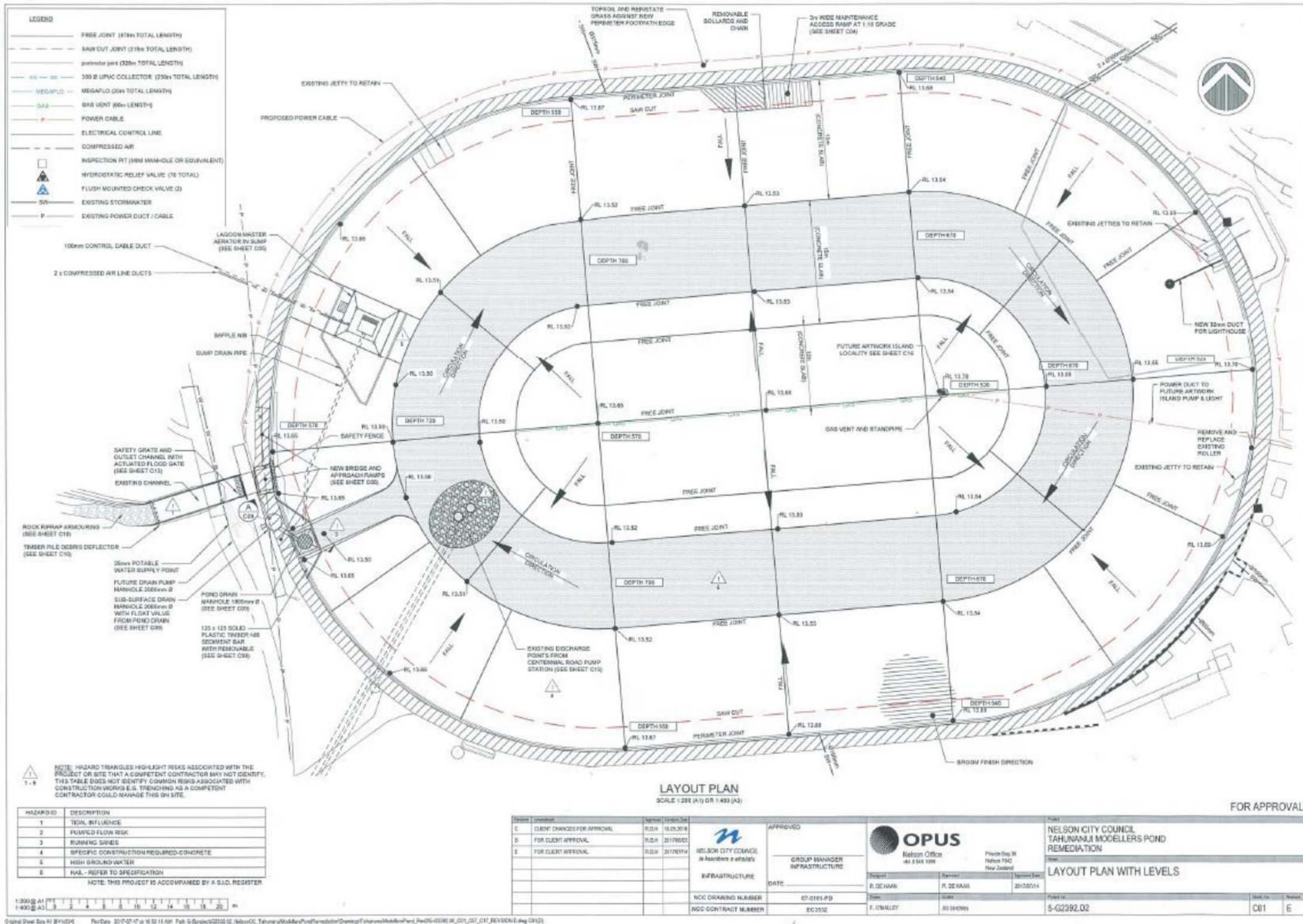


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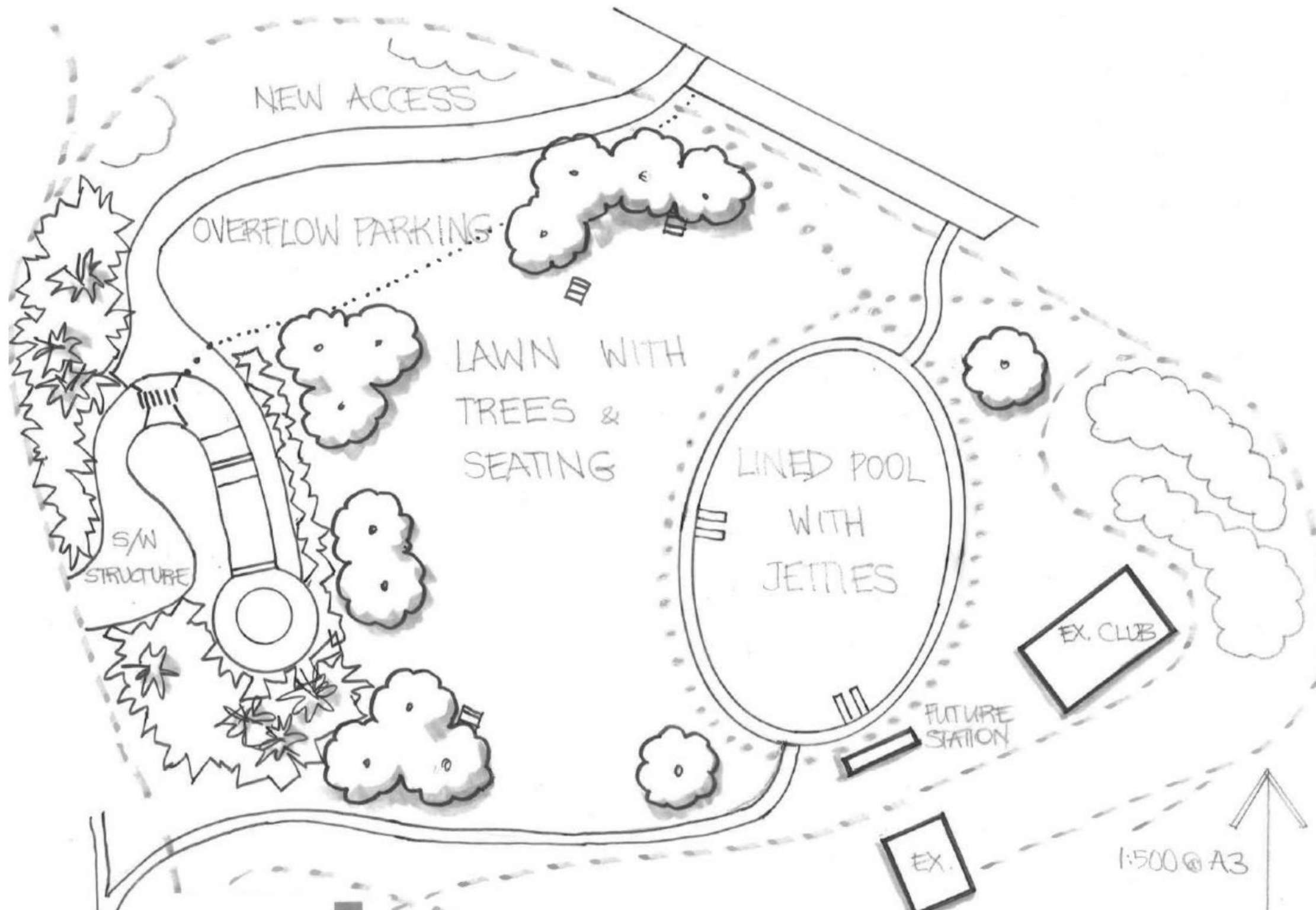
Option 1 – Return to estuarine



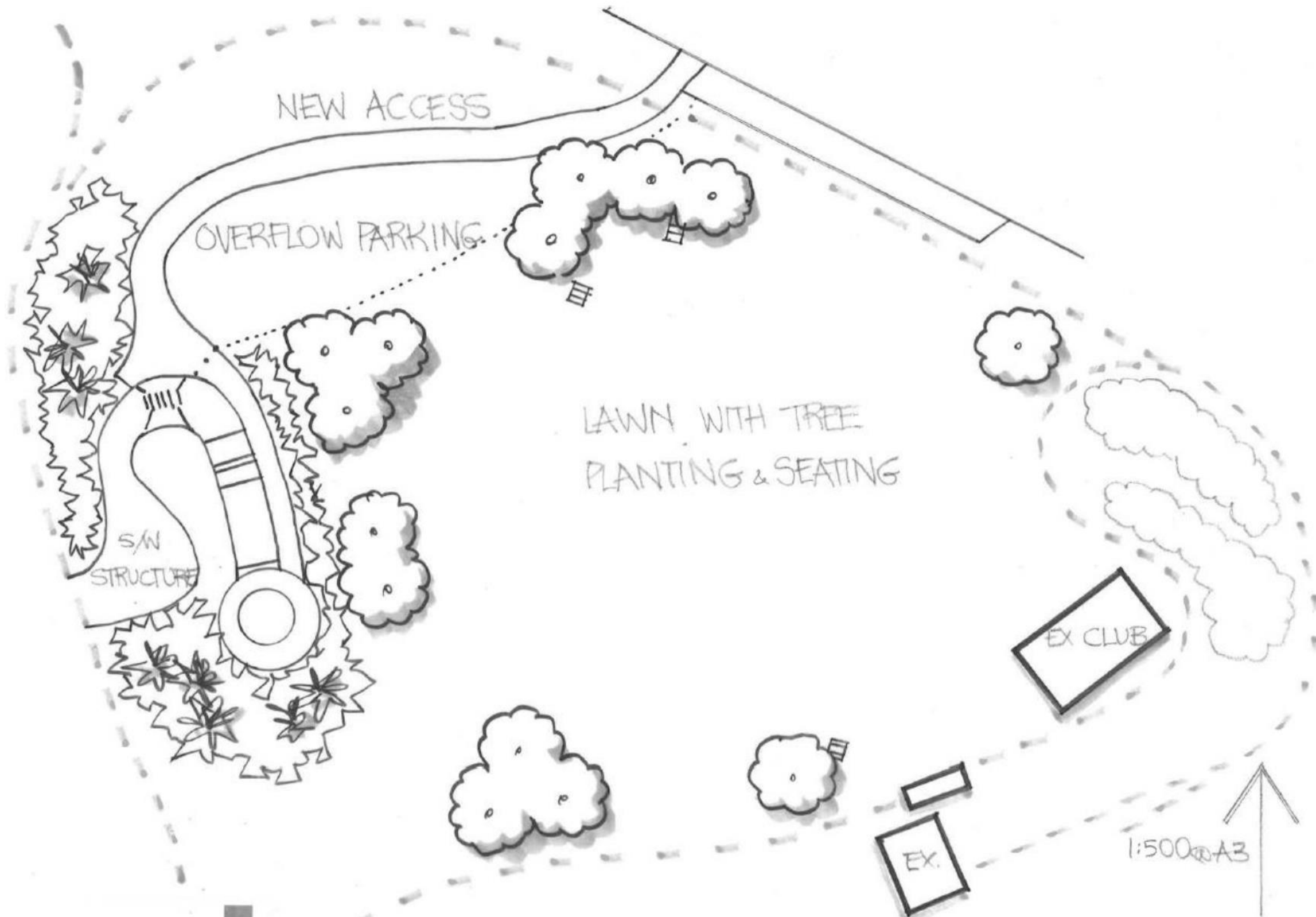
Option 2 – Full pond upgrade



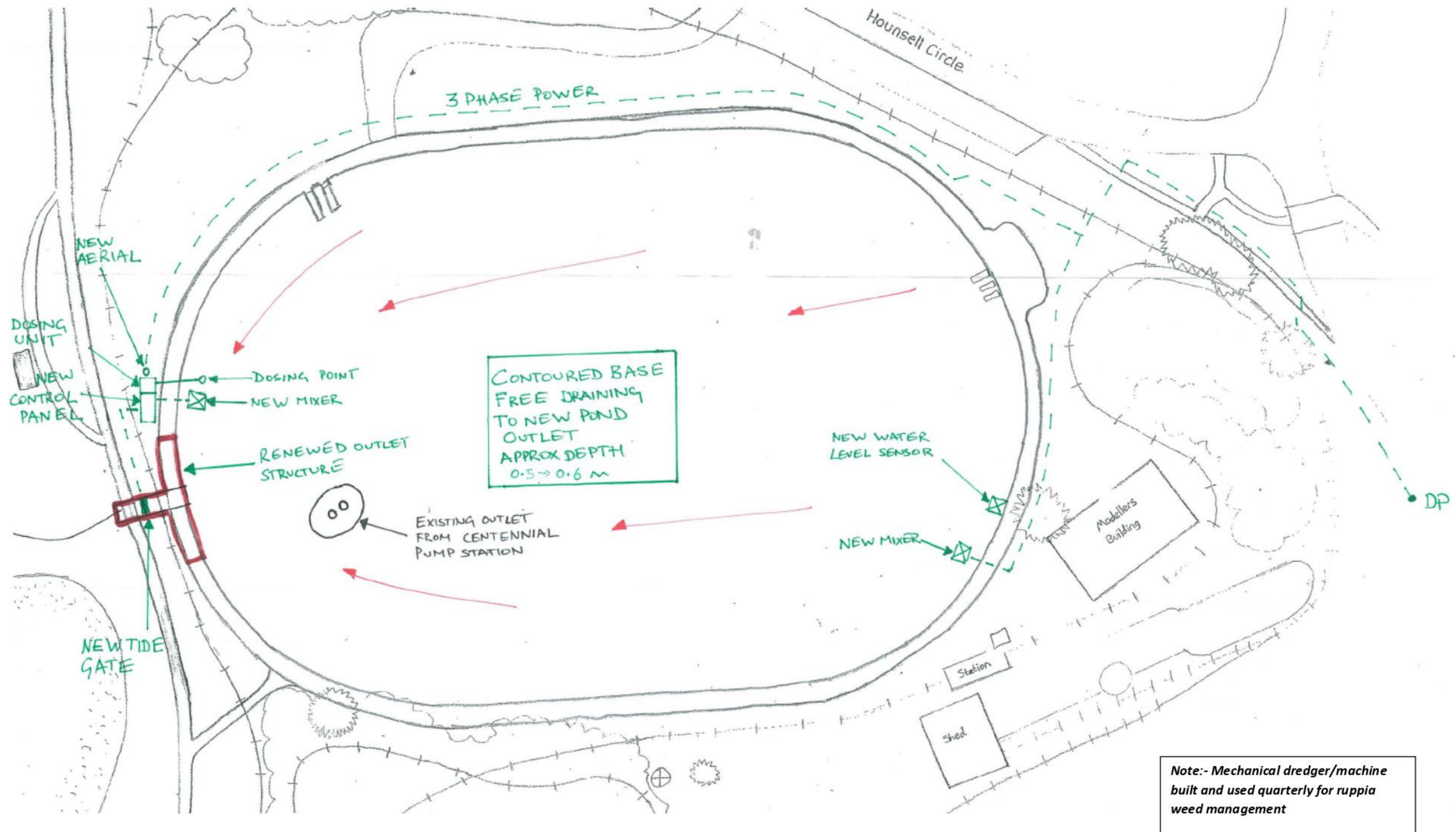
Option 3 – Fill the majority of the pond and convert the area into a shared community space, including a new model boat pond



Option 4 – Fill the majority of the pond and re-landscape the new area with grass



Option 5 – Continue with the use of Diatomix and incorporate a new ruppia weed management system





Nelson Society of Modellers Inc.

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Tahunanui Storm Water Detention Pond
(Formerly Known as the Modellers Pond.)

TO whom it may concern

I am writing on behalf of the Nelson Society of Modellers (NSM) in support of the upgrade options to be put before Nelson City Council in August 2019.

NSM supports option 2, which is full upgrade, concrete the base of the existing pond.

- This option has the quickest outcome as the consents are in place and plans are done.

- Some of the costs have already been spent.

- All the reports that Council have commissioned and paid for over the years have also said concrete the base.

- It also retains a lot of the work and input that the club and community have put into this facility over the years on behalf of the community.

If it is decided that the area is to be changed, NSM has as a second choice option 3, which is fill in majority of the area up to the level of our clubhouse to reduce inundation problems and create small boat pond (1000m²) i.e. 1/8 the current size.

Nelson Society of Modellers does not support option 4 as it leaves the club without a pond to support its members as per our constitution. If this is the case, we will have to consider our future in our current location.

For Nelson Society of Modellers
Nigel Gibbs

Past President and member of the Pond Working Party.

A2230776

REPORT R10360

Approval for Use of Saxton Field for Bay Dreams South 2020

1. Purpose of Report

- 1.1 To agree that the 2020 Bay Dreams South festival can utilise the football fields at Saxton Field for camping.
- 1.2 To prohibit the consumption and possession of alcohol at Saxton Field, excluding a licensed area, over the period for which camping will be provided.

2. Summary

- 2.1 Council has previously approved entering into negotiations and, if successful, executing a five year contract with Bay Dreams South Ltd (Bay Dreams) to host an annual music festival in Nelson. This report seeks consent to the temporary use of Saxton Field for camping and a temporary alcohol ban for Saxton Field for the event, following consultation with the Saxton Field committee.

3. Recommendation

That the Council

- 1. Receives the report Approval for Use of Saxton Field for Bay Dreams South 2020 (R10360) and its attachments (A2203993 and A2203994); and***
- 2. Notes that consultation with the Saxton Field Committee has taken place, and the Committee has expressed its support for camping to return to Saxton Field; and***
- 3. Consents to the temporary use of Saxton Field Reserve as a camping ground for up to 3,500 campers, associated with the Bay Dreams music event from 3 - 5 January 2020 under section 44(1) of the Reserves Act 1977; and***

- 4. Notes that the Chief Executive will grant exclusive use of Alliance Green and the football pitches of Saxton Field for the Bay Dreams South festival 2020 in accordance with section 53 of the Reserves Act 1977; and**
- 5. Agrees to impose a temporary ban on the consumption and possession of alcohol at Saxton Field between 07:00am on 3 January 2019 to 09:00pm on 5 January 2020 pursuant to clause 6.15 of the Urban Environments Bylaw 2015.**

4. Background

- 4.1 The Bay Dreams South festival in 2019 was a success and attracted 20,000 ticket holders during Nelson's peak tourist season into the Nelson Tasman region. The event utilised a range of locations administered by Nelson City Council and Bay Dreams is seeking to do so again in anticipation of returning to Nelson for 2020.
- 4.2 On 20 June 2019 Council received Report R10252 and consequently approved, inter alia, the Chief Executive (CE) entering into negotiations for a contract to bring the Bay Dreams music festival back to Nelson for a five year period. (Those negotiations are proceeding well.) It was noted that approval for up to 1,500 campers at Trafalgar Park would be sought from the Chief Executive. Regarding camping at Saxton Field, it was noted that a report would be brought back to Council for decision on this, and any other outstanding matters that required Council decision, once consultation with the Saxton Field Committee had taken place.
- 4.3 In relation to the use of Saxton Field for camping, the following decisions were taken by Council for the 2019 Bay Dreams South music festival. On 13 December 2018, Council resolved:

Delegates the powers conferred on Council as administering body of recreation reserves by section 53 of the Reserves Act 1977 to the Chief Executive.

Consents to the temporary use of Saxton Field Reserve as a camping ground associated with the Bay Dreams music event from 3 - 5 January 2019 under section 44(1) of the Reserves Act 1977.

Agrees to impose a temporary ban on the consumption and possession of alcohol at Saxton Field between 07:00am on 3 January 2019 to 09:00pm on 5 January 2019 pursuant to clause 6.15 of the Urban Environments Bylaw 2015.

- 4.4 Bay Dreams is seeking approval from Council as landowner to utilise the same areas at Saxton Field for the same purposes as last year, with a

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few changes for 2020 (see Attachments 1 and 2 for maps). Bay Dreams has a valid resource consent for up to 3,500 campers to stay on this site (valid until 2023).

- 4.5 On the advice of the Police, Officers also seek the temporary ban on the consumption and possession of alcohol at Saxton Field (excluding any licensed area within the campground) for the duration of the festival.
- 4.6 All approvals will be subject to a signed contract with Bay Dreams and their acquisition of any other necessary permits, consents and licenses.

5. Discussion

Use of Saxton Field Football Pitches for Camping

- 5.1 Council's consent for the use of tents at Saxton Field is required under section 44(1) of the Reserves Act. Under section 44, no person may use a tent on a reserve for temporary accommodation except with the consent of the Minister or under specified provisions of the Act. The Minister's consenting power has been delegated to the Council as the administering body of Saxton Field.
- 5.2 On 20 June 2019, Council resolved:

Directs the Chief Executive to seek feedback from the Saxton Field Committee on proposed camping at Saxton Field.
- 5.3 With the agreement of the Saxton Field Committee Chair, the Saxton Field Committee has been consulted via email due to tight timeframes. The Chair and Committee members are supportive of the campground returning to the same site as in 2019 with the same permitted capacity of 3,500 individuals, and the No.1 football field being protected from use. This is on the condition that alternative campgrounds in Nelson are also promoted by Bay Dreams. An earlier request from Bay Dreams to increase numbers at Saxton Field to 5,000 was not supported.
- 5.4 The Nelson Suburbs Football Club is supportive of the football fields being utilised for camping in the same manner as in 2019, with the No.1 football field being protected from use.
- 5.5 The Parks and Facilities Team for Nelson City Council and the Manager of Reserves and Facilities at Tasman District Council have been consulted and are supportive of the football fields being utilised for camping in the same manner as in 2019, with the No.1 football field being protected from use.
- 5.6 Alternative greenspace areas close to the current campground area have been considered, but bring the campers too close to the nearest residential boundary, making them unsuitable. Bay Dreams requested permission from Radio NZ to change the use of their aerial land from car parking, to camping, but this was not granted. This is due to concerns around driving metal tent pegs into their ground, which has earth cables radiating out from the central tower.

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- 5.7 Bay Dreams is also required to have approval for exclusive use of the football pitches and Alliance Green at Saxton Field in accordance with Section 53 of the Reserves Act 1977. This power has been delegated to the Chief Executive by Council (as noted in para 4.3 above). This request will be approved by the Chief Executive taking into account all relevant matters under the Reserves Act, including the purposes of the reserve and relevant provisions of the Saxton Field Reserve Management Plan (RMP), and the support of the Saxton Field Committee as outlined above.
- 5.8 It is noted that Saxton Field is a recreation reserve and one of the primary purposes of recreation reserves under the Reserves Act 1977 is to provide "*...areas for recreation and sporting activities and the physical welfare and enjoyment of the public, and for the protection of the natural environment and beauty of the countryside, with an emphasis on the retention of open spaces and on outdoor recreation activities, including recreation tracks in the countryside (section 17(1)).*
- 5.9 The Reserves Act requires that the public shall have freedom of entry and access to recreation reserves subject only to the specified powers of administering bodies under the Act and the restrictions considered necessary for the wellbeing of the reserve and the public using it (section 17(2)).
- 5.10 Officers consider that the proposed use of Saxton Field including the temporary use for camping aligns with the purposes of the reserve by supporting recreational activities and allowing public enjoyment of the reserve. The proposed use is also consistent with the vision and relevant objectives and policies of the RMP which include promoting and using Saxton Field as a venue for events and selected forms of entertainment and providing for permission for commercial activities including concerts and events. Provisions relating to circulation networks, transport and parking will be met by campers being required to park in designated areas adjacent to the campsite.
- 5.11 For clarity, it is noted that the landowner approvals under the Reserves Act discussed above are valid for the 2020 Bay Dreams South event only and will need to be sought again each year that the festival returns to Nelson. This will include consultation with the Saxton Field Committee.

Temporary Alcohol Ban

- 5.12 The Urban Environments Bylaw 2015 prohibits the consumption and possession of alcohol at Saxton Field from 9:00pm on any day to 7.00am on the following day. For the 2019 festival, Council agreed to impose a temporary alcohol ban on the consumption and possession of alcohol at Saxton Field between 07:00am on 3 January 2019 to 09:00pm on 5 January 2019, on the advice of the Police.
- 5.13 The alcohol ban worked well and empowered the Police to manage alcohol consumption beyond the licensed area of the Bay Dreams

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campground, thus reducing the potential for pre-loading or interactions between groups of tickets holders and non-ticket holders in the area.

- 5.14 The Police recommended during the debrief for the 2019 festival that the alcohol ban be repeated if the festival were to return to Saxton Field for future years. The requested prohibition will once again enable Police to respond to any alcohol related issues that may arise during the period 3 to 5 January 2020. Police powers of search, seizure and arrest will be extended over the entire camping period.
- 5.15 Clause 6.15 of the Urban Environments Bylaw 2015 allows Council to prohibit the consumption and possession of alcohol where it is appropriate for the safe and effective holding of a public event or gathering in a public place. The Council must publicly notify a resolution to this effect no less than 14 days before the event.
- 5.16 An application has been made by Bay Dreams to license the parts of Saxton Field where the campground will be hosted for possession and consumption of alcohol under the Sale of Alcohol Act 2012. If this area receives an alcohol licence, this area would be specifically excluded from the blanket alcohol prohibition for Saxton Field under clause 6.8 of the Urban Environments Bylaw 2015.
- 5.17 It is considered appropriate to support the request by the Police, taking into account that a specific area of Saxton Field may be licensed for alcohol consumption over this time. Tasman District Council supports this recommendation. There are no other events planned at Saxton Field from 3-5 January 2020 that would be affected by the prohibition

6. Options

Option 1: Approve the temporary use of the football pitches at Saxton Field for camping and the imposition of a temporary alcohol ban. (Recommended option)	
Advantages	<ul style="list-style-type: none">• Increases use of Saxton Field facilities• Utilises existing event templates and systems that we know work well• Allows all planning, consents and permits to be completed in a timely manner• Allows tickets to go on sale in a timely manner• Provides a safe, contained temporary camping location, reducing the burden on other campsites and helping to mitigate freedom camping

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	<ul style="list-style-type: none"> • Empowers the Police to manage alcohol consumption onsite during the festival • Reinforces a positive relationship between Council and Bay Dreams South • Acknowledges Bay Dreams' efforts to look after our assets in 2019
Risks and Disadvantages	<ul style="list-style-type: none"> • Weather is out of our control • Relationship with Saxton Field Committee and Nelson Suburbs Football Club could be weakened if damage occurs • There is potential to cause disturbance to nearby residents
Option 2: Approve the temporary use of the football pitches at Saxton Field for camping but do not approve the imposition of a temporary alcohol ban.	
Advantages	<ul style="list-style-type: none"> • Increases use of Saxton Field facilities • Utilises existing event templates and systems that we know work well • Allows all planning, consents and permits to be completed in a timely manner • Allows tickets to go on sale in a timely manner • Provides a safe, contained temporary camping location, reducing the burden on other campsites and helping to mitigate freedom camping • Reinforces a positive relationship between Council and Bay Dreams South • Acknowledges Bay Dreams South Ltd.'s efforts to look after our assets in 2019
Risks and Disadvantages	<ul style="list-style-type: none"> • Police have reduced ability to manage alcohol consumption onsite during the festival • Potential for increased intoxication and trouble as a result • Weather is out of our control

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	<ul style="list-style-type: none"> Relationship with Saxton Field Committee and Nelson Suburbs Football Club could be weakened if damage occurs. There is potential to cause disturbance to nearby residents
Option 3: Do not approve the temporary use of the football pitches at Saxton Field for camping or the imposition of a temporary alcohol ban.	
Advantages	<ul style="list-style-type: none"> No additional work for staff at Saxton Field No risk of damage to land or facilities Less stress on local infrastructure during peak tourist season No need for a temporary alcohol ban onsite
Risks and Disadvantages	<ul style="list-style-type: none"> Alternative campsite(s) would need to be identified and approvals sought Would slow contract renegotiation Negative publicity from expectant ticket holders on social media etc. Use of facilities at Saxton not increased Reputational damage with event promoters/organisers If alternate campsites cannot be identified, incentives to freedom camp would increase

7. Conclusion

- 7.1 The Bay Dreams South festival campground at Saxton Field in 2019 was a success, and it is recommended that Council supports the return of the festival in 2020 by permitting the event to utilise the same area for camping at Saxton Field and by implementing a temporary alcohol ban on Saxton Field during the period the campground is in place.

8. Next Steps

- 8.1 As noted in the earlier report R10252, community engagement with nearby residents and businesses surrounding Saxton Field will take place later in the year, in similar fashion to the lead-up to the 2020 festival.

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Author: **Axel de Maupeou, Team Leader Events**

Attachments

Attachment 1: A2203993 2019 Bay Dreams South Campground Layout at
Saxton Field [↓](#)

Attachment 2: A2203994 2020 Bay Dreams South Campground Layout for
Saxton Field [↓](#)

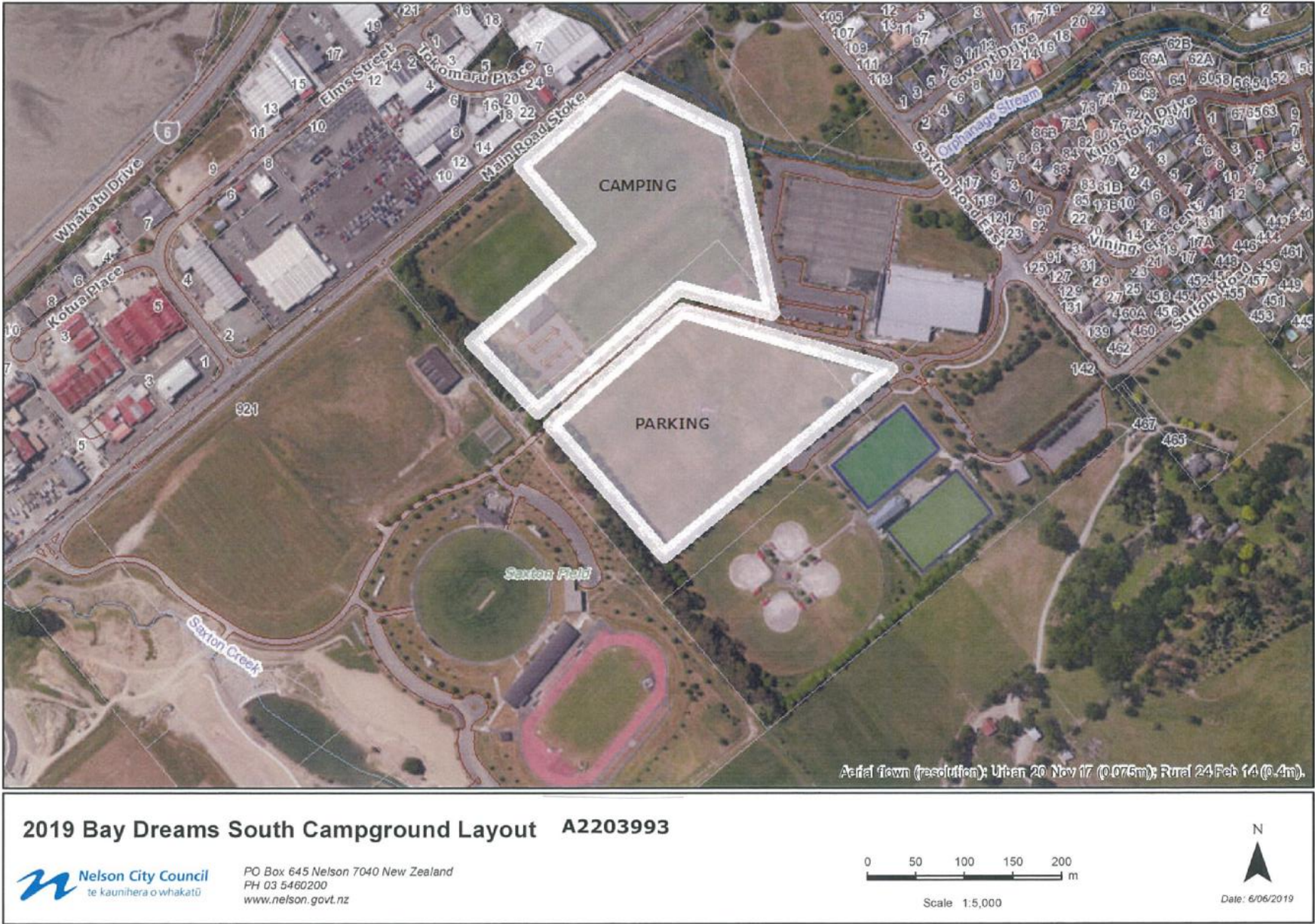
Important considerations for decision making
1. Fit with Purpose of Local Government <p>The decision facilitates the delivery of an event that supports the economic prosperity and creative identity of the city with a view to that event becoming an established annual event.</p>
2. Consistency with Community Outcomes and Council Policy <p>The decision is consistent with previous Council decisions about this matter and aligns with the following community outcomes:</p> <ul style="list-style-type: none">• Our communities have opportunities to celebrate and explore their heritage, identity and creativity.• Our communities have access to a range of social, educational and recreational facilities and activities.
3. Risk <p>Risk of nuisance, disorder, damage to Council facilities and private property. Reputational risk to Council if this occurs.</p> <p>The risks of nuisance, disorder and damage are being managed through consents, licences, agreements with the organiser, detailed event management plans, cooperation with Police and emergency services, and monitoring by Council staff.</p>
4. Financial impact <p>Negotiations are ongoing to recover costs through venue hire and associated fees. Bay Dreams South is required to lodge a bond and to hold insurance.</p> <p>Economic benefits to Nelson from the 2019 event are still in the process of being quantified, but are expected to be considerable for this and future events of this scale.</p>
5. Degree of significance and level of engagement <p>This matter is of medium significance because it may negatively affect users of Saxton Field and ratepayers/residents who live close by. Engagement with affected residents and business owners is planned to take place once the contract with Bay Dreams is in place and closer to the time of the event. It is not considered that engagement is required prior to this decision as Council has a good understanding of the potential impacts on affected residents and businesses from the last event. There may be other consultation processes required for other specific decisions, for example any temporary road closures.</p>

6. Inclusion of Māori in the decision making process

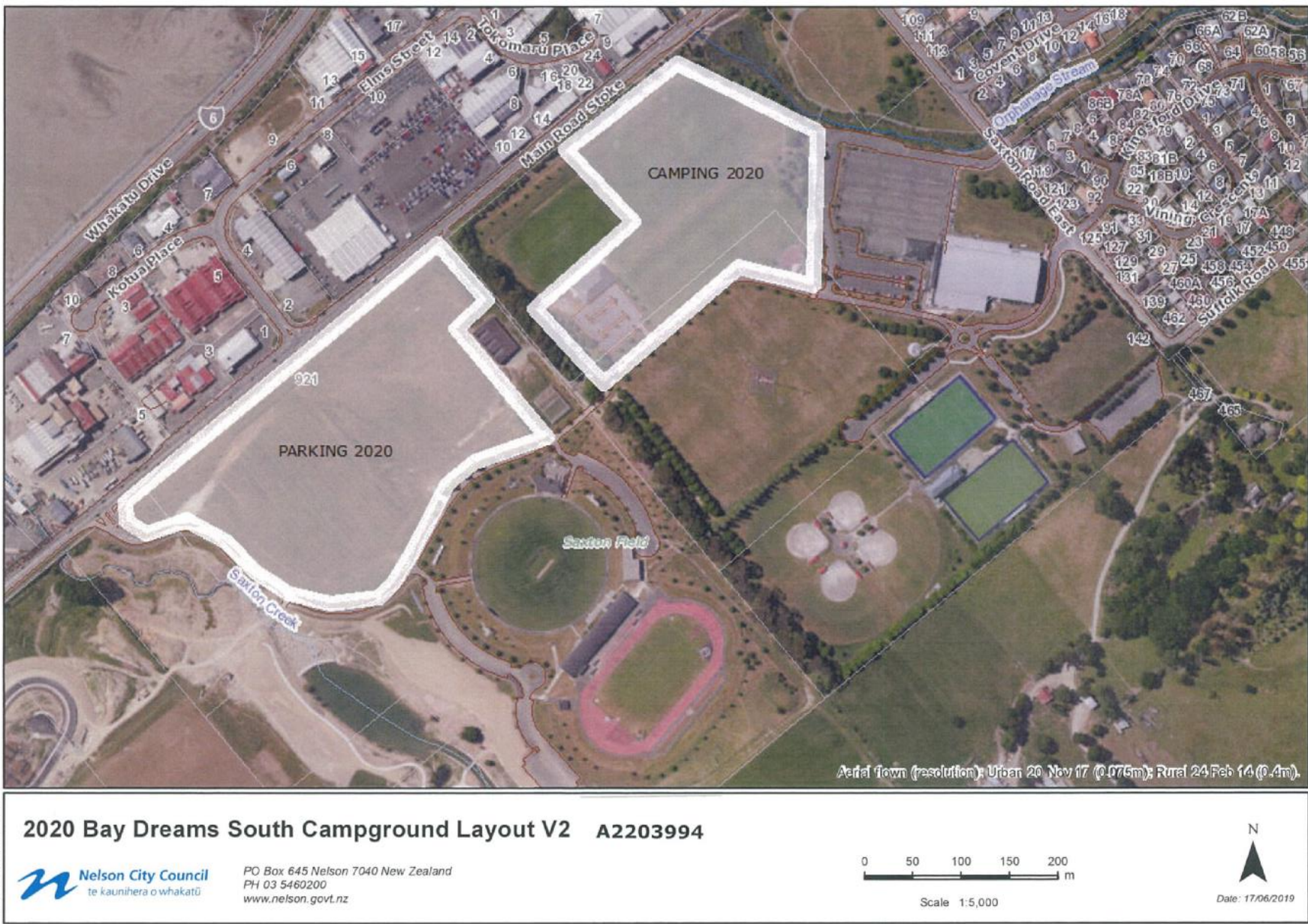
No engagement with Māori has been undertaken in preparing this report.

7. Delegations

This is a matter for Council as it relates to Section 44(1) of the Reserves Act 1977.



Attachment 2



Naming Policy Review Options

1. Purpose of Report

- 1.1 The purpose of this report is to inform Council of the review of its Naming Policy and advise on options for responding to that review.

2. Recommendation

That the Council

- 1. Receives the report Naming Policy Review Options (R10142) and its attachments (A306318 and A2227857); and***
- 2. Agrees that officers draft a new Naming Policy for Council approval.***

3. Background

- 3.1 Council currently uses the Naming of Reserves and Other Features Policy and draft Road Naming Guidelines for the selection of names for roads and reserves. These have been in place for over ten years. Currently there is no policy on the naming of Council facilities except where sale of naming rights are involved.
- 3.2 In 2016 Ngāti Apa ki te Rā Tō queried Council's consultation process when naming new roads and requested an opportunity to have input to new applications. At this time Ngāti Apa ki te Rā Tō was being notified about proposed names prior to their adoption by the Marlborough District Council and was interested in seeing if a similar process could be introduced in Nelson.
- 3.3 As a result a Council workshop was held in July 2017 to discuss some of the issues within the policy/guidelines, including the iwi request for greater involvement. At that workshop it was agreed that staff would report back to Council on options, including the benefits of a policy versus guidelines and the level of consultation each would require. Other priorities have meant this work has not been able to be advanced earlier

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but with the new policy resource recently recruited there has been capacity to make progress.

- 3.4 In the last twelve months, the Hearings Panel-Other has approved four naming applications.

4. Discussion

- 4.1 Names provide residents of, and visitors to, the Nelson district with insights into its history, culture and identity. As such, place naming (such as for roads, reserves and/or buildings) can play a key role in creating social spaces and attributing meaning to a city. A clear naming policy or procedure is an effective mechanism to achieve this.

Review of Current Policy

- 4.2 Officers have completed a review of Council's current naming policy/guidelines and options for improvement. In undertaking the review officers have sought early feedback from local iwi on the issues with current policy/guidelines and their preferred approach. Officers have also reviewed the approach of other territorial authorities in New Zealand.

Naming of Reserves and Other Features Policy 2004 (A2227857)

- 4.3 The current policy was approved by Council in 2004 but has never been reviewed. The Policy sets out how Council will name reserves and reserve assets.
- 4.4 In 2016, Council received several suggestions from the public regarding potential names for assets. In response, a 'name bank' was created to store public requests. The name bank is referenced when considering names for reserves or other features.
- 4.5 The current Policy provides criteria for consideration when naming which are sympathetic to issues of equity and is low cost to implement as it provides a streamlined process for decisions. However, it provides no guidance on iwi engagement. The Policy also does not refer to the Reserves Act 1977 which requires Council to gazette a name prior to its adoption (s.16(10)). Furthermore, officers consider that the Policy could be improved by incorporating a clear process to explain how naming requests from the public (held in the name bank) are to be considered alongside other options.

Draft Road Naming Guidelines (A306318)

- 4.6 Council is responsible for naming (and renaming) roads within its boundaries as defined by section 319(j) of the Local Government Act 1974 which provides;

to name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road.

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- 4.7 The draft Road Naming Guidelines have been developed over time, through discussions relating to road naming including those by the Hearings Panel – Other, however they have never been approved by Council. The draft Guidelines cover issues such as legislative authority, naming of private ways and roads, street and property numbering, road signage, criteria and procedures.
- 4.8 The current guidelines provide a streamlined low cost process, which is effective for developers when submitting names for selection, for staff when processing naming applications, and for the Hearings Panel - Other when making decisions.
- 4.9 However, the process to ensure that naming reflects the district's history, culture and/or diverse interests of its residents is unclear. Under the current approach, the option for name selection and responsibility for liaising with iwi or other interest groups sits with the developer. In practice, a developer's interests can influence the name selection, and where Māori names are selected, there is no evidence that iwi are regularly consulted. Officers also consider improvements could be made to deliver equal treatment and equal reflection of those in the district, as represented through Nelson's history, culture and diversity.

Iwi feedback

- 4.10 Iwi have signalled a desire to have more input into naming and have provided feedback on their preferences following a presentation to the Iwi Leaders Forum on 1 March 2019. In summary, iwi have requested:
- Increased visibility of Māori, Māori history and te reo Māori
 - Representation on the Hearings Panel-Other
 - Council being proactive in understanding the significance of local sites to iwi
 - Correction of street and place names as found in the relevant Treaty Settlement claims
- 4.11 Te Ātiawa o Te Waka-a-Māui Trust believes that the right for Māori to be consulted on naming is clearly set out in section 6(e) of the Resource Management Act 1991. This is the section on matters of national importance which states:

In achieving the purpose of this Act, all persons exercising functions and powers under it, in relation to managing the use, development, and protection of natural and physical resources,

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shall recognise and provide for the following matters of national importance:.....

(e) the relationship of Maori and their culture and traditions with their ancestral lands, water, sites, waahi tapu, and other taonga

- 4.12 In respect of Council responsibilities, officers note that naming decisions are primarily made under the Local Government Act 2002. This Act imposes obligations on Council to facilitate participation by Māori in local authority decision making. This includes taking into account the relationship of Māori and their culture and traditions with their ancestral lands, water, sites, waahi tapu, and other taonga when making significant decisions about land or a body of water (s.77).
- 4.13 Iwi have asked that officers work with them to develop an agreed process for ongoing engagement on naming of roads, reserves and new Council facilities, and the Local Government Act provisions noted above support this request. Iwi have also asked that their engagement in the new naming process be remunerated. This would be something for Council to consider as part of the work of developing a new approach.

Other Councils

- 4.14 Officers have completed a desktop review of other councils' naming policies and have found that approximately 40% of New Zealand councils have policies in this area. The majority of these are for road naming with some councils choosing to have separate policies for reserve naming and facilities or to have one combined overarching policy on naming.
- 4.15 More recent policies tend to have specific criteria (in some cases these are also weighted) to enable naming that reflects significant local content or meaning across domains like local history or geography and flora and fauna. Some policies provide a process for consultation with iwi prior to naming decisions.

5. Options for responding to the review of the policy

- 5.1 As a result of the review, Council could choose to retain and adopt its current Reserve Naming Policy and draft Road Naming Guidelines (without change), or develop an alternative set of naming guidelines/procedures, or draft a new Policy. It could make that decision now, or it could decide to first carry out further engagement or consultation with stakeholders.
- 5.2 Options, including the advantages and disadvantages of a policy versus guidelines, are set out below:

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Option 1: Adopt a new Naming Policy. The new Policy would consolidate naming for roads, reserves, Council facilities and other features.	
Advantages	<ul style="list-style-type: none"> • Naming protocols could be consolidated into one policy document which would provide greater certainty for applicants and the wider community • The content of the draft Road Naming Guidelines and Naming of Reserves and Other Features Policy could be updated to reflect legislative requirements and current best practice • More guidance could be introduced to ensure naming decisions provide a balanced representation of the district's identity and act to strengthen Nelson's sense of place • A process for consultation on naming with local iwi, and other stakeholders, could be developed which recognises their interests in the district • Stakeholders could be engaged on their views through a public consultation process
Risks and Disadvantages	<ul style="list-style-type: none"> • Would involve a community consultation process • May be unpopular with developers if naming procedures resulted in them having less influence over the final decision • Likely to require additional processes for consultation on naming proposals and therefore higher ongoing costs to administer the final policy • May create difficulties for the Hearing Panel-Other if different community sectors support different naming approaches • Requires a greater amount of officer time to develop than procedures
Option 2: Develop a new set of naming guidelines/procedures. Guidelines would provide best practice procedures for officers when making recommendations on the naming of roads, reserves, new facilities and /or other features.	
Advantages	<ul style="list-style-type: none"> • Could provide flexible best practice guidance on naming across different naming domains • The procedures could be developed in consultation with key stakeholder groups without requiring the resources of a public consultation process

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	<ul style="list-style-type: none"> • A procedure for consultation on naming with local iwi could be developed which recognises their interests in the district
Risks and Disadvantages	<ul style="list-style-type: none"> • May be unpopular with developers if naming procedures resulted in them having less influence over the final decision • Less transparent as public consultation would not be undertaken • May result in additional processes for engagement on naming proposals and therefore higher ongoing costs to administer • May create difficulties for the Hearing Panel-Other if different community sectors support different naming options • Is more likely to result in inconsistencies for Council and developers • Requires a greater amount of officer time to develop than status quo
Option 3: Maintain Status Quo. Retain the two separate policies /guidelines without change.	
Advantages	<ul style="list-style-type: none"> • No further work for officers • Easier for developers
Risks and Disadvantages	<ul style="list-style-type: none"> • Naming decisions continue to be made across the district using current processes • Local iwi would not have the opportunity to be further consulted on this matter • Naming of Council facilities continues to be considered on a case by case basis

Consultation requirements

5.3 The level of consultation recommended for each option is noted in the table below.

Option	Consultation process
Option 1: Adopt a new Naming Policy	Engagement with iwi, and other stakeholders, on processes for feedback on naming options Public consultation on draft Policy
Option 2: Develop a new set of naming guidelines /procedures	May, or may not, involve engagement with iwi and other stakeholders, on processes for feedback on naming options

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	Public consultation on procedures not required
Option 3: Maintain Status Quo	No further consultation required

- 5.4 Officers recommend that whether a policy or new procedure is the preferred option that public consultation is undertaken. Although this issue will be of low interest to the wider community there are still a number of groups and individuals interested in Nelson's heritage that are likely to want input. Officers suggest that direct contact be made with stakeholders inviting written feedback and that this is supplemented by some general advertising of the opportunity via Our Nelson and the website.

6. Conclusion

- 6.1 Council has asked officers to report back on policy/guidance options for naming and the level of consultation each would require.
- 6.2 Officers recommend option one, approval of a new Naming Policy.

7. Next Steps

- 7.1 If Council decides to approve a new consolidated Policy officers will bring the draft back to Council for approval, including the process for public consultation. This would involve the following steps:
- Engagement with iwi, and other stakeholders including developers, on process
 - Draft Policy to Council for approval for public consultation
 - Public consultation (proposed to be without hearings)
 - Draft Policy to Council for approval

Author: Gabrielle Thorpe, Policy Adviser

Attachments

- Attachment 1: A2227857- Naming of Reserves and Other Features Policy (2004) [↓](#)
- Attachment 2: A306318 - Draft Road Naming Guidelines (2018) [↓](#)

<p>Important considerations for decision making</p>
<p>1. Fit with Purpose of Local Government</p> <p>Council has responsibility for naming roads under the Local Government Act 1974, and the authority to name reserves under the Reserves Act 1977.</p>
<p>2. Consistency with Community Outcomes and Council Policy</p> <p>The recommendations in this report support the following community outcomes:</p> <ul style="list-style-type: none"> • Our communities have opportunities to celebrate and explore their heritage, identity and creativity • Our Council provides leadership and fosters partnerships, a regional perspective, and community engagement
<p>3. Risk</p> <p>There is a risk in developing a new Policy that developers or other stakeholders, might not support the proposed changes. If Council decided an alternative action, such as to continue the status quo, there is a risk of damage to iwi-Council relations.</p>
<p>4. Financial impact</p> <p>Development of a new Policy is expected to incur staff and consultation costs, however these are proposed to be met through existing budgets. Iwi have requested remuneration to participate in the new approach and this would be for Council to consider when a draft Policy is prepared. The new approach would also require increased staff time on an ongoing basis.</p>
<p>5. Degree of significance and level of engagement</p> <p>This matter is of low significance to most members of the public however would be of medium significance to some members, developers and iwi. Therefore consultation is recommended.</p>
<p>6. Inclusion of Māori in the decision making process</p> <p>Officers have sought early feedback from the Iwi Leader's Forum in preparation of this report.</p>
<p>7. Delegations</p> <p>The Hearings Panel – Other has the delegation to consider matters relating to naming features within the city. However, as no delegation for</p>

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development or review of the Policy fits into Committee delegations, this matter is being brought to Council.

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NAMING OF RESERVES AND OTHER FEATURES POLICY

1 BACKGROUND

- 1.1 The naming of reserves and reserve assets by Council has to date been considered on a case by case basis without a formal policy guiding this decision making.
- 1.2 It is important that Council has a clear process for the naming of reserves and reserves assets to ensure the purpose for which naming is undertaken is achieved in an effective, fair and equitable way.

2 ANTICIPATED OUTCOME

- 2.1 Reserves and Community Assets are named as necessary to identify them to users, encourage community 'ownership' and recognise cultural or community association or contribution to a reserve or community asset.

3 POLICY

3.1 Reserve Naming

Inclusions: Land managed as reserve by Nelson City Council

The Council will:

- 3.1.1 Name a reserve after an original name for the reserve site if one exists. This may firstly be a Maori name or otherwise one associated with early European activities.
- 3.1.2 If an original name for the reserve site does not exist and if the reserve is a neighbourhood reserve then the reserve should be named after the adjacent street or nearby street. This will assist in identifying the location of the reserve to users. Where there are two reserves in the same street the use of the same name with words such as "east" and "west" shall be avoided with an alternative name for one reserve required).
- 3.1.3 If an original name for the specific area does not exist and the reserve is not a neighbourhood reserve then the reserve name shall be selected from the following options:
 - An identifiable feature or name associated with the area or the community
 - An historical or cultural name associated with the area or the community
 - An identifiable feature of the reserve
 - A person who may have made a significant contribution to the creation and development of the reserve. (deceased)

3.2 Reserve Asset Naming

Inclusions: Viewing platforms, bridges, shelters and other minor structures

Exclusions: Major facilities such as halls, swimming pools etc

The Council will:

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- 3.2.1 Avoid naming specific reserve assets unless considered necessary for public identification and use of the asset, or to celebrate some aspect of the local cultural identity with the site or asset
- 3.2.2 If considered necessary to name the asset, naming could be after:
 - An identifiable feature or commonly used name associated with the asset or the site
 - A person who may have made a significant contribution to the creation and development of the reserve asset. (deceased)

4 GENERAL CRITERIA

- 4.1 Reserve and reserve asset names shall not be excessively long. (target no more than 2 words with no more than 12 total characters).
- 4.2 Names where confusion with other existing reserve names may result shall be avoided.
- 4.3 Spelling of place names shall be in accordance with the spelling defined by the NZ Geographic Board where any such place name exists.

5 DELEGATIONS

Applications Committee Specific Delegation No 69.

“Power to name all features within the city requiring naming including roads, streets, private walkways and rights of ways, service lanes, plazas, parking areas, parks, reserves, gardens, roundabouts, bridges and the like.”

6 REFERENCES

- 6.1 Parks and Reserves Asset Management Plan 2002, Target Level of Service for protection of cultural values, page 38.
- 6.2 Street Naming Policy Resolution: Planning and Regulation Committee, 13 July 1994.
- 6.3 Street Naming Policy 14 September 1993.

7 REVIEW

- 7.1 This policy should be reviewed by 1/1/2009.

	ROAD NAMING GUIDELINES
1.	Background
1.1.	Legislative Powers
1.1.1.	Council derives its power to name roads from s.319(j) of the Local Government Act 1974: <i>“To name and to alter the name of any road, and to place on any building or erection on or abutting on any road a plate bearing the name of the road”</i>
1.1.2.	The definition of “Road” is as per the Act (see appendix 1).
1.1.3.	The power to name roads under s.319 applies only to public roads.
1.1.4.	Naming of private roads/ways: s.348 of the LGA 1974 lists Council’s powers with respect to private roads and private ways; these powers do not include the power to name private ways or private roads.
1.2.	Delegation
1.2.1.	Council has delegated the authority to name roads and other features to the Hearings Panel: <i>“Power to name all features within the city requiring naming, including roads, streets, service lands, plazas, parking areas, parks, reserves, gardens, and all public facilities or infrastructure.”</i>
2.	Naming of public roads - Procedure
2.1.	Where a new public road is created as a result of subdivision or development, the subdivider/developer is invited to provide three names for each road. The developer is asked to take account of the principles as per Section 7 of this policy.
2.2.	The names are to be submitted to the Council prior to the submission of the Survey Plan, or other document creating the road.
2.3.	(a) Where the subdivider has no wish to submit any names, and advises this in writing; or (b) Where the new road is not a result of subdivision: The reporting officer will submit a list of options with his/her report, to the Hearings Panel (report template attached).
2.4.	A list of road name options will be maintained by the Manager, Resource Consents. The list will include any Maori names which iwi may have identified as being appropriate to any particular area.
2.5.	Names submitted by either the developer (as per 2.1) or the Reporting Officer (2.3) will be accompanied by appropriate explanatory material, giving a background to the names, their origin, and their link with the area concerned.
2.6.	The Manager, Resource Consents, will maintain a register of road names already assigned to roads.
2.7.	Where land is being opened up (or following subdivision) and that land fronts an existing road, the existing street name shall be used unless the new land is clearly delineated from the existing road by way of a street roundabout, clear turning in the road etc.

Updated 2018

2.8.	Where a new stretch of road is continuous with an existing road and where there is no clear delineation, roundabout, turning etc, the new stretch of road shall carry the name of the existing road to which it links.
3.	Naming of private ways or private roads
3.1.	Private ways include private roads, private rights of way, and access lots.
3.2.	The owner/developer will be encouraged to follow the principles of this policy, particularly in terms of avoiding duplication or confusion for postal and emergency services. Council cannot require that a private way be named in accordance with the policy.
3.3.	In accepting the name given to a private way, for official purposes, Council is not required to accept a name that: <ul style="list-style-type: none"> (a) is similar in pronunciation or spelling to an existing street in the Nelson/Tasman region (b) is deemed inappropriate or which may cause offence, culturally or otherwise (c) could cause confusion or lead to misunderstanding for emergency or other essential services
3.4.	If no name has been given to the private way, Council may invite the subdividing landowner to submit a name, if required for "official purposes".
3.5.	3.5 to 3.9 below taken from Policy Decision dated 9/8/82. The nameplate must incorporate the word 'private way' in it to make it clear to the public that the access is not a public street.
3.6.	The nameplate must be maintained by the residents to a reasonable standard, as per Council's standards; if not the nameplate may be removed by the Council
3.7.	The Council is to be responsible for the erection of the nameplate and supporting post, if required, only after payment has been received, together with applicants' written acceptance of condition above
3.8.	Street numbers on request: will be allocated in terms of the Right of Way when the Right of Way provides more than 4 legal frontages.
3.9.	Properties enjoying rights over the Right of Way, if offered for sale, should be described as having frontages to a 'Private Way' or 'Right of Way' with no inference that the Row is a 'street'.
4.	Street Numbering/Property Numbering
4.1.	Council derives its right to allocate street numbers from s.319B of the LGA 1974.
4.2.	Urban Street Numbers
4.2.1.	Urban street numbers will be allocated in accordance with the <i>Aust/NZ Standard 4819:2003</i>
4.2.2.	If Council decides to allocate street numbers to lots accessed by a private way or private road, it may either: <ul style="list-style-type: none"> (a) allocate these from the public road with which it intersects; or (b) use the name of the private way/road
4.3.	Rural property numbers

Updated 2018

4.3.1.	Property numbers for rural residential properties will be allocated using the RAPID system – <i>to go before the Exec Team – and possibly to be incorporated into Bylaw on Property Numbering</i>
5.	Road Signage
5.1.	Road signage must conform to the Council standards, as per the Road Sign Policy, 2004 (referenced in Report no. 5897, document number 245656).
5.2.	For new public roads, and private ways, the full cost of road signage and their erection are to be paid by the relevant subdivider, developer, applicant or owner.
5.3.	For new public roads that are not the result of subdivision, costs will be borne by the Council.
5.4.	Council will be responsible for maintenance of signs on public roads.
5.5.	For signs on private ways, the owner/developer will be responsible for maintenance.
6.	Changing A Road Name
6.1.	Council does not encourage the changing of road names because of the cost, and potential confusion and inconvenience for the public, postal and emergency services. For this reason, Council will only make such a change if it considers that there are good grounds and that the change will be of clear benefit to the community.
6.2.	Reasons for changing a name may include: <ul style="list-style-type: none"> (a) Where the name is a duplication, and is causing problems for residents, postal or emergency services. (b) Where two or more roads have recently been joined and there is no easily or readily identifiable intersection. (c) Where it has become apparent that the existing name has been misspelled or is culturally insensitive or offensive.
6.3.	Where an owner or occupier of a road seeks to have the name changed, and there are no obvious compelling reasons for the change, the Council will only consider the proposal if: <ul style="list-style-type: none"> (a) the request is in the form of a petition signed by at least 80% of the owners (and occupiers)?? of the properties fronting the road; and (b) the proposed name meets the Council criteria for a road name in that locality
6.4.	In processing a change of a road name, Council will use the Special Consultative Procedure and serve copies on all occupiers or owners of land on the road concerned.

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7.	Principles/Criteria
7.1.	Names should not be the same as or similar in sound or written form to road names already in use in the Nelson/Tasman region.
7.2.	Names are not to be the same as or similar to that of any living person, if the first name and surname are to be used as the road name; if only the surname is used, this may be acceptable. Written approval must be obtained from the person the street is named for, or from the next of kin or descendants (as appropriate).
7.3.	If the road is on or near a site of significance to iwi, and if an appropriate Maori name can be identified, the Hearings Panel will seek the advice of iwi over the name.
7.4.	Maori names, if not proposed by iwi, will require the approval of iwi.
7.5.	Names should bear some relationship to the locality, and in the case of a multi-street subdivision, present a theme within the overall development; in the case of a staged development, names should continue the theme for earlier stages on the development. Where new roads are created as a result of other than subdivision activities, they should continue the theme for the locality.
7.6.	Names should be reasonably brief; the length of the name is to be related to the length of the road, ie. short names for short roads, to avoid cartographic problems.
7.7.	Names are not to be in the possessive case, eg. Hector Avenue, not Hector's Avenue. However the plural may be an appropriate alternative in certain cases, eg Queens Road.
7.8.	The use of more than one word should be avoided, unless it is of historical significance, eg Will Watch Way
7.9.	The name should not include hyphenated words.
7.10.	The name should be of straightforward spelling and pronunciation, so as to avoid confusion or misunderstanding.
7.11.	The term (ie. road, street, avenue, terrace, way etc) will be based on a definition of terms, set out in Appendix 2.

Updated 2018

Appendix 2

Definition of terms in use for street naming	
Avenue	Wide straight roadway or street planted either side with trees.
Boulevard *	Any wide street or broad main road.
Close	A no exit road, short in length serving a small number of properties, similar to a Place.
Court	An enclosed, uncovered area opening off a street or streets.
Crescent	A crescent shaped street generally with both ends intersecting the same street
Drive	A main connecting route in a suburb. A road with scenic attraction – a scenic road.
Gardens	An attractively landscaped cul-de-sac or crescent.
Glade	Tree covered street or a passage between trees.
Glen	A road in a narrow valley
<i>(Glade or Glen):</i>	<i>Topography should suit this kind of terminology; wrong to have glen on an exposed ridge top situation)</i>
Grove	An alleyway cut out in a wood but not extensive.
Heights	A road with an elevated view.
Hill	Applies to a feature rather than the route.
Lane	A narrow passage between hedges or buildings, an alley.
Mews	A court of close – a paved area surrounded by buildings.
Place	An open space in town; or a group of houses in town – building or area devoted to specified purposes; or a no exit road, longer than a Close with a turning circle at its blind end.
Quay	A road along a waterfront.
Ridge	A road along the ridge of a hill
Rise	An elevated road
Road	Route or way between places.
Street	Any road.
Terrace **	A street along the face or top of slope.
View	Street with an iconic or distinctive view
Way	A path or route (Council uses this term for private ROWs with vehicular access and named for identification purposes)
Parade *	Public square or promenade.
Promenade *	Public place for walking, especially paved area at seaside.
*	<i>Rarely used in Nelson City Council</i>
**	<i>This definition doesn't seem to apply to this term</i>

REPORT R10247

Brook Reserve - change of specific local purpose and declaring stopped road to be reserve

1. Purpose of Report

- 1.1 To consider the recommendations from the Brook Reserve Hearings Panel (Hearings Panel) following hearing of submissions and deliberations on the proposed change of specific local purpose and declaring stopped road to be reserve.

2. Summary

- 2.1 Council has previously adopted in principle the Brook Recreation Reserve Management Plan (draft RMP). In 2018 Council resolved to proceed with notifying a road stopping process in order to incorporate the road in the Brook Reserve. Hearings were held in November 2018, and this report provides recommendations from the Hearings Panel. The February 2019 fires have delayed presentation of this report.
- 2.2 The next step is for Council to consider the recommendations of the Hearings Panel.

3. Recommendation

That the Council

- 1. Receives the report Brook Reserve - change of specific local purpose and declaring stopped road to be reserve (R10247) and its attachments (A1903135, A2230208 and A2237459); and***
- 2. Declares the stopped road land as marked purple on Attachment 1 (A1903135) of report (R10247) to vest as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve under section 14 of the Reserves Act 1977, to be***

amalgamated into the adjoining reserve; and

- 3. Approves the change in specified purpose of the Local Purpose (Recreation) Reserve as marked green on Attachment 1 (A1903135) of report (R10247) to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve under section 24A of the Reserves Act 1977; and***
- 4. Delegates the authority to the Chief Executive to take the steps necessary to prepare and place notices in the Gazette in order to vest the stopped road land as reserve and change the specific local purpose of the Local Purpose Reserve; and***
- 5. Delegates the authority to the Chief Executive to take the steps necessary to complete the road stopping process under Schedule 10 of the Local Government Act 1974 and amalgamate the reserve.***

4. Background

- 4.1 On 24 November 2014, the Council gave public notice under section 41 of the Reserves Act 1977 (RA) and under the Local Government Act 2002 (LGA) of its intention to prepare a management plan for the area known as the Brook Recreation Reserve. The need for a management plan was in response to the mix of land status and suggestions from the public for alternative uses for the Reserve. This area included land held by the Council under the RA as Recreation Reserve, fee simple land vested in Council and legal road. The area of land (albeit now with changed status under the RA) is shown in purple and green on Attachment 1 (A1903135) to this report.
- 4.2 Following a period of “pre-consultation”, on 11 June 2015, the Council gave public notice of the draft Brook Recreation Reserve Management Plan and called for submissions.
- 4.3 At that time Council proposed to classify the land as Recreation Reserve, but following hearing submissions decided that Local Purpose Reserve would better fit the intended uses of the land. In October 2015 Council adopted the draft RMP in principle on the basis of the proposal that all of the land would be classified as Local Purpose (Recreation) Reserve and

Item 14: Brook Reserve - change of specific local purpose and declaring stopped road to be reserve

that it would commence the separate statutory processes to enable this to occur.

- 4.4 The Council then carried out public notification and hearing processes on its intention to:
- 4.4.1 Change the classification of the Recreation Reserve land to Local Purpose (Recreation) Reserve under s24 RA
 - 4.4.2 Declare the fee simple land to be Local Purpose (Recreation) Reserve under s14 RA
 - 4.4.3 Stop the road under s342 and Schedule 10 of the LGA 74 noting the intention to amalgamate the land with the adjoining Local Purpose (Recreation) Reserve.
- 4.5 These statutory processes all included public notification and hearing of submissions by a Hearings Panel.
- 4.6 The Brook Valley Community Group (BVCG) submitted that it had not been adequately consulted on the proposed change in classification of land from Recreation Reserve to Local Purpose Reserve and objected to the road stopping.
- 4.7 On 10 November 2016, Council resolved to seek further feedback on the proposed change of classification, including providing further information to the community on rationale and implications. Council also decided to reject BVCG's objection to the road stopping proposal resulting in it being referred to the Environment Court.
- 4.8 Following consideration of the further feedback at a meeting on 23 March 2017 Council resolved to proceed with the Local Purpose (Recreation) Reserve classification.
- 4.9 Meanwhile, BVCG's objection to the road stopping was resolved by Court assisted mediation. On 30 November 2017 the Environment Court confirmed Council's decision to stop the road, subject to Council resolving to declare the stopped road land reserve to be amalgamated into the Brook Recreation Reserve.
- 4.10 The Council had previously received comments from a submitter that the Local Purpose (Recreation) Reserve classification was potentially ultra vires the RA. This confirmed some of the earlier concerns that staff had and the Council took legal advice on the matter. Subsequently, the Council decided on 9 August 2019 to initiate the process to change the specified local purpose of the local purpose reserve to address the potential vires issue. The Council decided to change the specified local purpose at the same time as the process to convert the stopped road land to reserve, so that the two processes could be run in tandem.
- 4.11 Therefore, on 9 August 2018 Council decided to publicly notify the intention to:

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- 4.11.1 change the specified local purpose of the local purpose reserve land from "Recreation" to "Outdoor Leisure, Camping, Conservation and Education" under s24A of the RA; and
 - 4.11.2 declare the stopped road land to be reserve to be held for this same specified local purpose under section 14 RA, to be amalgamated into the adjoining reserve.
- 4.12 At the Council meeting on 9 August 2018 a Hearings Panel and Terms of Reference were approved for the hearing of submissions on these two processes.
- 4.13 The Hearings Panel met on 1 November 2018 to hear, and on 27 November 2018 to deliberate on, objections and submissions. Delays to preparing this report arose as a result of the February 2019 fires and work on the 2019/20 Annual Plan.
- 4.14 The Chair's Report (attachment 2 A2230208) contains the Hearings Panel recommendation that the Council:
 - 4.14.1 Approves the change in specified local purpose of the Local Purpose (Recreation) Reserve to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) under s24A of the RA; and
 - 4.14.2 Declares the stopped road land to vest as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve under section 14 of the Reserves Act 1977 to be amalgamated into the adjoining reserve.
- 4.15 Council now needs to consider the Hearing Panel's recommendations.

5. Discussion

- 5.1 The Hearings Panel was in agreement on both the proposed change in specific purpose and for Council to proceed to vest and amalgamate the stopped road into the Reserve.
- 5.2 The proposed change in specific purpose was unanimously supported as the Hearings Panel agreed that the change was more legally robust and is aligned with the vision contained in the draft RMP.
- 5.3 Vesting and amalgamating the stopped road into the Reserve was also unanimously supported as this would enable more effective and efficient management of the Reserve and would enable Council to meet the condition set by the Environment Court for the road stopping process.
- 5.4 The Chair of the Hearings Panel noted that many submitters were not against the proposals and that many of the objections raised were out of scope of the Hearings Panel's terms of reference. A summary of the views of submitters is outlined in the Chair's report.

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- 5.5 The Chair noted that there are a number of key values that would be supported through approving the proposed changes, including continued access for the public to the Reserve for a range of activities.

Alternative suggestions for the classification of the Reserve.

- 5.6 The officers' report (attachment 3 A2237459) to the Deliberations Meeting discussed the alternative suggestions for the classification of the Reserve arising from submissions. These alternatives are outlined below, along with the officers' comments in italics.

- 5.7 One submitter requested that the land "revert back" to Recreation Reserve, the classification of some of the land before it was changed to Local Purpose (Recreation) Reserve.

Less than 1/3 of the land was previously classified as Recreation Reserve, the balance was freehold land and legal road.

- 5.8 Another suggestion was that the land that was previously classified as Recreation Reserve "remain classified" as such, and that the balance of the land be classified as proposed, Local Purpose (Outdoor leisure, Camping, Conservation and Education).

The Council is not able to consider alternative primary classifications for the Local Purpose (Recreation) Reserve land as part of this process under section 24A of the Reserves Act 1977. Section 24A only allows the Council to change the specific local purpose of the Local Purpose Reserve.

The Council may be able to consider an alternative primary classification, such as Recreation Reserve, for the vesting of the stopped road land as part of this process under section 14 of the Reserves Act 1977.

The main advantage of a divided classification appears to be that it would meet some of the wishes of some members of the public who submitted. However, this would complicate the integrated management of the Reserve. The Council would also be unable to amalgamate the Recreation Reserve into the adjoining Local Purpose Reserve raising questions about meeting the condition of the Environment Court for the road stopping. There would be ongoing complications for future decision making processes, as all decisions would need to be examined under both types of reserve classification and their restrictions. There could be implications if activities straddled boundaries of the different reserve classifications.

6. Options

- 6.1 Option 1 is recommended

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Option 1: i) Change the specific local purpose of the Local Purpose (Recreation) Reserve to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve; and ii) Declare the stopped road land to be Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve to be amalgamated into the adjoining reserve.	
Advantages	<ul style="list-style-type: none"> Meets the condition of the Environment Court and enables Council to finalise the road stopping and amalgamate this land into the adjoining reserve. Enables Council to address the legal risk associated with the current Local Purpose (Recreation) Reserve classification. Enables Council to consider the next steps for the draft RMP.
Risks and Disadvantages	<ul style="list-style-type: none"> Possible risk of legal challenge if any of the submitters disagree with the Council's decision or decision making process.
Option 2: Agree to one of the alternatives classifications suggested by submitters as outlined in paragraph 5.6 to 5.8 above.	
Advantages	<ul style="list-style-type: none"> Partly meets the requests of some submitters.
Risks and Disadvantages	<ul style="list-style-type: none"> Complicates integrated management of the Reserve May hinder the implementation the vision for the Reserve contained in the draft RMP Risk that condition of the Environment Court is not met and road stopping cannot be completed. No lawful basis for changing local purpose reserve to recreation reserve as part of this s24A RA process Possible risk of legal challenge by other submitters who do not support recreation reserve status for any of this land.
Option 3: Do nothing at all	
Advantages	<ul style="list-style-type: none"> No further work would be undertaken.
Risks and Disadvantages	<ul style="list-style-type: none"> Does not meet the condition of the Environment Court and prevents completion of the road stopping process.

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	<ul style="list-style-type: none">• Ongoing legal risk associated with the current Local Purpose (Recreation) Reserve classification.• Council unlikely to progress the final approval of the management and development plans and therefore Council will be unable to achieve the objective of integrated and appropriate management of the Reserve.
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7. Conclusion

- 7.1 Following consideration of the Hearings Panels Chair's report Council now needs to decide on the proposed change of specific local purpose and declaring stopped road to be reserve so as to amalgamate it into the adjoining reserve.

8. Next Steps

- 8.1 If the Council resolves to declare the stopped road as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve, then the Environment Court's condition is satisfied. Council can then proceed to complete the road stopping under the Schedule 10 of the Local Government Act 1974 and amalgamate the land into the adjoining reserve.
- 8.2 If the decision is made to change the specific local purpose of the Local Purpose (Recreation) Reserve to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve then Council can place a notice in the Gazette and the change will take effect.

8.3 A report on next steps for the draft RMP is included in the public excluded section of this agenda. **Author:** **Mark Tregurtha, Manager Strategy**

Attachments

- Attachment 1: A1903135 Brook Reserve Map [↓](#)
- Attachment 2: Brook Recreation Reserve - Chair's Report 20 July 2019 (A2230208) [↓](#)
- Attachment 3: Brook Reserve Hearings Panel Report 27 November 2018 Report Number R9723 (A2237459) [↓](#)

Item 14: Brook Reserve - change of specific local purpose and declaring stopped road to be reserve

Important considerations for decision making	
1. Fit with Purpose of Local Government	Approval of the Road Stopping and Classification processes will enable Council to consider the next steps for the Brook Recreation Reserve Management Plan, and then the Development Plan for the Reserve. These processes contribute towards Council providing good-quality local public services.
2. Consistency with Community Outcomes and Council Policy	The recommendations in this report support the Community Outcomes of "Our unique natural environment is healthy and protected" and "Our communities have access to a range of social, educational and recreational facilities and activities".
3. Risk	Consultation has been carried out to determine the community's views on the proposals. There is a risk that the recommendations and decision making process are not supported by some stakeholders or objectors. This might result in legal action. This risk can be partly mitigated through explaining to submitters why the recommendations were made. There is also a legal risk if the current classification of Local Purpose (Recreation) Reserve remains as this classification may be ultra vires to the Reserves Act 1977.
4. Financial impact	There are no significant financial impacts from this part of the process.
5. Degree of significance and level of engagement	This matter is of low significance to most members of the public.
6. Inclusion of Māori in the decision making process	No engagement with Māori has been undertaken for this report.
7. Delegations	
8.4	The amalgamation of the road within the Reserve and approval of the classification of the Reserve are decisions for Council.

Item 14: Brook Reserve - change of specific local purpose and declaring stopped road to be reserve: Attachment 1



The map is an approximate representation only and must not be used to determine the location or size of items shown, or to identify legal boundaries. To the extent permitted by law, the Nelson City Council, their employees, agents and contractors will not be liable for any costs, damages or loss suffered as a result of the data or plan, and no warranty of any kind is given as to the accuracy or completeness of the information represented. Nelson City Council information is licensed under a Creative Commons

Brook Reserve and Road Stopping

R9522



Legend

- Legal Road to be Stopped
- Local Purpose (Recreation) Reserve



January 2018

File Ref: A1903135
111 Original map size A4

Brook Reserve - change of specific local purpose and declaring stopped road to be reserve

Report and Recommendations of the Hearings Panel

20 July 2019

1. Introduction

- 1.1 This report and recommendations relate to land within the area previously known as Brook Recreation Reserve. The land under consideration is referred to in this report in two parts as shown on attachment 1:
 - Green - existing Local Purpose Reserve vested in Council
 - Purple – road to be amalgamated into Reserve
- 1.2 Council resolved on 9 August 2018 to set up a hearings panel (Hearings Panel) and also approved a Terms of Reference for the Hearings Panel. The Hearings Panel consisted of three Councillors (Cr Kate Fulton, Cr Luke Acland and Councillor Tim Skinner).
- 1.3 On 8 September 2018, Council notified and called for submissions on the following proposals for this area:
 - To change the specified local purpose of the local purpose reserve land from "Recreation" to "Outdoor Leisure, Camping, Conservation and Education" under s24A of the RA; and
 - To declare the stopped road land to be reserve to be held for this same specified local purpose under section 14 RA, to be amalgamated into the adjoining reserve.
- 1.4 Both processes ran concurrently with submissions and objections sought from 8 September 2018 to 12 October 2018.
- 1.5 Public notifications were placed in the Nelson Mail on 8 September 2018, in the Customer Service Centre at the Council offices and at the Brook Valley Holiday Park from 8 September 2018 to 12 October 2018.
- 1.6 Sixteen submissions and objections were received on the proposal to declare the stopped road as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve.
- 1.7 Twenty three submissions and objections were received on the proposal to change the specified local purpose of the Local Purpose (Recreation) Reserve to Local Purpose (Outdoor leisure, Camping, Conservation and Education) Reserve.

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- 1.8 At the commencement of the hearing of submissions and objections Cr Fulton was elected as Chair.
- 1.9 Eleven people requested to speak to their submissions or objections at hearings on 1 November 2018.
- 1.10 A number of submitters objected to, or submitted on, matters that are outside of the scope of the two consultation processes. For example, some submission sought to revisit the decision to stop the road. That decision was made under schedule 10 of the Local Government Act 1974 and could not be revisited as part of this process considering whether to vest the stopped road land as local purpose reserve under the Reserves Act. The proposal to stop the road had been previously publicly notified and all objections to that proposal had been fully considered at that time. For completeness these matters were discussed by the Hearings Panel, but it was agreed that the Panel should restrict its deliberations to the matters contained in the Terms of Reference.
- 1.11 A hearing was held 1 November 2018. The Hearings Panel heard submissions and objections to the proposals from 10 submitters. Details of these oral submissions is contained in the meetings minutes. Deliberations took place on 27 November 2018.
- 1.12 The Hearings Panel has noted that officers were unavailable to assist with this report as a result of the February 2019 fires and work on the 2019/20 Annual Plan.

2. Summary of submissions on Proposal to declare stopped road Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve

- 2.1 The main reasons set out by those in favour of the proposal included that it would:
- Enables Council to better manage the area as a whole
 - Provides for a safer environment for visitors to the Brook Sanctuary and the campground
 - Allows for the redesign of the current layout of the area to best reflect its current and potential future uses
 - Allows Council to proceed with preparation of a Comprehensive Development Plan as set out in the (adopted in principle) Brook Reserve Management Plan

Note: Four submitters supported the proposal without additional commentary.

- 2.2 The main reasons set out by those who oppose the proposal included that:

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- Keeping the road separate from the Reserve was necessary to consolidate infrastructure assets, provide for consistency of decision making and improve accessibility and use of the recreation reserve
- "...land in front of the camp was sold to Council in the 1950's for use as a camp for all people of Nelson and that the land being between the river and the public road would not be the limitation of future development or access across the river". The submitter considered that the road stopping contravened both these understandings
- There was insufficient detail included in the proposal
- Access through the reserve by vehicle is required for those members of the public who are unable to walk to the dam and two submitters raised concerns that the proposed incorporation of the road within the Reserve might restrict the public from using the road to access the Brook Sanctuary, or other land beyond the Reserve
- The process will allow for more commercial development of the recreation reserve and reduce public access to the area

2.3 Following consideration of submissions and objections to the Proposal to declare stopped road Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve the Hearings Panel is satisfied amalgamating the stopped road within the Reserve provides the best means of managing the land. The points raised in objections to the proposal were covered by the Officers report of 27 November 2018 and accepted by the Hearings Panel. The Hearings Panel also took the opportunity to request additional information from Officers on a number of technical points and were satisfied with the information that was provided.

3. Proposal to change the classification of the Local Purpose (Recreation) Reserve to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve.

3.1 Twenty two submissions or objections were received by the closing date of 12 October 2018. Of these, 10 supported the proposed change and 12 objected.

3.2 The main reasons set out by those in favour of the proposal included that:

- The Brook Sanctuary provides a unique asset for Nelson with a suitable area for education and conservation close to town and the Nelson Marlborough Institute of Technology (NMIT). The proposed change will enable a closer cooperation between education providers in the Nelson area and allow for buildings or areas in the reserve to be used for educational purposes

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- The proposed change is in line with Nelson Nature 2050 (sic) and the Halo effect
- Holding the land for the same purpose will better allow Council to manage future development of the area, generate revenue to update the current outdated facilities and promote cooperation between the Brook Sanctuary, NMIT and other education providers
- The proposed change is in line with the Adopted in Principle Brook Reserve Management Plan's vision (15 October 2015) and the goals of the Long Term Plan 2018-28
- Amending the classification will avoid any potential legal issues in relation to the Brook Reserve
- The change will support a comprehensive planning approach to the future of the Brook Reserve
- The change in specific local purpose better provides for the appropriate management of the reserve in keeping with its intended uses

3.3 Four submitters supported the change to the specific local purpose of the reserve as proposed by Council without further reasons.

Objections to the proposed change in purpose

3.4 The main reasons set out by those who objected to the proposal are set out below:

- The camp would change and that the community and general public could be excluded. This objection noted that there is a need to keep the camp open for the needs of the community that currently reside there
- The camp and general area would be less accessible to the public, including the walking track around the perimeter of the predator fence
- The proposed change would allow for the commercialisation of the reserve at the expense of the general public and residents of the Brook.
- The area would not be used for the intended purpose as when gifted to Council by Thomas Cawthron which was for use as a reserve for recreation purposes, due to potential commercial development that could be allowed under the new status
- The specific purpose would enable Council to give/lease more land to the Brook Sanctuary therefore further reducing public access to the area

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- Council cannot proceed lawfully with the change to the specific local purpose as the land was previously reclassified as Local Purpose (Recreation) Reserve which contravenes the Reserves Act 1977 and therefore the land should retain its prior status or classification or be classified as Recreation Reserve
- The process does not mention making changes to, or further consultation on the Adopted in Principle Brook Recreation Reserve Management Plan (15 October 2015)

Alternative suggestions for the classification of the Reserve.

- 3.5 One submitter requested that the land “revert back” to Recreation Reserve, the classification of some of the land before it was changed to Local Purpose (Recreation) Reserve.
- 3.6 Another suggestion is that the land that was previously classified as Recreation Reserve “remain classified” as such, and that the balance of the land be classified as proposed, Local Purpose (Outdoor leisure, Camping, Conservation and Education).
- 3.7 Following consideration of submissions and objections to the proposal to change the Reserve from Local Purpose (Recreation) Reserve to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve the Hearings Panel concluded that the proposed specific local purpose is the most appropriate classification for the land and is consistent with the vision contained in the Adopted in Principle Reserve Management Plan (15 October 2015). The Hearings Panel notes the advice in the Officer’s report (18 November 2018) that there is no legal basis for the Local Purpose Reserve to “revert back” to Recreation Reserve as part of this process to change the specific local purpose of the reserve under section 24A of the Reserves Act.

4. Matters raised outside of the Hearings Panel Terms of Reference

- 4.1 There were a number of submissions and objections to the two processes that were outside the scope of the Hearings Panel. The issues raised included:
- The Brook Waimarama Sanctuary submission requested that Council put in place a legal mechanism to ensure that access through the Reserve to the Sanctuary will continue until the development plan is in place
 - One submitter raised an objection to the Brook Waimarama Sanctuary on the grounds that it excludes the public from the area
 - One submitter proposed that the land purchased of the Simpsons in the 1950s be offered to be sold back to the family
 - Implications of the proposed changes on Council’s infrastructure and future development needs

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- The impact of future use of part of the Reserve by the Nelson Marlborough Institute of Technology
 - A request that Council implement its original proposal for Eureka Park, including upgrading and developing the existing track and including picnic and passive recreation areas
- 4.2 These matters are covered in the Officer's report of 29 November 2018. Some matters, for example the development of Eureka Park, can be considered as part of the preparation of the Comprehensive Development Plan.

5. Discussions with objector Mr Richard Sullivan

- 5.1 One submitter Mr Richard Sullivan raised concerns that his submission was not accurately represented. It was agreed with Mr Sullivan that the Chair's report would note:
- 5.2 "Subsequent to the hearings and prior to the deliberations Mr Sullivan (submission 19335) wrote to clarify that his objection was not in relation to connecting to the water pipe that runs between the Maitai and Stoke. But, that his view is that 'the removal of the legal road reduces the future placement of infrastructure options should there be development between the Brook and Enner Glynn'. Further Mr Sullivan's objection stated that 'Plan change 17 required any future development of the area to be contingent on road access being created. To reduce the burden on future developers it would make sense that any road formed be made within the easement of the water supply. This would ensure the minimum amount of land is taken up for infrastructure and increase the feasibility of any development'".
- 5.3 Inclusion of this clarification for Mr Sullivan does not change the recommendations of the Hearings Panel as Plan Change 17 is already operative and review of this Plan Change is outside the scope of the Hearings Panel. The objection on the road closure was also part of the earlier consultation/objections process in 2016 and Mr Sullivan's objection to the closure was considered as part of that process.

6. Process issues

- 6.1 Two submitters raised concerns that the Council initially called for submissions and subsequently called for both submissions and objections to the proposal. In their view, only objections should have been called for. The Hearings Panel was satisfied that in calling for and hearing submissions (for, against or neutral) and objections, Council had fully met its consultation and decision making obligations under the Reserves Act and the Local Government Act 2002.

7. Panel Conclusion

- 7.1 Following consideration of submissions and objections the Hearings Panel recommends that Council vest the stopped road as Local Purpose

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(Outdoor Leisure, Camping, Conservation and Education) Reserve, to be amalgamated with the adjoining reserve. In terms of the second process the Hearings Panel recommends that Council change the specific local purpose of the Local Purpose Reserve to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve

- 7.2 There are a number of options that Council and the community could consider in the future when preparing and consulting on the Comprehensive Development Plan. These include:
- 7.2.1 Keeping the Reserve open and accessible to all members of the public
 - 7.2.2 Rebuilding of the relationship between Council and the local community
 - 7.2.3 Considering the recreation opportunities for the area known as Eureka Park and walking opportunities within the Reserve

8. Recommendations

Having regard to the discussion and findings of the Hearings Panel as described in this report, the Panel makes the following recommendations that Council:

- 8.1 *Declares the stopped road land as marked purple on Attachment 1 (A2097617) of report (R10247) to vest as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve under section 14 of the Reserves Act 1977, to be amalgamated into the adjoining reserve; and***
- 8.2 *Approves the change in specified purpose of the Local Purpose (Recreation) Reserve as marked green on Attachment 2 (A2097629) of report (R10247) to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve under section 24A of the Reserves Act 1977; and***
- 8.3 *Delegates the authority to the Chief Executive to take the steps necessary to prepare and place notices in the Gazette in order to vest the stopped road land as reserve and change the specific local purpose of the Local Purpose Reserve; and***
- 8.4 *Delegates the authority to the Chief Executive to take the steps necessary to complete the road stopping process under the tenth schedule of the Local Government Act 1974 and amalgamate the reserve.***

Brook Reserve - Deliberations on Classification and Road Stopping Processes

1. Purpose of Report

- 1.1 To summarise and outline the issues raised in submissions and objections on the proposed declaration of stopped road to be held as local purpose reserve, and change in specified purpose of local purpose reserve, in the area known as the Brook Recreation Reserve. The report also provides further information on a number of issues that the Hearings Panel requested be brought back to this deliberations meeting.

2. Summary

- 2.1 The Hearings Panel has heard submissions and objections as part of the public notification and consultation process on the proposed declaration of stopped road to be held as reserve and change in the specified purpose of the local purpose reserve. The Panel must now consider the issues raised by submitters and objectors before the Chair prepares a report with recommendations to Council.

3. Recommendation

That the Brook Reserve Hearings Panel

Receives the report Brook Reserve - Deliberations on Classification and Road Stopping Processes(R9723) and its attachments (A2097629) and (A2097617); and

Confirms that the Chair should prepare a report recommending that the Council:

Declares the stopped road land as marked purple on Attachment 1 (A2097617) of report (R9723) to be vested in it as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve under section 14 of the Reserves Act 1977, so as to amalgamate it into the adjoining reserve; and

Approves the change in specified purpose of the Local Purpose (Recreation) Reserve as marked green on Attachment 2 (A2097629) of report (R9723) to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve under section 24A of the Reserves Act 1977; and

Delegates the authority to the Chief Executive to take the steps necessary to prepare and place notices in the Gazette in order to vest the stopped road land as reserve and change the specific local purpose of the Local Purpose Reserve; and

Delegates the authority to the Chief Executive to take the steps necessary to complete the road stopping process under the tenth schedule of the Local Government Act 1974 and amalgamate the reserve.

4. Background

- 4.1 On 24 November 2014, the Council gave public notice of its intention to prepare a management plan for Brook Reserve land and sought suggestions during the period from November 2014 to February 2015.
- 4.2 After considering the views expressed by the community, on 11 June 2015, the Council publicly notified the draft Reserve Management Plan (draft RMP), and invited submissions on it.
- 4.3 After hearing submissions (and considering the Hearing Panel's recommendation), on 15 October 2015 the Council resolved to adopt the draft RMP in principle.
- 4.4 The Council also decided at the 15 October 2015 meeting that a local purpose reserve would be better suited for the Council's vision for the land. The Council delegated the necessary powers to the Chief Executive to carry out the statutory processes to enable the land to be amalgamated into a single local purpose reserve. The necessary processes were:
 - changing the classification of the reserve land from recreation reserve to local purpose reserve;
 - declaring and gazetting the fee simple land to be local purpose reserve; and
 - stopping the legal road and amalgamating that land into the adjoining reserve land.

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- 4.5 After a consultation process, which was extended at the request of the Brook Valley Community Group (BVCG), on 23 March 2017, Council resolved to change the classification of the recreation reserve to Local Purpose (Recreation) reserve, vest the freehold land for this same purpose and reject the objections to the road stopping proposal. The road stopping matter was referred to the Environment Court and in November 2017 it confirmed the road stopping, subject to Council resolving to declare the land reserve under the RA, so as to amalgamate it into the adjoining reserve.
- 4.6 At its meeting of 9 August 2018 Council considered the steps required to complete the road stopping process and the specific purpose of the adjoining Local Purpose Reserve. At this meeting Council passed the following resolutions:

Approves that the Chief Executive be delegated authority to proceed with public notification under section 14 of the Reserves Act 1977 of the intention to declare the stopped road land to be reserve to be held as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve, so as to amalgamate it into the adjoining reserve; and

Approves that the Chief Executive be delegated authority to proceed with public notification under section 24A of the Reserves Act 1977 to change the classification of the Local Purpose (Recreation) Reserve to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve.

Summary of submissions and objections

- 4.7 Council publicly notified and consulted on two processes, to declare stopped road land to be Local Purpose Reserve, and to change the specified purpose of the adjoining Local Purpose Reserve. Both consultation processes ran concurrently with submissions and objections sought from 8 September 2018 to 12 October 2018.
- 4.8 Public notifications were placed in the Nelson Mail on 8 September 2018, in the Customer Service Centre at the Council offices and at the Brook Valley Holiday Park from 8 September 2018 to 12 October 2018.
- 4.9 Sixteen submissions and objections were received for the proposed change to declare the stopped road as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve.
- 4.10 Twenty three submissions and objections were received for the proposed change to the specified purpose from Local Purpose (Recreation) Reserve to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve.

- 4.11 One submitter gave no indication of support or objection to the proposals but stated they would speak to the Hearings on 1 November 2018. However the submitter did not contact Council to make an appointment to speak.
- 4.12 Eleven people requested to speak to their submissions or objections at hearings on 1 November 2018.
- 4.13 A number of submitters objected to, or submitted on, matters that are outside of the two consultation processes. For completeness these are covered in section seven of this report, together with additional information requested by the Hearings Panel.

5. Discussion

Proposal to declare stopped road Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve

- 5.1 Fifteen submissions were received by the closing date of 12 October 2018. Of these ten supported, and five objected to the proposal.

The main reasons set out by those in favour of the proposal included that it (note: officer comment on the points raised by objectors is included after their submission number in italics):

- 5.1.1 Enables Council to better manage the area as a whole (submission 19289).

Resolving to vest the land as reserve to be amalgamated into the adjoining reserve and thereby enabling completion of the road stopping process achieves integrated and appropriate management, consistent with the vision and intended uses, of the area as a whole. The Council can then proceed to consider final approval of the draft RMP and preparation of the comprehensive development plan.

- 5.1.2 Provides for a safer environment for visitors to the Brook Sanctuary and the campground (submission 19333).

See comment for 5.1.1.

- 5.1.3 Allows for the redesign of the current layout of the area to best reflect its current and potential future uses (submissions 19274, 19337).

See comment for 5.1.1.

- 5.1.4 Allows Council to proceed with preparation of a Comprehensive Development Plan as set out in the Brook Reserve Management Plan (submissions 19338, 19349).

See comment for 5.1.1.

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Note: Four submitters supported the proposal without additional commentary.

- 5.2 The main reasons set out by those who oppose the proposal included that: (note: officer comment on the points raised by objectors is included after their submission number in italics):

- 5.2.1 Keeping the road separate from the Reserve was necessary to consolidate infrastructure assets, provide for consistency of decision making and improve accessibility and use of the recreation reserve (submission 19335).

Council has previously notified and heard objections on its proposal to stop the legal road. Following the Council rejecting objections, the matter was referred to the Environment Court for decision. The Environment Court was satisfied that there was no need for the road for public use and confirmed the road stopping, provided that the Council resolved to vest the land as reserve so as to amalgamate it into the adjoining reserve.

Resolving to vest the land as reserve to be amalgamated into the adjoining reserve and thereby enabling completion of the road stopping process achieves integrated and appropriate management, consistent with the vision and intended uses, of the area as a whole.

Although the road will be legally "stopped", there will continue to be a road, and public access will be provided under the provisions of the Reserves Act 1977 applying to Local Purpose Reserve and the draft RMP. Furthermore, the draft RMP includes objectives and policies relating to public access and a Development Plan that is required (amongst other things) to provide for a redeveloped roading network.

The Brook Reservoir has been decommissioned, however there are water pipes underneath the road through the Reserve which service the reserve and up to the Sanctuary. No change to the management of this infrastructure was proposed in the consultation processes. If Council received a proposal to develop the land on the other side of the Brook Stream, then access to, and supply from Council water pipes would be considered at that time.

- 5.2.2 There was insufficient detail included in the proposal (submitter 19344).

The proposed changes and where to find more information were set out in the public notices. More detailed information, including the background and the reasons for the changes, was provided in Our Nelson and on the Council's website. It is considered that adequate information was provided to the public to enable them to understand and submit on the proposals. It

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is considered that providing any further level of detail on past council decisions and consultations would have confused, not assisted, the current processes.

- 5.2.3 Access through the reserve by vehicle is required for those members of the public who are unable to walk to the dam (submitter 19344) and two submitters raised concerns that the proposed incorporation of the road within the Reserve might restrict the public from using the road to access the Brook Sanctuary, or other land beyond the Reserve (submitters 19335, 19344).

See comment on public access and the road in 5.2.1 above.

The draft RMP includes requirements that the Development Plan provide for services and facilities required to manage, operate and service the Brook Waimarama Sanctuary, accessibility for people with disabilities and a redeveloped roading network to suit the users of the area.

- 5.2.4 "...land in front of the camp was sold to Council in the 1950's for use as a camp for all people of Nelson and that the land being between the river and the public road would not be the limitation of future development or access across the river". The submitter considered that the road stopping contravened both these understandings (submitter 19344).

This view has been raised and dealt with during previous consultation processes. The Environment Court has confirmed the road stopping subject to the land being incorporated with the reserve.

- 5.2.5 The process will allow for more commercial development of the recreation reserve and reduce public access to the area (submitters 19303, 19296, 19320).

The vesting of the stopped road land as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve so as to amalgamate it with the adjoining reserve does not in itself allow for more commercial development of the area. Any development would need to meet the requirements of the Reserves Act 1977, including that it was consistent with the specific local purpose of the reserve and the draft RMP. Under the draft RMP, the Vision for the Reserve is that:

"The Brook Recreation Reserve serves as a centre for environmental education and conservation and as a destination for camping and outdoor recreation, including appropriately-scaled and complementary commercial recreation and tourism development"

The draft RMP also includes objectives and policies relating to any commercial development. These are not changed as part of this process.

See also the comment on public access and continued use of the road in paragraph 5.2.1.

Proposal to change the classification of the Local Purpose (Recreation) Reserve to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve.

- 5.3 Twenty two submissions were received by the closing date of 12 October 2018. Of these, 10 supported the proposed change and 12 objected.

The main reasons set out by those in favour of the proposal included that:

- 5.3.1 The Brook Sanctuary provides a unique asset for Nelson with a suitable area for education and conservation close to town and the Nelson Marlborough Institute of Technology (NMIT). The proposed change will enable a closer cooperation between education providers in the Nelson area and allow for buildings or areas in the reserve to be used for educational purposes (submitter 19332).

The proposed classification, including providing for education, is aligned with, and supports, the draft RMP Vision.

- 5.3.2 The proposed change is in line with Nelson Nature 2050 (sic) and the Halo effect (submitter 19332).

The proposed classification is aligned with several of the Nelson 2060 Goals, including "Our natural environment – air, land, rivers and sea – is protected and healthy" and "Our economy thrives and contributes to a vibrant and sustainable Nelson".

The "Halo" is part of the Nelson Nature programme and is a buffer around the Brook Sanctuary to ensure that there is safe and diverse habitat for birds from the sanctuary to migrate to. The completion of the draft RMP and the Development Plan will contribute to this work.

- 5.3.3 Holding the land for the same purpose will better allow Council to manage future development of the area, generate revenue to update the current outdated facilities and promote cooperation between the Brook Sanctuary, NMIT and other education providers (submitters 19273, 19336).

The proposed classification, including providing for education, is aligned with, and supports, the draft RMP Vision.

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- 5.3.4 The proposed change is in line with the Brook Reserve Management Plan's vision and the goals of the Long Term Plan 2018-28 (submitter 19348).

Agreed.

- 5.3.5 Amending the classification will avoid any potential legal issues in relation to the Brook Reserve (submitters 19339, 19255).

Council has identified that the current specific local purpose may be ultra vires. The Council is therefore proposing to make the change under section 24A to a more legally robust specific local purpose.

- 5.3.6 The change will support a comprehensive planning approach to the future of the Brook Reserve (submitter 19348).

Completing of the road stopping process and ensuring that all the land has the same classification achieves integrated and appropriate management, consistent with the vision and intended uses, of the area as a whole. The Council can then proceed to consider final approval of the draft RMP and preparation of the comprehensive development plan.

- 5.3.7 The change in specific local purpose better provides for the appropriate management of the reserve in keeping with its intended uses (submitter 19348).

The proposed classification is aligned with, and supports, the RMP Vision and management of the reserve.

Four submitters supported the change to the specific local purpose of the reserve as proposed by Council without further reasons (19288, 19281, 19267, 19291).

Objections to the proposed change in purpose

The main reasons set out by those who objected to the proposal are set out below (note: officer comment on the points raised by objectors is included after their submission number in italics):

- 5.3.8 The camp would change and that the community and general public could be excluded. This objection noted that there is a need to keep the camp open for the needs of the community that currently reside there (submitter 19347)

The proposed change does not affect the current accessibility or use of the campground.

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The proposed change makes it clearer that camping is a specific local purpose of the reserve.

The draft RMP is not being amended by this proposal. Part of the draft RMP's Vision (quoted above) is that the reserve serve as a centre for camping (amongst other things) and the requirement that a Development Plan be developed that includes specific provision for a campground.

- 5.3.9 The camp and general area would be less accessible to the public, including the walking track around the perimeter of the predator fence (submitter 19345).

The proposed changes would not affect accessibility or access to the walking track.

- 5.3.10 The proposed change would allow for the commercialisation of the reserve at the expense of the general public and residents of the Brook (submitter 19257, 19261, 19263, 19302)

See comment in paragraph 5.2.5 above on how the change affects any potential commercial development of the Reserve.

- 5.3.11 The area would not be used for the intended purpose as when gifted to Council by Thomas Cawthron which was for use as a reserve for recreation purposes, due to potential commercial development that could be allowed under the new status (submitter 19320, 19334)

The Cawthron endowment land is not part of the Brook Reserve.

- 5.3.12 The specific purpose would enable Council to give/lease more land to the Brook Sanctuary therefore further reducing public access to the area (submitter 19283)

As noted by the submitter, the proposed change does explicitly include "conservation" as a specific local purpose and may therefore more readily accommodate activities that support the adjacent Brook Waimarama Sanctuary.

Lease of any of the Local Purpose Reserve to the Trust would continue to be subject to the requirements of the Reserves Act 1977 applying to Local Purpose Reserve. Ordinarily, there is no requirement under the Reserves Act to publicly notify an intention to grant a lease of this type, but depending on significance the Council may exercise discretion to consult. The draft RMP requires preparation of a Development Plan that includes provision for facilities and services required to manage, operate and service the Brook Waimarama Sanctuary.

See also the comment on public access and continued use of the road in paragraph 5.2.1.

- 5.3.13 Council cannot proceed lawfully with the change to the specific local purpose as the land was previously reclassified as Local Purpose (Recreation) Reserve which contravenes the Reserves Act 1977 and therefore the land should retain its prior status or classification or be classified as Recreation Reserve (submitter 19295).

The Reserve is currently classified as Local Purpose (Recreation) Reserve. The Council is able to change the specific local purpose of the reserve at any time in accordance with the requirements of section 24A of the Reserves Act 1977. The Council has identified that the current specific local purpose may be ultra vires. The Council is therefore proposing to make the change under section 24A to a more legally robust specific local purpose. To change the land to either Recreation Reserve, or to its earlier status (a mix of Recreation Reserve, legal road and freehold land) is likely to require a new consultation/objection process.

- 5.3.14 The process does not mention making changes to, or further consultation on the Adopted in Principle Brook Recreation Reserve Management Plan (submitter 19295)

Decisions about the Reserve Management Plan are not part of the current process. Refer to section nine for the proposed next steps.

Alternative suggestions for the classification of the Reserve.

- 5.4 As noted in paragraph 5.3.13 one submitter requested that the land "revert back" to Recreation Reserve, the classification of some of the land before it was changed to Local Purpose (Recreation) Reserve.

Less than 1/3 of the land was previously classified as Recreation Reserve, the balance was freehold land and legal road.

- 5.5 Another suggestion is that the land that was previously classified as Recreation Reserve "remain classified" as such, and that the balance of the land be classified as proposed, Local Purpose (Outdoor leisure, Camping, Conservation and Education).

The Council is not able to consider alternative primary classifications for the Local Purpose (Recreation) Reserve land as part of this process under section 24A of the Reserves Act 1977. Section 24A only allows the Council to change the specific local purpose of the Local Purpose Reserve.

The Council may be able to consider an alternative primary classification, such as Recreation Reserve, for the vesting of the stopped road land as part of this process under section 14 of the Reserves Act 1977.

The main advantage of a divided classification appears to be that it would meet some of the wishes of some members of the public who submitted. This would complicate the integrated management of the Reserve. The Council would also be unable to amalgamate the Recreation Reserve into the adjoining Local Purpose Reserve raising questions about meeting the condition of the Environment Court for the road stopping. There would be ongoing complications for future decision making processes, as all decisions would need to be examined under both types of reserve classification and their restrictions. There could be implications if activities straddled boundaries of the different reserve classifications.

If Council supported a divided classification for the Reserve then officers would report back on options and advantages and disadvantages for each.

Other matters raised

- 5.6 The Brook Waimarama Sanctuary raised a concern regarding access to the Sanctuary between the time when the final gazettal process is completed, and the implementation of the Development Plan. It requested that Council put in place a legal mechanism to ensure that access through the Reserve to the Sanctuary will continue until the development plan is in place.

No change to access is proposed as part of this consultation process and accordingly a legal mechanism to protect access to the Sanctuary is not considered necessary.

The draft RMP states that the Comprehensive Development Plan shall provide for "a redeveloped roading network to suit the users...providing for pedestrian, cycle, car and bus access, and emergency evacuation". Consultation with the Sanctuary and the Brook Valley Community Group (Inc) will be undertaken as part of the development of this plan.

See also the comment on public access and continued use of the road in paragraph 5.2.1.

- 5.7 Council and the Brook Waimarama Sanctuary have worked together to "unlawfully exclude members of the public from the area" and that the land was never intended to be leased for profit or private business purposes (submitter 19296).

The leasing of land to the Sanctuary is outside the scope of this consultation/objections process.

6. Process issues

- 6.1 *Difference between submissions and objections:* The question was raised by one submitter that Council should have only called for objections, instead of submissions and objections. Subsequent to the hearings

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Council has also received a letter on behalf of two of the submitters challenging that both submissions and objections were called for.

The first public notice in the Nelson Mail sought "submissions", and the notices on the Council's website and in an Our Nelson article sought submissions and objections. S(24)(2) of the RA states that:

"every person claiming to be affected by the proposed change of classification or purpose or revocation shall have a right of objection to the change or revocation, and may, at any time within 1 month after the date of the first publication of the notice of the proposal, give notice in writing of his or her objections to the proposed change..."

It is considered that the Council's request for "submissions" includes submissions in opposition/objections, neutral submissions and submissions in support.

While the Council is required to consider objections under s 24A(2) of the Reserves Act, it also has consultation and decision making requirements under the Local Government Act 2002 and the common law that require the Council to consider the views and preferences of all interested persons. Accordingly, the Council has sought the views and preferences of all members of the community who have an interest in the proposals.

7. Matters that the Hearings Panel requested further information on.

7.1 Purchase of Simpson's land:

This land was purchased in the 1950s and it is not intended to offer to sell this land back to the family.

7.2 Implications of the proposed changes on Council's water infrastructure:

One submitter proposed that Council re-examine the impact of the proposed change on waterworks pipes and protect future "unknown needs".

The Maitai pipeline does not run through the Reserve, although there is a pipeline with an easement that runs through the Simpson's property. No change has been proposed to this infrastructure.

7.3 Provision of land to Nelson Marlborough Institute of Technology for ranger training facilities:

Any proposed training facilities would need to meet the requirements of the Reserves Act 1977 and comply with the Reserve Management Plan (once finally approved).

7.4 Development of Eureka park:

The draft RMP notes that the Development Plan should provide for:

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"Walking tracks and information services for Eureka Park, developed in consultation with the promoters of that park."

The intent of the park is to celebrate the area of the Reserve that was named after the sister city agreement with Eureka City, USA, which was signed on 26 March 2004. The land incorporates many mature redwood trees and previous Council intentions were to develop the existing track incorporating family picnic and passive recreation areas.

This work can be considered, along with previous submissions on Eureka Park as the draft RMP and comprehensive development progresses.

Previous proposals for the Reserve included the location of a gondola for walkers and mountain bikers. However, the project promoters have indicated that the Maitai Valley is now considered a "better option".

8. Options

8.1 Option 1 is recommended

Option 1: Recommend to Council that:

i) The specific local purpose of the Local Purpose (Recreation) Reserve be changed to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve; and

ii) Declare the stopped road land to be Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve so as to amalgamate it into the adjoining reserve.

Advantages

- Meets the condition of the Environment Court and enables Council to finalise the road stopping and amalgamate this land into the adjoining reserve.
- Enables Council to address the ongoing legal risk associated with the current Local Purpose (Recreation) Reserve classification.
- Enables Council to consider the next steps for the adopted in principle Reserve Management Plan.

Risks and Disadvantages

- Possible risk of legal challenge if any of the submitters disagree with the Council's decision or decision making process.

Option 2: Recommend to Council that:

i) The specific local purpose of the Local Purpose (Recreation) Reserve be changed to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve; and

ii) Declare the stopped road land to be Recreation Reserve.

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Advantages	<ul style="list-style-type: none"> Partly meets the requests of some submitters.
Risks and Disadvantages	<ul style="list-style-type: none"> Complicates integrated management of the Reserve Risk that condition of the Environment Court is not met and road stopping cannot be completed. Possible risk of legal challenge by other submitters who do not support recreation reserve status for this land.
Option 3: Do nothing	
Advantages	<ul style="list-style-type: none"> No further work would be undertaken.
Risks and Disadvantages	<ul style="list-style-type: none"> Does not meet the condition of the Environment Court and prevents completion of the road stopping process. Ongoing legal risk associated with the current Local Purpose (Recreation) Reserve classification. Council unlikely to progress the final approval of the management and development plans and therefore Council will be unable to achieve the objective of integrated and appropriate management of the Reserve.

9. Next Steps

- 9.1 Following deliberations the Chair will prepare a report with recommendations to Council and this, together with a covering report from officers, will be considered by Council at its meeting of 13 December.
- 9.2 If the Council resolves to declare the stopped road as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve, then the Environment Court's condition is satisfied. Council can then proceed to complete the road stopping under the tenth schedule of the Local Government Act 1974 and amalgamate the land into the adjoining reserve.
- 9.3 If the decision is made to change the specific local purpose of the Local Purpose (Recreation) Reserve to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve then Council can place a notice in the Gazette and the change will take effect.
- 9.4 Depending on the outcome of deliberations and the decision making process to change the specific local purpose and declare the stopped road land to be reserve, it is proposed that officers come back to Council

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in the new year with a report on the final approval of the adopted in principle draft RMP.

10. Conclusion

- 10.1 Having heard submissions and objections the Hearings Panel now needs to deliberate and, through the Chair's report, make a recommendation to Council.

Author: Mark Tregurtha, Manager Strategy

Attachments

Attachment 1: Public Notice - Change to Specific Local Purpose(A2097629)

Attachment 2: Public Notice - Stopped Road to be Declared Reserve(A2097617)

Important considerations for decision making	
1. Fit with Purpose of Local Government	Approval of the Road Stopping and Classification processes will enable Council to consider the next steps for finalising the Brook Recreation Reserve Management Plan, and then the Development Plan for the Reserve. These processes contribute towards Council providing good-quality local public services.
2. Consistency with Community Outcomes and Council Policy	The recommendations in this report support the Community Outcomes of "Our unique natural environment is healthy and protected" and "Our communities have access to a range of social, educational and recreational facilities and activities".
3. Risk	Consultation has been carried out to determine the community's views on the proposals. There is a risk that the recommendations and decision making process are not supported by some stakeholders or objectors. This might result in legal action. This risk can be partly mitigated through explaining to submitters why the recommendations were made. There is also a legal risk if the current classification of Local Purpose (Recreation) Reserve remains as this classification may be ultra vires to the Reserves Act 1977.
4. Financial impact	There are no significant financial impacts from this part of the process.
5. Degree of significance and level of engagement	This matter is of low significance to most members of the public.
6. Inclusion of Māori in the decision making process	No engagement with Māori has been undertaken for this report.
7. Delegations	The Hearings Panel was delegated authority to hear and deliberate on submissions. The Chair of the Hearings Panel was delegated authority to prepare the report to Council, along with recommendations.

Item 14: Brook Reserve - change of specific local purpose and declaring stopped road to be reserve: Attachment 3



CHANGE TO SPECIFIC LOCAL PURPOSE OF RESERVE, BROOK VALLEY

Notice is given pursuant to section 24A of the Reserves Act 1977 that the Nelson City Council proposes to change the specific local purpose of the Local Purpose (Recreation) Reserve described in the schedule and detailed in green on the map below to Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve. The reason for the proposed change is to provide for the appropriate management of the reserve in keeping with its intended uses.

Please note there is a second public notice relating to the land running through the Local Purpose Reserve.

Schedule

Land Registration District	Nelson
Legal Description	Title Reference
Allotment 49 Deposited Plan 210	NL34/283
Lot 1 Deposited Plan 5496	NL133.27
Section 8 Survey Office Plan 498803	786619
Section 14 Survey Office Plan 498803	786621
Part Section 9 District of Brook Street and Maitai	53911
Section 10 Survey Office Plan 498803	791500
Section 12 Survey Office Plan 498803	786623
Section 6 Survey Office Plan 498803	786617

Total land area approximately 9.399 hectares

Any person wishing to make a submission on this proposal should do so in writing to Nelson City Council, PO Box 645, Nelson, 7040, or by email to submissions@ncc.govt.nz or through the Nelson City Council website at www.nelson.govt.nz/council/consultations/consultations/ from 10 September 2018.

Submissions must be received no later than 5pm on 12 October 2018.



A2097629

A2237459

Item 14: Brook Reserve - change of specific local purpose and declaring stopped road to be reserve: Attachment 3



LAND TO BE DECLARED RESERVE, BROOK VALLEY

Notice is given under section 14 of the Reserves Act 1977 that the Nelson City Council intends to resolve to declare the land described in the schedule and shown as purple on the plan below, to be reserve to be held as Local Purpose (Outdoor Leisure, Camping, Conservation and Education) Reserve, so as to amalgamate it into the adjoining Local Purpose Reserve.

Please note there is a second public notice relating to the adjoining Local Purpose Reserve.

Schedule

Land registration District Nelson

7173m² adjoining or passing through the land contained in the legal descriptions below and as shown on SO Plan 498803:

Legal Description	Title Reference
Allotment 49 Deposited Plan 210	NL34/283
Lot 1 Deposited Plan 5496	NL133.27
Section 8 Survey Office Plan 498803	786619
Part Section 9 District of Brook Street and Maitai	53911
Section 10 Survey Office Plan 498803	791500
Section 12 Survey Office Plan 498803	786623
Section 6 Survey Office Plan 498803	786617

A copy of SO Plan 498803 can be viewed at the Council Office, 110 Trafalgar Street during normal office hours.

Any person wishing to make a submission on this proposal should do so in writing to Nelson City Council, PO Box 645, Nelson, 7040, or by email to submissions@ncc.govt.nz or through the Nelson City Council website at www.nelson.govt.nz/council/consultations/consultations/ from 10 September 2018.

Submissions must be received no later than 5pm on 12 October 2018.



A2097617

A2237459