

Notice is given that an ordinary meeting of the Joint Nelson Tasman Regional Transport Committee will be held on:

Date: Friday 11 August 2023
Time: 1.00 pm
Meeting Room: Tasman Council Chamber
Venue: 189 Queen Street, Richmond
Zoom conference link: <https://us02web.zoom.us/j/84083056097?pwd=V0JLTHA3Tnl1Q0lIQ3grY2YrN051Zz09>
Meeting ID: 840 8305 6097
Meeting Passcode: 496668

Joint Nelson Tasman Regional Transport Committee

Komiti Te Kawenga Rohe o Nelson Tasman

AGENDA

MEMBERSHIP

	Chairperson	Deputy Chairperson
	Deputy Mayor S Bryant (Tasman District Council)	Mayor N Smith (Nelson City Council)
Members	Cr B Dowler (Tasman District Council)	Deputy Mayor R O'Neill-Stevens (Nelson City Council)
Waka Kotahi	Ms E Speight	
Alternate Members	Cr C Butler (Tasman District Council)	Cr M Courtney (Nelson City Council)
	Cr J Ellis (Tasman District Council)	Cr J Hodgson (Nelson City Council)

(Quorum 3 members)

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AGENDA

1 OPENING, WELCOME, KARAKIA TIMATANGA

2 APOLOGIES AND LEAVE OF ABSENCE

An apology has been received from Nelson City Council Mayor N Smith.

Recommendation

That an apology be accepted from Mayor N Smith.

3 DECLARATIONS OF INTEREST

4 PUBLIC FORUM

5 CONFIRMATION OF MINUTES

That the minutes of the Joint Nelson Tasman Regional Transport Committee meeting held on Friday, 5 May 2023, be confirmed as a true and correct record of the meeting.

That the confidential minutes of the Joint Nelson Tasman Regional Transport Committee meeting held on Friday, 5 May 2023, be confirmed as a true and correct record of the meeting.

6 PRESENTATIONS

6.1 Waka Kotahi Update 4

7 REPORTS

7.1 Proposed Regional Land Transport Plan Changes August 2023..... 5

7.2 Public Transport..... 13

8 CONFIDENTIAL SESSION

8.1 Procedural motion to exclude the public..... 27

8.2 Public Transport Services Contract Updates..... 27

7 KARAKIA WHAKAMUTUNGA (CLOSING)

6 PRESENTATIONS

6.1 WAKA KOTAHI UPDATE

Report To:	Joint Nelson Tasman Regional Transport Committee
Meeting Date:	11 August 2023
Report Author:	Elaine Stephenson, Team Leader - Democracy Services
Report Authorisers:	
Report Number:	RNTRTC23-08-1

1. Presentation / Whakatakotoranga

Ms Emma Speight, Waka Kotahi Director Regional Relationships, Greater Wellington and Top of the South, will provide an update.

2. Attachments / Tuhinga tāpiri

Nil

7 REPORTS

7.1 PROPOSED REGIONAL LAND TRANSPORT PLAN CHANGES AUGUST 2023

Report To:	Joint Nelson Tasman Regional Transport Committee
Meeting Date:	11 August 2023
Report Author:	Jane Murray, Transportation Planning Advisor; Dwayne Fletcher, Strategic Policy Manager
Report Authorisers:	Dwayne Fletcher, Strategic Policy Manager
Report Number:	RNTRTC23-08-2

1. Purpose of Report

- 1.1 To seek the Committee's recommendation to the Joint Committee of Nelson City and Tasman District (Joint Councils Committee) to vary the Te Tau Ihu Regional Land Transport Plan (RLTP). The variations are to include new projects in the RLTP, enabling Waka Kotahi to give them funding consideration.

2. Report Summary

- 2.1 The three variations sought relate to two safety projects on SH60 between Harley Road to Maisey Road, and to Nelson City Council's new bus interchange at Millers Acre.

Project 1 - SH60 Harley Road to Mapua Drive Median Barrier

- 2.2 A 5 km section of SH60 from Harley Road to Tasman View Road has been selected for installation of a median barrier. A section of SH60 from Tasman View Road to Mapua Drive will be improved and a wide centreline installed. This work is likely to start under the current National Land Transport Plan 2021 and continue into the new National Land Transport Plan, to be established in 2024. The cost of the project is estimated at \$3m.

Project 2 - SH60 Mapua Drive to Maisey Road Widening and Safety

- 2.2 Maintenance activities are planned from Mapua Drive to Maisey Road over the 2023/24 summer. Waka Kotahi wants to take this opportunity to improve the safety of the corridor by widening it, implementing a wide centreline, and potentially upgrading the side barrier.
- 1.3 The cost of the extra safety work is estimated at \$3m.

Project 3 – New Nelson City Centre Bus Interchange

- 2.3 A new bus interchange in the Nelson City Centre at Millars Acre carpark is the preferred site to support the new bus services and future planned improvements over time. The cost of this project is expected to be \$5 million, an increase of \$3m.

3. Recommendation

That the Joint Nelson Tasman Regional Transport Committee

- 1. receives the Proposed Regional Land Transport Plan Changes August 2023 report RNTRTC23-08-2; and**
- 2. recommends to the Joint Committee of Tasman District and Nelson City that it approve variations to the Te Tau Ihu Regional Land Transport Plan to include the following projects, starting in 2023/24:**
 - a) State Highway 60 Harley Road to Mapua Drive Median Barrier \$3m; and**
 - b) State Highway 60 Mapua Drive to Maisey Road Widening and Safety \$3m; and**
 - c) Nelson City Centre Bus Interchange as a significant project, \$5m (increase of \$3m).**

Background and Discussion

State Highway 60 Safety Improvements

- 3.1 Weather events over the 2022/23 summer disrupted planned and future construction activities in the North Island. It is possible that the same disruptions will occur again in the same or different regions. To mitigate the impact of weather and unforeseen events, the Road to Zero programme has chosen to increase the number of projects under design in any given region; and in particular advance projects to construction in the South Island.
- 3.2 The SH60 corridor was chosen for acceleration based on three specific criteria:
 - 3.2.1 the death and serious injury (DSI) history and benefits realised from installing safety treatments;
 - 3.2.2 sections of corridor are available that can receive safety treatments without affecting residents; and
 - 3.2.3 planned network outcome contract chipseal/rehab locations over the 2023/24 summer provide the opportunity to combine work, minimise network disruption and reduce overall infrastructure delivery cost.
- 3.3 These criteria accompany longer term planning underway to continue the roll out of safety treatments along the wider corridor.
- 3.4 Between Harley Road and Tasman View Road, Waka Kotahi intends to install a median barrier, as signalled previously, and as planned for in last summer's reseal/repaint of the wide median.
- 3.5 Between Tasman View Road and Mapua Drive, Waka Kotahi intends to continue delivery of the wide centreline in preparation for future median barrier installation.
- 3.6 The corridor between Tasman View Road and Maisey Road is complex. Waka Kotahi is investigating options and will be talking to the Council, iwi, residents and road users before determining what changes may be made to improve safety. Some shoulder widening activities may be undertaken over the 2023/24 summer in conjunction with planned maintenance works to reduce infrastructure costs and minimise overall long term disruption. The side barrier may be upgraded at the same time.

Nelson City Bus Interchange

- 3.7 In 2020, consultants undertook an options assessment to determine the location of a new City Centre interchange to cater for the eBus services. The options assessment looked at several different locations around the city centre and assessed them against investment outcomes.
- 3.8 Based on the options assessment, the preferred option was a new interchange using a significant section of the Millars Acre carpark. The design included sheltered bus bays and using part of the building for a waiting room.
- 3.9 In September 2021, NCC and TDC awarded the bus services contract. Officers were able to discuss the with the new bus services operator and modify the concept design based on operational feedback. In addition, new NCC elected members wanted the scope of the project to expand to include interregional bus services as well as local bus services.
- 3.10 NCC has also recently purchased the adjoining site that will be used to provide carparking as part of the wider hub development.

- 3.11 The NCC 2021-31 Long Term Plan included a project in Low Cost, Low Risk funding category to modify Millers Acre, but the proposed changes will exceed the \$2M budget for the project to be included in the Low Cost, Low Risk funding category.

4. Analysis and Advice

State Highway 60 Improvements

- 4.1 Planned safety treatments for the corridor comprise wide centreline and median barrier treatments. These will be accompanied by new right turn bays on certain intersections.
- 4.2 All existing intersections will remain open. The median barrier will not be placed across intersections from Harley Road to Maisey Road.
- 4.3 There are only two accessways off the State Highway between Harley Road and Mapua Drive. One is access to a forestry block, the other a maintenance storage bay. Barrier breaks will be provided in these locations. No residents are affected.
- 4.4 There are accessways between Trafalgar Road and Bronte Road East (SH60 Mapua Drive to Maisey Road). Consultation is required with these landowners on safety treatment options.
- 4.5 There is one accessway between Stringer Road and Maisey Road. Consultation is required with this landowner on safety treatment options.

Nelson City Bus Interchange

- 4.6 Officers have undertaken work on the temporary Bridge Street City Centre Interchange to enable it to be used until the Millers Acre interchange is constructed and functioning.
- 4.7 The Bridge Street interchange is not the long-term location as it does not have the capacity to cater for additional buses that are planned in the future, nor any inter-regional buses.
- 4.8 NCC officers and consultants are completing a business case to support an application to Waka Kotahi for funding for the project.
- 4.9 Because the new Millers Acre bus interchange is now likely to exceed \$2M, the project needs to be identified in the RLTP as a 'Significant Activity' to be eligible for Waka Kotahi co-funding.
- 4.10 The work that will be undertaken in this financial year (2023/24) is likely to be pre-implementation. This will include investigation, design and consenting. The implementation (construction) will likely fall in the 2024/25 financial year. The cost to undertake the pre-implementation phase is assessed to be \$356,000
- 4.11 NCC officers recommend that RTC approve the inclusion of \$356,000 into the RLTP 2021-31 for pre-implementation works on the Nelson City Centre Millers Acre Interchange.

5. Options

5.1 The options are outlined in the following table:

Option 1: Recommend approval of all projects for inclusion in the RLTP 2021-31	
Advantages	<p>SH60 safety improvements:</p> <ul style="list-style-type: none"> Physical separation of traffic lanes and reduction in DSIs in location where residents are not affected. Improved separation between traffic lanes without affecting access. <p>NCC interchange:</p> <ul style="list-style-type: none"> Progress the Nelson City Centre interchange
Risks and Disadvantages	<p>SH60 safety improvements:</p> <ul style="list-style-type: none"> No material disadvantages. Access issues will be worked through the design. <p>NCC interchange:</p> <ul style="list-style-type: none"> No material disadvantages.
Option 2: Recommend approval of some of the projects for inclusion in the RLTP 2021-31	
See the advantages and disadvantages for each of the projects above and below.	
Option 3: Do not recommend any projects for inclusion in the RLTP 2021-31	
Advantages	<p>SH60 safety improvements:</p> <ul style="list-style-type: none"> No material advantages. <p>NCC interchange:</p> <ul style="list-style-type: none"> Use city centre interchange funding for something else.
Disadvantages	<p>SH60 safety improvements:</p> <ul style="list-style-type: none"> Miss important opportunity to improve safety on local State Highway network. Potential for speed limit to be lowered in the future as alternative to improve safety. <p>NCC interchange:</p>

	<ul style="list-style-type: none"> • Delay the Nelson city centre interchange by one year. • No opportunity for Waka Kotahi co-funding for the interchange.
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5.2 Option 1 is recommended. This is the pragmatic balance of safety treatments for the corridor in its current state and allows progression of the new interchange.

Considerations for Decision Making

1. Consistency with Community Outcomes and Council Policy/Legal requirements

All projects align and support addressing the key issues in the RLTP 2021-31.

No legal input required or sought.

The Joint RTC only has the power to recommend variations to the joint RLTP under sections 18D and 18B of the Land Transport Act 2003. In this case, the two councils have delegated authority for final approval to the Joint Councils Committee.

2. Strategy and Risks

Project 1

2.1 Risks pertaining to delivery of Project 1 are considered minor. The wide centreline is already painted on a majority of the corridor in preparation for installation of the median barrier. Continuation of the wide centreline to Mapua Drive requires minor shoulder widening on corners and changes to the side barrier. An informal road (land that is not road reserve) does intersect with the State Highway. This piece of land is owned by Waka Kotahi and should this intersection be made left in and left out, the recommendation is that Waka Kotahi consult with affected communities that currently use this informal section of Stagecoach Road.

Project 2

2.2 Risks are higher due to both the presence of accessways as well as the nature of the works causing some level of disruption. The network outcome contract will be undertaking planned maintenance work between Mapua Drive to Maisey Road and Waka Kotahi will seek to undertake associated works at the same time to minimize future disruptions.

Project 3

2.3 Most of the risks associated with Millars Acre are associated with interest in public transport or loss of parking. NCC officers have already had conversations with the highest impacted businesses surrounding Millars Acre. The purchase of the communications property on Halifax Street, is a significant step in reducing some of the risks around parking.

3. Financial impact/Budgetary implications

Waka Kotahi proposes to spend up to \$6 million on two projects physical works within the region. This spending is funded via the Road to Zero Activity Class.

Nelson City Council has budgeted for the 'local share' portion of the pre-implementation work. Inclusion of the project in the RLTP 2021-31 will allow Nelson City Council to apply for co-funding from Waka Kotahi.

4. Degree of significance and level of engagement

Consultation on RLTP changes must be undertaken if a variation to the RLTP is 'significant' (s.18D(5) of the Act). What is 'significant' is determined by the Significance Policy adopted by the previous RTCs and included as Appendix D of the current RLTP. There are three variations being sought in this report. None of the variations exceed \$5m, or trigger one of the other reasons for being considered 'significant' under that policy. Consequently, the RTC can recommend the proposed changes for approval without first publicly consulting on them.

Installation of a median barrier is a standard highway activity to improve road user safety. This activity is being undertaken in a location where residents are not affected.

Waka Kotahi will place a single Communications and Engagement team across both projects for continuity in messaging. This team will support stakeholder engagement, prepare communications and ensure road users/residents are aware of any corridor activities.

There will be a medium level of interest in reduction of parking at Millers Acre. NCC officers have already undertaken one-on-one conversations with key businesses surrounding Millars Acre carpark. Some of their feedback has already been incorporated into the current concept design. NCC will use the normal communication and engagement processes for a project of this significance as the project progresses.

5. Climate Impact

Changes are being made to swales/drainage design in places to better manage heavier rainfall and reduce existing soil runoff seen on occasion into existing drains.

Nelson city centre is a key public transport destination with all routes using the interchange. The new interchange is vital to support Nelson and Tasman's aspirations to increase patronage on bus services, connection with other modes of transport and making the services user-friendly.

6. Inclusion of Māori in the decision making process

Iwi engagement will be undertaken as part of design and consent activities for works planned between Tasman View Road and Maisey Road.

6. Conclusion and Next Steps

- 7.1 This report seeks the committee's recommendation to vary the RLTP 2021-31 to incorporate projects (or project changes changes) that Waka Kotahi and Nelson City Council would like

to start in the current financial year. Without the variations to the RLTP, these projects cannot be considered for funding by Waka Kotahi.

7.2 If the variations are approved by the Joint Council committee and the projects are approved for funding by Waka Kotahi:

- Waka Kotahi will proceed with the design and implementation of the safety improvements on SH60; and
- Nelson City Council will start the design for the interchange once the business case is completed.

7. Attachments

Nil

7.2 PUBLIC TRANSPORT

Report To:	Joint Nelson Tasman Regional Transport Committee
Meeting Date:	11 August 2023
Report Author:	Drew Bryant, Team Leader Transport Activity Management (Nelson City Council), Jane Murray, Transportation Planning Advisor (Tasman District Council)
Report Authorisers:	Dwayne Fletcher, Strategic Policy Manager
Report Number:	RNTRTC23-08-3

1. Purpose of Report

- 1.1 This report provides the Joint Nelson Tasman Regional Transport Committee (JNTRTC) with an update on current public transport activities and seeks approval for temporary changes to public transport fares and minor revisions to the Advertising Guidelines.

2. Report Summary

- 2.1 NBus services have improved in patronage over the last financial year with routes 1 and 2 continuing to have the highest usage.
- 2.2 The new eBus service was launched on 1 August 2023 following considerable work by officers from both Nelson City Council and Tasman District Council (councils) to make the necessary infrastructure and operational changes required to have the service running.
- 2.3 Community transport services to Motueka and Wakefield will be changing in response to the eBus routes. Officers are working with existing transport providers for services in Tasman and seeking transport providers for service in Nelson.
- 2.4 Government-initiated reductions in public transport fares for children and youth means that councils will need to make changes to the approved fare policy and to seek retrospective approval to fares for 1 July to 31 July 2023.
- 2.5 Officers have proposed minor changes to the advertising guidelines for approval to provide guidance on the types of advertising that should be excluded from public transport services and infrastructure.

3. Recommendation

That the Joint Nelson Tasman Regional Transport Committee:

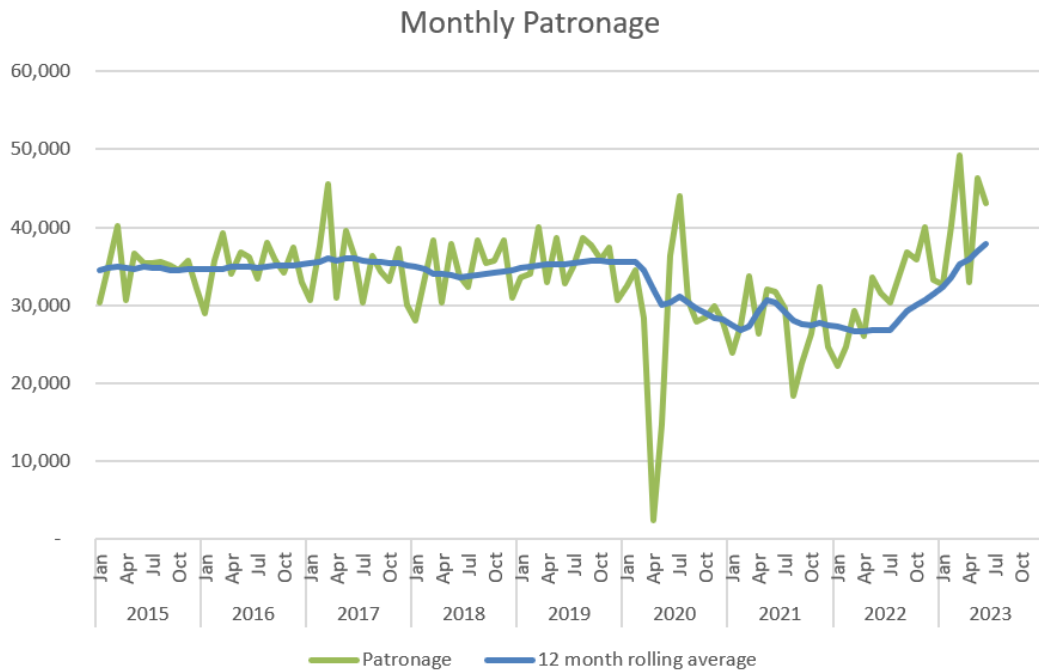
- 1. receives the Public Transport report RNTRTC23-08-3; and**
- 2. approves retrospectively the half-price NBus fares from 1 July to 31 July 2023 noting that this attracts an additional cost of around \$50,000 split between Nelson City Council and Tasman District Council (77%/23% split); and**
- 3. recommends that Nelson City Council approves increasing the public transport budgets by \$38,500 to cover the half-price NBus fares from 1 July to 31 July 2023; and**
- 4. notes that Tasman District Council staff consider that the \$11,500 can be absorbed within existing budgets; and**

- 5. approves a variation to the Fares Policy to incorporate central government four year fare reduction initiatives for children and youth nothing that the cost will be fully funded by Waka Kotahi; and**
- 6. notes the initiatives by Tasman District Council to progress Community Transport Services; and**
- 7. notes the changes to the Transport Advertising Guidelines in Attachment 1 to the agenda report.**

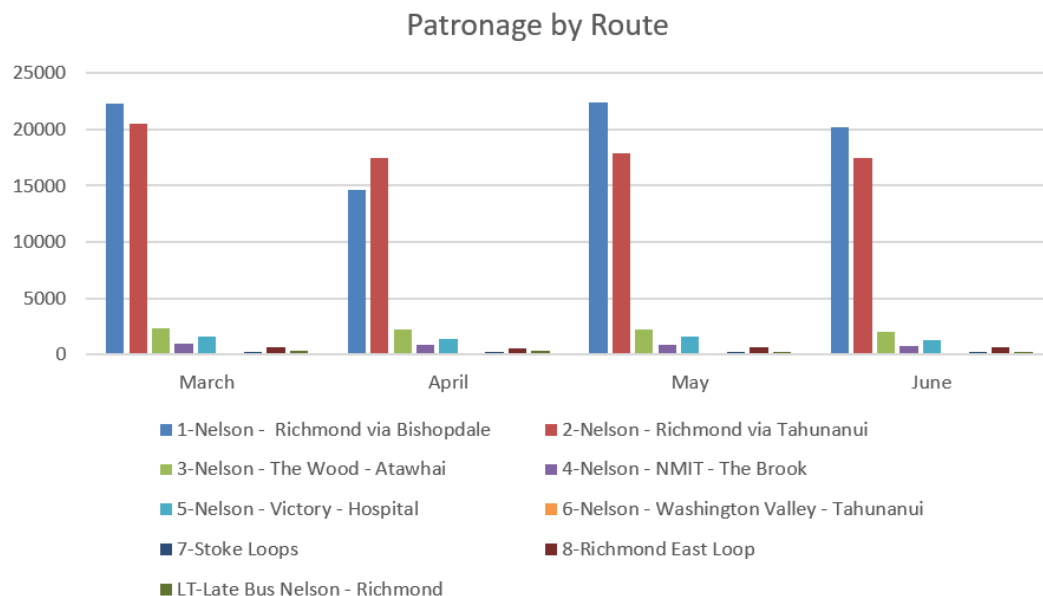
4. Background and Discussion

NBus Patronage

4.1 Patronage across the network continues to be strong as shown in the figure below.



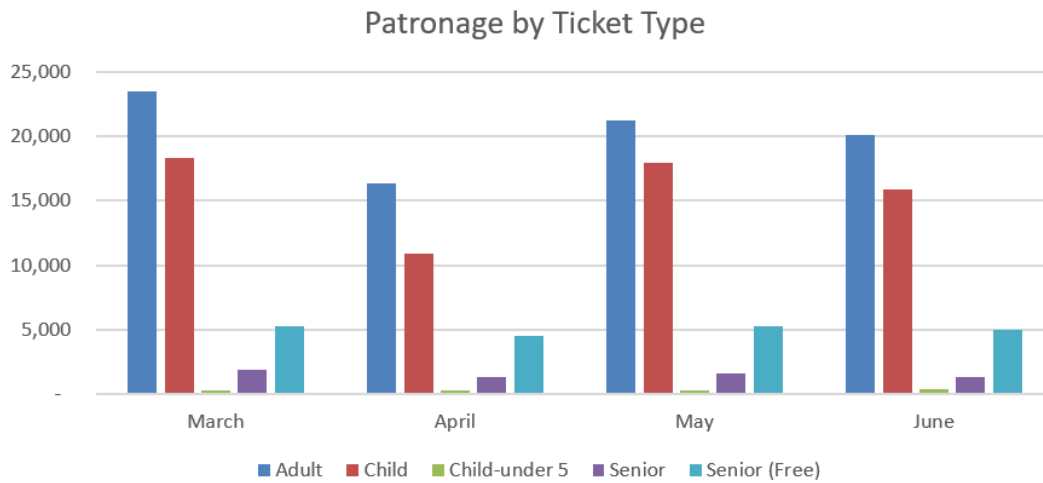
4.2 March, May and June patronage were over 20% above pre-Covid levels. April was still above pre-Covid levels, but a wet month combined with holidays did not achieve the same level of patronage as other months. Nelson-Tasman are still leading the country in post-Covid public transport patronage.



4.3 Patronage continues to be dominated by usage of routes 1 and 2 between Richmond and Nelson with over 85% of all patronage on those two routes.

4.4 The reduction in patronage in April (of over 7,700 passengers), seems to have affected Route 1 the greatest. Route 1 connects Waimea College, Nelson College and Nelson

College for Girls, so a reduction in patronage on this route in April makes sense due to the school holidays and the Easter holiday period.



4.5 Adults and children (between 5 and 18) make up most of the patronage with adult tickets making up around 47% and children’s tickets making up around 37% (holidays dependent).

4.6 At the time of writing the report there is no data on eBus patronage.

Half price fares and Community Connect

4.7 On 1 July 2023, central government lifted the half price public transport fares, but applied the half-price reduction to adults with a community services card.

4.8 The Government also announced free bus fares for children under 13, half price children fares for children under 18 and half price adult fares for youth under 25. Councils could elect to introduce these reduced fares from 1 July 2023.

4.9 The new eBus services, when this central government policy came out, included a new fare structure that was to take effect from 1 August 2023. This meant that Council had to change the price structure twice in a month. Any price change is challenging to communicate with the public, but changing twice in quick succession would have been an extra challenge and an unnecessary disruption.

4.10 This formed part of a discussion with the JNTRTC at a workshop on 6 June 2023. On the strength of that conversation, officers held the current half prices for all users until 1 August when the new eBus fares will be used on the understanding that retrospective approval would be sought from and approved by the JNTRTC.

4.11 The cost of the half price fares was paid for by Waka Kotahi which was removed on 1 July 2023. Continuing the half price fares for one month added an additional cost of around \$50,000 which will be split between Nelson City Council and Tasman District Council through the normal cost split.

4.12 The new eBus fares will be as per the approved fares policy. The Government’s introduction of four years of reduced fares for youth will be an additional fare reduction to the approved fares policy. The fares will change as follows:

- children between 5 and 12 will be free when using a Bee Card;
- youth between 13 and 17 will be half a child's fare when using a Bee Card; and
- youth between 18 and 24 will be half an adult’s fare when using a Bee Card.

4.13 Council will recover the cost of central government fare reductions from Waka Kotahi through our normal co-funding processes. Therefore, there is no additional costs to councils.

4.14 An additional variation to the Fares Policy is required to allow for the four-year government initiative of fare reductions for children and youth.

New eBus service implementation

4.15 The new eBus services started on 1 August 2023. In order to be ready for 1 August, both councils undertook a significant programme of works including:

- creation of new bus stops;
- installing real time information screens at key bus stop locations;
- developing the on-demand service and app;
- developing a new eBus website;
- applying the new timetables and new rates;
- modification of existing super stops at Nelson city centre and Richmond; and
- significant communications programme.

4.16 Every launch is complex and has teething problems and the roll-out notwithstanding minor issues went well. Officers will continue to monitor the performance of the services and look to make all necessary changes to address some of these issues.

4.17 Nelson City Council received additional funding from the Transport Choices fund to construct 14 additional bus shelters on Waimea Road, Main Road Stoke and Muritai Street which will be installed following consultation. The funding will also pay for installation of improved signage at all stops in Nelson.

4.18 A review of the bus service will be undertaken in 12 months' time and any improvements and associated costs will be shared with the JNTRTC.

Advertising Guidelines

4.19 The advertising guidelines were approved at the 5 May 2023 JNTRTC meeting. The new public transport services contract allows advertising on the back (rear) of the buses. In addition, the inside of the bus can be used for Council promotions or initiatives. Any revenue from these buses will be shared between the contractor and both councils.

4.20 In conversations with advertising agencies, they highlighted that the approved guidelines were subjective, and that greater clarity is needed around specific inclusions and exclusions.

4.21 Officers have made changes to the public transport advertising guideline document to assist in determining the types of advertising that is appropriate. **Attachment 1** shows a revised public transport advertising guidelines with changes highlighted in yellow.

Community transport services

4.22 In Tasman, Tasman District Council has provided grants of \$20,000 per year to the Nelson Tasman Community Transport Trust (NTCTT) to provide transport services between Wakefield and Richmond (Wakefield Community Bus) and between Motueka and Richmond (Coastal Bus).

4.23 With the start of the new eBus routes 5 and 6 to Wakefield and Motueka respectively, funding to NTCTT for those services has stopped and NTCTT are still working on what services they will now provide.

4.24 Tasman District Council also has funding of \$10,000 to support community transport services between Golden Bay and Nelson. Tasman District Council officers have not been able to find a community group that will offer transport services for all residents. Officers are instead running a trial to subsidise half the cost of transport between Takaka and Motueka on a Golden Bay Coachline journey. This will be available on Mondays, Wednesdays and Fridays and will end at the end of September. Should the trial be successful, Tasman District Council will consider extending the trial or establishing it permanently.

5. Options

5.1 The JNTRTC, with respect to fares, effectively has three options and they are:

- a) approve all the variations to the fares policy;
- b) decline to approve variations to the fares policy (status quo); and
- c) approve some of the variations to the fares policy.

5.2 Officers recommend that the JNTRTC approve all the variations. This option allows officers and contractors to finalise operational changes for the eBus services. The variations also provide certainty to the public using the new eBus services and align with other councils around the country.

Option A: Approve all the changes	
Advantages	<ul style="list-style-type: none"> • Reduces the fares for children and youth using the eBus services. • Encourages patronage growth for youth and families.
Risks and Disadvantages	<ul style="list-style-type: none"> • Some additional costs associated with holding the half-price fares over the month of July.
Option B: Decline to approve the changes (Status quo)	
Advantages	<ul style="list-style-type: none"> • Nil
Risks and Disadvantages	<ul style="list-style-type: none"> • Puts Nelson/Tasman out of step with the rest of the country over fare reductions for children and youth.
Option C: Approve some of the changes	
Advantages and Disadvantages	<ul style="list-style-type: none"> • See the advantages and disadvantages of fares reduction and advertising guidelines above.

Considerations for Decision Making	
1. Fit with Purpose of Local Government	The decisions within this report determine the manner in which Nelson City Council and Tasman District Council (both unitary authorities) will undertake public transport activities.
2. Consistency with Community Outcomes and Council Policy/Legal requirements	The Regional Public Transport Plan (RPTP) determined that improvements be made to public transport services to increase usage. The decisions that lead to fare reduction will encourage bus usage.
3. Strategy and Risks	The decisions in this report will direct officers on implementation of the fares policy. It is considered likely that these decisions will achieve the goals as set out in the policy. It is unlikely that the decision in this report will result in adverse consequences.
4. Financial impact/Budgetary implications	The decision to extend the half-price fares for all users for the month of July had unanticipated cost to councils. It is expected that the cost will be around \$50,000 which will be shared between both councils. The cost will be determined once the July data is available. The additional cost may be within budgets especially if patronage remains higher than expected. The cost to implement the four-year reduction in children and youth fares will be covered by additional funding from Waka Kotahi.
5. Degree of significance and level of engagement	This matter is of low significance because the variation to the policy is formalising central government direction and current common practices. Therefore, no community engagement will be undertaken.
6. Climate Impact	The fare reduction decisions in this report encourage public transport usage by lowering cost barriers for the community. This will make bus usage more likely and reduce the journeys undertaken in motor vehicles. This will have a reduction in the overall transport-related emissions.
7. Inclusion of Māori in the decision making process	No engagement with Māori has been undertaken in preparing this report
	<p><i>Terms of Reference Joint Nelson Tasman Regional Transport Committee</i></p> <p><i>3.4 The Joint Regional Transport Committee is responsible for the operational oversight of the joint Nelson Tasman Public Transport Operations Contract and associated public transport activity, including the authority to make decisions and approve policies that support operations.</i></p> <p><i>3.5 The Joint Regional Transport Committee may approve changes to public transport operations unless the change requires:</i></p> <ul style="list-style-type: none"> • <i>a permanent change of route; or</i> • <i>a permanent change to fares; or</i>

- *a permanent change to timetable*

The continuance of half-price fares is only for one month and the reduction in fares for children and youth is for four years. Neither fare change is permanent and therefore able to be approved by the RTC.

6. Conclusion and Next Steps

- 6.1 There were some fare matters that were brought to officers' attention, this report seeks retrospective approval of those matters. There is no budget implication regarding children's fare, but are budget implications for covering the half price fares for July. Nelson City Council officers request budget to cover these costs.

7. Attachments

1.   Public Transport Advertising Guidelines (tracked changes)

21



Public Transport Advertising Guidelines

Owners	NCC: Business Unit Manager Transport and Solid Waste Tasman: Transportation Manager
Position administering	Public Transport Operations Supervisor Public Transport Adviser
Date comes into effect	1 July 2023
Establishment date	5 May 2023
History	Version 2 1
Revision Date	11 August 2023

Approved: **Joint Regional Transport Committee of Nelson and Tasman**

Ndocs 1862260321-55814

1 Purpose

The purpose of these guidelines is to set out high level principles and criteria governing the advertisements permitted to appear on Nelson City Council and Tasman District Council (Councils) bus services and facilities.

2 Objectives

We recognise that advertising is an influential method for companies and organisations to communicate with members of the public. Whilst maximising our ability to offset fares, the eBus Public Transport Advertising Guidelines ensure that advertising presented on the public transport network is compliant with law and advertising standards, consistent with both Councils' policies and aligns with both Councils' values.

3 Background

The eBus brand provides a certain look and feel and framework for engagement with the community and maximising the value of our connected PT network.

The eBus Public Transport Advertising Guidelines will be applied by our chosen advertising partner to all advertising on the eBus public transport network.

From time to time, the Supplier and Councils may carry out reviews to ensure these guidelines are being applied consistently and appropriately.

4 Criteria

The Councils are committed to ensure that advertising on eBus public transport network is consistent with the Councils' values, as well as adhering to all codes of practice by the Advertising Standards Authority and all applicable laws, and making the public transport network a service that ratepayers and visitors across our regions can use and enjoy.

~~Priority will be given to advertising that is consistent with Councils' activities, for example events that are run by either Council. Preference will also be given to advertising that promotes healthy living / lifestyles and resonates with the Councils' values.~~

Councils are committed to ensuring that advertising on eBus services and infrastructure is consistent with eBus and Councils brand values, as well as adhering to all Codes of Practice by the Advertising Standards Authority and all applicable New Zealand laws and regulations.

The Councils will have regard to advertising which supports health and healthy lifestyle choices; the Councils continue to support & endorse industry self-regulation. ~~such as no~~ Static advertising or digital fixed advertising of high saturated fat, salt or sugar products within 300 metres of a primary or intermediate school ~~is not permitted.~~

Where te reo Māori is used, adverts will use appropriate [orthography](#).

Each Council retains the right to veto advertising in relation to these guidelines, and to allow non-legal issues to be taken into consideration, for example advertising that in some way could harm the Councils' reputation.

In considering alignment with the Councils' and eBus brand values, these guidelines identify a number of themes which are not permitted to be advertised on the eBus public transport network. This includes any advertising that:

- 1) breaches the standards set by the Advertising Standards Authority and/or any applicable law or bylaw, or may incite someone to break the law
- 2) the Councils' consider may harm our reputation and / or our public transport service
- 3) may impact the Councils' ability to remain (and be seen as remaining) apolitical in delivery of services
- 4) breaches one of the Councils' policies.

Examples of areas that will not be appropriate for advertising include, but are not limited to, advertising that:

- a. could negatively impact on any conservation or social effort within the community;
- b. relates to products, services, organisations, or activities that are in conflict with the Councils' safety and community objectives (including any breach of human rights or animal welfare);
- c. depicts anything illegal, of a sexual nature or high-risk;
- d. depicts or promotes violence;
- e. promotes alcohol or tobacco (including electronic cigarettes and vaping), including brands or products;
- f. promotes unsafe or irresponsible consumption of alcohol;**
- g. promotes gambling or gambling-related activities;
- h. relates to any politician, political party, or political cause (excluding apolitical advertisements promoting participation in democracy such as Council consultation processes or campaigns encouraging people to enrol and/or vote in elections).

A decision as to whether an advertisement complies with the standards required by these guidelines is the responsibility of the Advertising Review Board. Where there is ambiguity from the advertiser as to whether or not an advert is acceptable under these guidelines it will be referred to them.

5 Breach of Guidelines

If a complaint is received that these Public Transport Advertising Guidelines have been breached, an investigation will be undertaken. This investigation will be led by the Advertising Review Board.

If it is found that these Public Transport Advertising Guidelines have been breached, the owner will collaborate with the relevant parties to ensure the advertising is removed with urgency and a review undertaken of the advertising sales process that permitted the advertisement.

6 On-Board advertising

The Councils can support local projects, events or organisations by providing free media placement internally across our network.

The Councils may consider allowing advertising of organisations that support the public transport service experience for users, eg wifi, Waka Kotahi initiatives.

Use of this space will be approved and administered by the Public Transport Advisor & each Council’s Communications Team. There will be will a small charge for use of space, to cover associated costs including the costs of installation and removal of posters or uploading digit files, charged to the Advertiser.

Space content is subject to the criteria outlined in **Section 4** of these guidelines.

7 Advertising Review Board

This board is responsible for reviewing any advertising that is unclear if it complies with the criteria in section 4 and/or a potential breach of the guidelines.

Members of this board include:

- The Public Transport Advisor
- A member of the Nelson City Council Communications team
- A member of the Tasman District Council Communications team

8 Glossary

Term	Summary
Very harmful	Detrimental to the values of NCC or TDC which are outlined on our website Causing or capable of causing harm or injury
High risk	Something that highlights a harmful activity

Gambling activities	Any activity or practice in a game of chance for money or other stakes As defined by the Gambling Act 2003, excluding sales promotion schemes
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8 CONFIDENTIAL SESSION

8.1 Procedural motion to exclude the public

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

8.2 Public Transport Services Contract Updates

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.