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**MINUTES**  
of the  
**JOINT NELSON TASMAN REGIONAL TRANSPORT  
COMMITTEE MEETING**  
**Komiti Te Kawenga Rohe o Tasman**  
held  
**2.07 pm, Friday, 10 February 2023**  
at  
**Council Chambers, Tasman District Council, 189 Queen  
Street, Richmond**

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**Present:** **Tasman District Council:** Deputy Mayor S Bryant (Chair), Councillors C Butler (alternate), B Dowler and J Ellis (alternate)

**Nelson City Council:** Mayor N Smith and Deputy Mayor R O'Neill-Stevens, Councillors M Courtney (alternate) and J Hodgson (alternate)

**Waka Kotahi:** Director Regional Relationships, Greater Wellington and Top of the South (E Speight)

**In Attendance:** **Tasman District Council:** Activity Planning Manager (D Fletcher), Transportation Manager (J McPherson), Transportation Planning Officer (J Murray), Team Leader – Democracy Services (E Stephenson) and Executive Assistant (G Drummond)

**Nelson City Council:** Manager – Transport and Solid Waste (M Parfitt), Team Leader – Transport Activity Management (D Bryant), Transport Planner (S McAuley) and Transport Planner (W Rice)

**Part Attendance:**

**Absent:**

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## 1 OPENING, WELCOME

The Chair opened the meeting and invited Tasman District Council Activity Planning Manager, Dwayne Fletcher, to offer the opening karakia.

## 2 APOLOGIES AND LEAVE OF ABSENCE

Nil

## 3 PUBLIC FORUM

Nil

## 4 DECLARATIONS OF INTEREST

Nil

## 5 CONFIRMATION OF MINUTES

Councillor Hodgson requested that the minutes of the 2 December 2022 meeting be corrected to show that he was an apology for lateness, not absence, and that he had attended the meeting.

**Moved Mayor Smith/Hodgson**

**TRTC23-02-1**

**That the amended minutes of the Joint Nelson Tasman Regional Transport Committee meeting held on Friday, 2 December 2022, be confirmed as a true and correct record of the meeting.**

**CARRIED**

## 6 PRESENTATIONS

### 6.1 Waka Kotahi (NZTA) Update

Waka Kotahi Director Regional Relationships, Greater Wellington and Top of the South, Emma Speight, provided a PowerPoint presentation, questions and discussion included:

- National Land Transport Programme (NTLP) activity classes – Waka Kotahi was unlikely to have funding available for any new projects
- Motorcycling safety events – attendance was encouraged
- National Ticketing Solution – a contract had been signed with Cubic Transport Systems. Team Leader – Transport Activity Management, Drew Bryant, clarified that the Bee card would continue to be used until the national system was implemented in the region, which was scheduled for 2026, and that the system did have concessions functionality
- Driver Licensing Improvement Programme – In response to a question, Ms Speight agreed to check whether there was any impediment to testing in Richmond

- A motion to acknowledge the exemplary repair work on State Highway 6 (SH6) was agreed.
- Nelson Future Access Business Case - no funding was currently available in the cycling and walking activity class, Waka Kotahi was still preparing a funding application, it wanted to investigate engineering options for a sea wall
- Bisley Avenue / Tahunanui Drive southbound lane reinstatement proposal – work was still ongoing and was expected to be completed in March. Ms Speight would provide a future update to the Committee once work on the proposal was complete
- Rocks Road funding proposal – In response to a question, Ms Speight said that Waka Kotahi would value support from both councils on the components of the proposal. She confirmed that this project was still a priority for Waka Kotahi and the region, as soon as funding became available in that activity class
- Pedestrian refuge facilities – installation would be after Easter, following limited public engagement, and when Waka Kotahi had sufficient capacity
- SH6 vegetation control - options were being considered to reduce ongoing maintenance costs. In response to a comment that soft options would be preferable to many members of the public, Ms Speight acknowledged that there were tradeoffs with the hard and soft options, which needed to be focused on whole-of-life costs
- Richmond Programme Business Case – a review of the Hope Bypass designation must be undertaken this year
- Hope Bypass – commencement of construction was scheduled for 2033. in response to concerns expressed regarding the level of congestion and traffic pressure around SH6, Ms Speight noted that interim plans for road improvements for vehicular traffic were in the short to medium term business case
- Richmond West Population Growth Pressures – it was suggested that population growth and school transport were contributing factors and Ms Speight said she would check with planners regarding the timing for the construction of the proposed school at Berryfields. It was suggested that any construction should be looked at through both a transport lens and an education lens.
- It was suggested that some issues in that area were a result of increased development further out, and that the amalgamation of some schools by the MoE would also increase traffic, this was a complicated situation and would not necessarily be solved by bringing forward construction of the Berryfields School
- Regional Speed and Safety – an interim plan had been released, feedback from consultation was being considered and an update would be provided in the next few months. Ms Speight clarified that some schools already had speed zones. She noted that capacity was an issue and that Waka Kotahi was hoping to roll school zones out nationally and if this did not occur in the interim plan, it would be included in the full Speed Management Plan
- In response to questions, Ms Speight agreed to check on, and provide responses regarding:
  - why Auckland Point School on Haven Road did not have a school zone
  - whether the introduction of a variable speed at Ellis Street intersection with SH6 for Brightwater School was still being considered and whether the delineation would include the intersection
  - timing for a review of SH6 Wakefield South, noting that the full Speed Management Plan would include all state highways and would be part of a full

consultation process this year

- SH60 Waitapu Bridge, Tākaka – there had been reduced problems with freedom campers, the site had been removed from the freedom camping website, work would continue on possible further measures
- SH60 High St Motueka – remedial works were completed before Christmas, this area was working much more effectively.
- Low cost / low risk infrastructure:
  - SH6 Whakatū Drive work was continuing on the shared use path upgrade
  - SH60 school bus safety issues - concerns had been raised by the community regarding children crossing the road when getting off buses, Waka Kotahi was working on signage. In response to a question regarding how broad the risk assessment was e.g., would it include the degree of risk for children having to wait beside deep ditches? Ms Speight noted that there were a number of sites with issues and that she would report back to the Committee on the question of which options would be looked at for specific sites. It was also noted that the issue of school children having to use the Ruby Bay underpass, which regularly filled with water, had been previously raised several times
  - SH60 Shoulder widening – construction was planned for late summer/early autumn, the aim was consistency across the region
- Reseal road closures/works – Ms Speight provided an update on upcoming works across Nelson and Tasman
- A request was made to keep the timing of night work closures at 9.00pm, rather than 8.00pm, as this made things easier for the community and in response, Ms Speight said that she would work with the team on the timing
- A clash was noted on 18 March 2023, with SH6 work on Tahunanui road sealing and the Opera in the Park event taking place and Waka Kotahi was asked to work with contractors to minimise disruption
- Impact of road sealing work - Ms Speight advised that contractors would give notice to affected properties as part of the process
- SH6 Newton Bridge – a four day full closure was likely in March or April, engagement would take place once methodology was confirmed
- SH60 Tākaka Hill, further night closures will be required, notification will be provided.

### **Moved Mayor Smith/Deputy Mayor Bryant**

**TRTC23-02-2**

### **That the Joint Nelson Tasman Regional Transport Committee**

- 1. congratulates and thanks Waka Kotahi, its contractors and the Road Works Team on the efficient and effective completion of emergency and resilience works done on State Highway 6 between Atawhai and Rai Valley and particularly for completing the works within seven weeks prior to Christmas and the holiday season.**

**CARRIED**

## 7 REPORTS

### 7.1 Proposed Revisions to Committee Terms of Reference

Tasman District Council Activity Planning Manager, Dwayne Fletcher, spoke to the report, which was to formalise discussion requesting changes to the Committee's Terms of reference. He highlighted the rationale for the three main elements of the changes.

Questions and discussion included:

- Anything over the Committee's delegations would go to both Councils
- Both council bodies would be kept informed of progress on the joint plans
- A request for nominations had been made to the Iwi Chairs for the non-voting Te Tau Ihu representative – Tasman District Council would lead the process and keep Nelson City Council informed
- The need to keep the different sector organisations informed and engaged with the work of the Committee was highlighted – staff were asked to contact groups and organise a 15 minute sector group presentation at each Committee meeting.

Mr Fletcher noted that a clause had been added to the motion to delegate authority to the Chairperson for minor amendments to the Terms of Reference prior to submission to both councils.

Minutes note: The name of the Joint Council Committee was subsequently corrected to reflect the official name of the Joint Committee of Nelson City and Tasman District Councils.

#### **Moved Councillor Dowler/Mayor Smith**

**TRTC23-02-3**

**That the Joint Nelson Tasman Regional Transport Committee:**

- 1. receives the Proposed Revisions to Committee Terms of Reference report RTRTC23-02-2;**
- 2. requests that Nelson City Council and Tasman District Council approves an updated Terms of Reference (Attachment 1 of the agenda report) for the Joint Nelson Tasman Regional Transport Committee and as required, an updated Terms of Reference for the Joint Committee of Nelson City and Tasman District Councils, to:**
  - (a) include a non-voting Te Tau Ihu Iwi representative within the Joint Nelson Tasman Regional Transport Committee;**
  - (b) have the Joint Nelson Tasman Regional Transport Committee make its recommendations to the Joint Committee of Nelson City and Tasman District Councils, rather than to each Council separately, for the:**
    - i. Joint Regional Transport Management Plan;**
    - ii. Joint Regional Public Transport Plan; and**
    - iii. Joint Speed Management Plan; and**
  - (c) have the Joint Nelson Tasman Regional Transport Committee:**
    - i. provide governance oversight of public transport planning and operations including the authority to make decisions and approve policies that support operations; and**

- ii. **make recommendations for matters outside of its delegations for public transport to the Joint Committee of Nelson City and Tasman District Councils, rather than to each Council separately, except for budget changes; and**
3. **authorises the Chair of the Joint Nelson Tasman Regional Land Transport Committee to make minor amendments to the proposed Terms of Reference in Attachment 1 of the agenda report before it is submitted to Tasman District and Nelson City Councils for approval.**

## **CARRIED**

### **7.2 Public Transport Update**

Nelson City Council Manager - Transport and Solid Waste, Marg Parfitt, and Team Leader Transport Activity Management, Drew Bryant, presented the report. Ms Parfitt highlighted the following points:

- Public transport patronage was encouraging, and had been higher in November and December 2022 than any previous periods
- Half price fares were a contributing factor to increased patronage, the fare reduction had been further extended to 30 June 2023, this meant that Community Collect would be delayed as a result
- New bus contract implementation – progress was being made on branding and work was progressing on the interim bus hub in Nelson in preparation for the July launch
- The Stoke hub was proving more challenging and staff were working hard on a solution. The worst case scenario could mean a delay to that part of the change service. There was an issue regarding contract buses splitting in Stoke being able to manoeuvre around a corner and if this was not resolved by July 2023, this service would have to be delayed to the future
- Some speed bumps required alteration for the Airport bus, this was a work in progress and would be ready by 1 July 2023.

Questions and discussion included:

- Confirmation that buses would retain Wi-Fi provision
- **Managing the transition to the new services:**
  - A concern was expressed regarding a clash with the timing of the new service commencing on 1 July 2023, being the same day that the half price fares subsidy ceased
  - It was noted that staff did not foresee the extension of the half fare national subsidy, and that planning had been underway for months on the implementation of the new services. The new services would be vastly improved and it was suggested that communication would have to be framed well
  - This was the third time that the half price fares subsidy had been extended, there was a possibility it might be further extended
  - Work on options on how the transition could be alternatively managed was suggested, including a special case for Nelson Tasman to lessen confusion
  - It was noted that the reason that the fares policy was brought to this meeting,

was to allow time for seamless roll out, and that the Committee could approve the permanent enduring fare structure and staff could consider the question of the transition at a subsequent meeting

- The new fare structure would need to be loaded in April/May 2023
- A typographical error was noted on page 47 of the fare structure, and it was clarified that this could be corrected by the minor amendment delegation to the Chair
- It was clarified that one of the changes to the terms of reference was to allow the Committee to make recommendations within budget to the Joint Committee, if not within budget, Committee recommendations would go to each council
- It was noted that the new service fares would not be significantly higher.
- **Branding:**
  - Staff were seeking indication that this was the right direction for an overall shared, wider transport brand, including for the Regional Public and Land Transport Plans and for key messaging to the community. A branding decision was not required today
  - It was clarified that, once the terms of reference changes had been approved by both councils, high level branding decisions would be made by the Committee
  - Buses would start to arrive in April 2023, and graphics would need to be applied shortly after that
  - Discussion took place on further opportunities for governance input to public transport implementation and branding and a two-hour briefing or workshop was requested prior to the next Committee meeting
  - It was noted that the absence of Waka Kotahi logos was deliberate as the branding related to the two councils, and would apply to things that did not involve Waka Kotahi, however the brand was supported by Waka Kotahi
  - A concern was raised that the decision on the branding which would extend to all elements of transport had been made by staff and this should have been a governance decision
  - It was noted that the direction staff had followed was not without governance oversight, however no formal resolution had been made regarding direction
  - A further report providing options was suggested.
- **Advertising Guidelines:**
  - Staff had taken governance feedback and formed the Advertising Guidelines, which were based on guidelines used by Environment Canterbury
  - Discussion took place on political advertising and it was pointed out that this had been excluded because of the possibility of the perception that the two councils were endorsing a person or party and there was a need to be seen as apolitical
  - An opinion was expressed that the normal code of advertising standards would suffice and that attack on any political party or person should be prohibited but that promotion of a party or person was acceptable
  - It was suggested that the guidelines required more work and should be discussed at a workshop prior to the next meeting, where the matter would be brought back before the Committee
  - Accordingly, Clause 3 of the recommendation, relating to approval of the Guidelines, was removed and clause 4 was amended to remove mention of the Guidelines
  - It was clarified that after the changes to the Terms of Reference were adopted,

operational policy decisions within budget could be made by the Committee

**Moved Councillor Dowler/O'Neill-Stevens**

**TRTC23-02-4**

**That the Joint Nelson Tasman Regional Transport Committee:**

- 1. receives the Public Transport Update report RTRTC23-02-3; and**
- 2. recommends to the Nelson City and Tasman District Councils that they approve the Public Transport Fares and Pricing Policy, attached as Attachment 2 to the agenda report;**
- 4. authorises the Joint Nelson Tasman Regional Transport Committee Chair to approve minor changes and corrections to the Public Transport Fares and Pricing Policy before it is submitted to Nelson City and Tasman District Councils; and**
- 5. notes the public transport branding work will continue considering feedback from the Committee and pending engagement with iwi.**

**CARRIED**

Mr Fletcher offered the closing karakia.

The meeting concluded at 4.23pm.

Confirmed as a correct record of proceedings by resolution on 4 May 2023

**NTRTC23-05-5**

That the minutes of the Joint Nelson Tasman Regional Transport Committee meeting held on Friday, 10 February 2023, be confirmed as a true and correct record of the meeting.