

Notice is given that an ordinary meeting of the Tasman District Council will be held on:

**Date:** Thursday 13 November 2025  
**Time:** 9.30am  
**Meeting Room:** Tasman Council Chamber  
**Venue:** 189 Queen Street, Richmond

This meeting will be livestreamed on  
[Tasman District Council - YouTube](#)

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# **Tasman District Council**

## **Kaunihera Katoa**

### **AGENDA**

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#### **MEMBERSHIP**

<b>Mayor</b>	Mayor T King	
<b>Deputy Mayor</b>		
<b>Councillors</b>	Councillor C Butler	Councillor K Maling
	Councillor J Ellis	Councillor B Maru
	Councillor K Ferneyhough	Councillor D McNamara
	Councillor M Greening	Councillor P Morgan
	Councillor J Gully	Councillor T Neubauer
	Councillor M Hume	Councillor T Walker
	Councillor M Kininmonth	Councillor D Woods

(Quorum 8 members)

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## **AGENDA**

### **1 OPENING, WELCOME, KARAKIA**

### **2 APOLOGIES AND LEAVE OF ABSENCE**

#### **Recommendation**

**That apologies be accepted.**

### **3 PUBLIC FORUM**

- 3.1 Gary Polwart speaking about Tapawera Hub ..... 4

### **4 DECLARATIONS OF INTEREST**

### **5 LATE ITEMS**

### **6 CONFIRMATION OF [MINUTES](#)**

**That the minutes of the Tasman District Council meeting held on Wednesday, 29 October 2025, be confirmed as a true and correct record of the meeting.**

### **7 REPORTS**

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- 7.2 Appointment of Committee Chairs, Deputy Chairs, Membership and Other  
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- 7.5 Amendments to Delegations and Nelson Tasman Land Development Manual .. 69
- 7.6 Non-Vesting Option for Developments ..... 87
- 7.7 Annual Biosecurity Report ..... 99
- 7.8 Temporary Road Closure ..... 169

### **8 CONFIDENTIAL SESSION**

Nil

### **9 CLOSING KARAKIA**

### 3 PUBLIC FORUM

#### 3.1 GARY POLWART SPEAKING ABOUT TAPAWERA HUB

**Report To:** Tasman District Council

**Meeting Date:** 13 November 2025

**Report Author:** Robyn Byrne, Governance Manager

**Report Authorisers:**

**Report Number:** RCN25-11-9

##### 1. Public Forum / Te Matapaki Tūmatanui

Gary Polwart will speak in public forum regarding Tapawera Hub

##### 2. Attachments / Tuhinga tāpiri

Nil



## 7 REPORTS

### 7.1 ESTABLISHMENT OF COMMITTEE STRUCTURE FOR THE 2025-2028 TERM

Decision Required

<b>Report To:</b>	Tasman District Council
<b>Meeting Date:</b>	13 November 2025
<b>Report Author:</b>	Robyn Byrne, Governance Manager
<b>Report Authorisers:</b>	Steve Manners, Chief Operating Officer; Leonie Rae, Chief Executive Officer
<b>Report Number:</b>	RCN25-11-1

#### 1. Purpose of the Report / Te Take mō te Pūrongo

- 1.1 To adopt a committee structure for the 2025-2028 term in order for the Council to carry out its decision-making governance functions.

#### 2. Summary / Te Tuhinga Whakarāpoto

- 2.1 The Council can establish its committees, subcommittees, joint committees, and other subordinate decision-making bodies in order to assist with the governance functions of the Council.
- 2.2 A proposed committee, subcommittee, and joint committee structure is attached (**Attachment 1**).
- 2.3 The Delegations Register, which previously included both governance and officer delegations is being rewritten to separate the two functions into manageable parts.
- 2.4 A number of changes have been made for the new triennium; these will be reflected in the Delegations Register to be adopted at the Council meeting on 11 December 2025.
- 2.5 Some committees are scheduled to meet before the 11 December 2025 Council meeting; therefore interim Terms of Reference have been included individually for adoption to enable those meetings to occur (**Attachment 2**).

#### 3. Recommendation/s / Ngā Tūtohunga

That the Tasman District Council

- receives the Establishment of Committee Structure for the 2025-2028 Term Report RCN25-11-1; and
- pursuant to Clause 30, Schedule 7 of the Local Government Act 2002, establishes the following Tasman District Council committees, subcommittees:

Tasman District Council Standing Committees (Whole Council)

**Strategy Finance and Performance Committee (SFP)**

**Environment Regulatory and Operations Committee (ERO)**

Tasman District Council Committees

**Audit and Risk Committee**

**Council Contracts and Procurement Committee**

**District Licensing Committee (operating under the Sale and Supply of Alcohol Act 2013)**

Tasman District Council Subcommittees

**Animal Control Subcommittee (reporting to ERO)**

**Community Awards Subcommittee (reporting to SFP)**

**Community Grants Subcommittee (reporting to SFP)**

**Creative Communities Subcommittee (reporting to SFP)**

**Golden Bay Recreation Park Management Committee (reporting to ERO)**

**Chief Executive Officer Review Subcommittee (reporting to Council)**

Tasman District Council Forums

**Information Forum (reporting to the Council, name tbc)**

3. pursuant to Clause 30, Schedule 7 of the Local Government Act 2002 and subject to the approval of Nelson City Council, re-establishes the following joint committees:

Joint Committees of Nelson and Tasman Councils

**Civil Defence and Emergency Management Group (CDEM)**

**Joint Committee of Nelson City and Tasman District Councils (Joint Committee)**

**Joint Shareholders Committee**

**Nelson Regional Sewerage Business Unit**

**Nelson Tasman Regional Landfill Business Unit**

**Nelson Tasman Regional Transport Committee (operating under the Land Transport Management Act 2003)**

**Saxton Field Committee**

**Waimea Inlet Coordination Group**

4. notes the intention to explore options, subject to further discussions and approval from Tasman District Council, to form two new joint bodies around the topics of climate change and joint building consent services; and
5. approves the interim delegations as set out in Attachment 2 to the agenda report for those committees, subcommittees, or joint committees meeting prior to the adoption of the Tasman District Council Delegations Register at the 11 December 2025 Council meeting:
- 5.1 **Audit and Risk Committee**
- 5.2 **Joint Committee of Nelson City and Tasman District Councils (Joint Committee)**

#### 4. Background / Horopaki

- 4.1 The power of the Council to establish committees, subcommittees, other subordinate decision-making bodies and joint committees is outlined in clause 30, Schedule 7 of the Local Government Act 2002 (LGA).
- 4.2 Under section 41A(3) of the LGA, the Mayor may exercise his power to establish committees of the Council and may appoint the Chairperson to those committees. The Mayor will not be exercising his power to establish the committees of the Council or to appoint the Chairpersons to those committees but is making a recommendation for a committee structure to the Council.
- 4.3 In recent trienniums the standing committees were established as 'committees of the whole' - that is, all councillors were members of those committees. It is proposed to establish the same structure for the 2025 – 2028 term.
- 4.4 Subcommittees are established under some of the main committees, with specific delegations in relation to particular legislation or Council functions. The subcommittees report to their parent committees.
- 4.5 Nelson City and Tasman District Councils continue to operate joint committees of the two councils in relation to the joint assets owned by the two councils and cross-boundary functions and continue to assess and grow their joint governance arrangements.
- 4.6 Subordinate decision-making bodies are established for a particular matter before the Council. These are ordinarily formed for the purposes of the Resource Management Act, Reserves Act or to consider the establishment or review of Council bylaws and policies. These are not included in this decision as they are established on an 'as needed' basis or otherwise dealt with in the Council's Delegations Register.
- 4.7 The election/appointment of chairpersons, deputy chairpersons and membership of the committees, subcommittees and joint committees of the Council is subject to a separate report to this meeting.
- 4.8 Elected members remuneration, which is the also the subject of a separate report to this meeting, reflects the chairpersonship of the standing committees and the Information Forum in the proposed structure.

#### 5. Analysis and Advice / Tātaritanga me ngā tohutohu

- 5.1 The Chief Executive's office reviewed the 2022-2025 committee structure with the view of increasing efficiency for governors and management, shortening formal Council and standing committee meetings by only having reports that require decisions, or those statutorily required, being considered. The proposed structure is outlined in **Attachment 1**.
- 5.2 It is proposed to reduce the standing committee structure to two committees that align with the four Council operations groups following the recent organisational restructure. The Strategy and Finance and Customer and Community Groups will report to the Strategy Finance and Performance Committee. The Environmental Services and Council Operations Groups will report to the Environment Regulatory and Operations Committee.
- 5.3 The Local Water Done Well Entity, established in the restructure, will report to a Water Committee, to be established later in this term, following consideration of a report providing the proposed terms of reference, and membership of the committee is considered.

- 5.4 Council's authority to delegate to its standing committees, committees, subcommittees, elected members or staff is principally derived from Schedule 7, Clause 32 of the Local Government Act 2002 (LGA). There are some powers that Council cannot delegate – these include , but are not limited to, the power to make a rate, a bylaw, borrow money, purchase or dispose of assets other than in the Long Term Plan, adopting the Long Term Plan and Annual Plan.
- 5.5 It is proposed that the Standing Committees will be delegated decision-making powers to consider all items within their responsibilities that Council may delegate, with the exception of specific projects it may choose to consider directly.
- 5.6 It is proposed to establish an Information Forum, which will be chaired by a Councillor and include all Council members. This six-weekly forum, focused on information provision and future strategy and will have the flexibility to include reports, presentations and alternative methods of providing information for discussion by members. The Forum will be open to the public and livestreamed unless confidential matters are discussed, per normal procedure and notes will be taken for action arising from discussions.
- 5.7 Reducing the number of standing committees and introducing an alternative way to share information with members will streamline governance processes, such as report writing and review, formal agenda and minutes preparation, and meeting administration, resulting in more efficient use of time.

## **6. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea**

- 6.1 The proposed structure has no financial or budgetary implications other than already budgeted for.

## **7. Options / Kōwhiringa**

- 7.1 Option 1: Establish a structure of committees, subcommittees, and joint committees as proposed.
- 7.1.1 The proposed structure fulfils the statutory and functional requirements of the Council. It covers all policy, regulatory or operational matters. This is the recommended option.
- 7.2 Option 2: Establish a different structure of committees, subcommittees, and joint committees of the Council.
- 7.2.1 This option would require consideration and to be reported back to the Council at a later date to ensure all the legislated roles and functions of the Council are fitted into an alternate structure. This option is not recommended.

## **8. Legal / Ngā ture**

- 8.1 The establishment of the committees, subcommittees and joint committees is considered to be essential for the efficient function of the Council, provided for by Clause 30, Schedule 7 of the Local Government Act 2002, but otherwise of low risk.

## **9. Iwi Engagement / Whakawhitiwhiti ā-Hāpori Māori**

- 9.1 No engagement has taken place with iwi, this is a decision for the Council.

**10. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui**

	<b>Issue</b>	<b>Level of Significance</b>	<b>Explanation of Assessment</b>
1.	Is there a high level of public interest, or is decision likely to be controversial?	Low	
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	No	
3.	Is there a significant impact arising from duration of the effects from the decision?	No	
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	N/A	
5.	Does the decision create a substantial change in the level of service provided by Council?	No	
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to freshwater or particular consideration of current legislation relating to water supply, wastewater and stormwater infrastructure and services?	No	

## **11. Communication / Whakawhitiwhiti Kōrero**

11.1 This is a decision for the Council.

## **12. Risks / Ngā Tūraru**

12.1 The recommended option is relatively low risk as it involves agreeing a proposal to provide for more efficient meeting practices which will enable members to spend the time needed on robust decision making.

## **13. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi**

13.1 Not applicable.

## **14. Alignment with Policy and Strategic Plans / Te Hangai ki ngā aupapa Here me ngā Mahere Rautaki Tūraru**

14.1 Not applicable.

## **15. Conclusion / Kupu Whakatepe**

15.1 It is recommended that the Council adopts the committee structure proposed.

## **16. Next Steps and Timeline / Ngā Mahi Whai Ake**

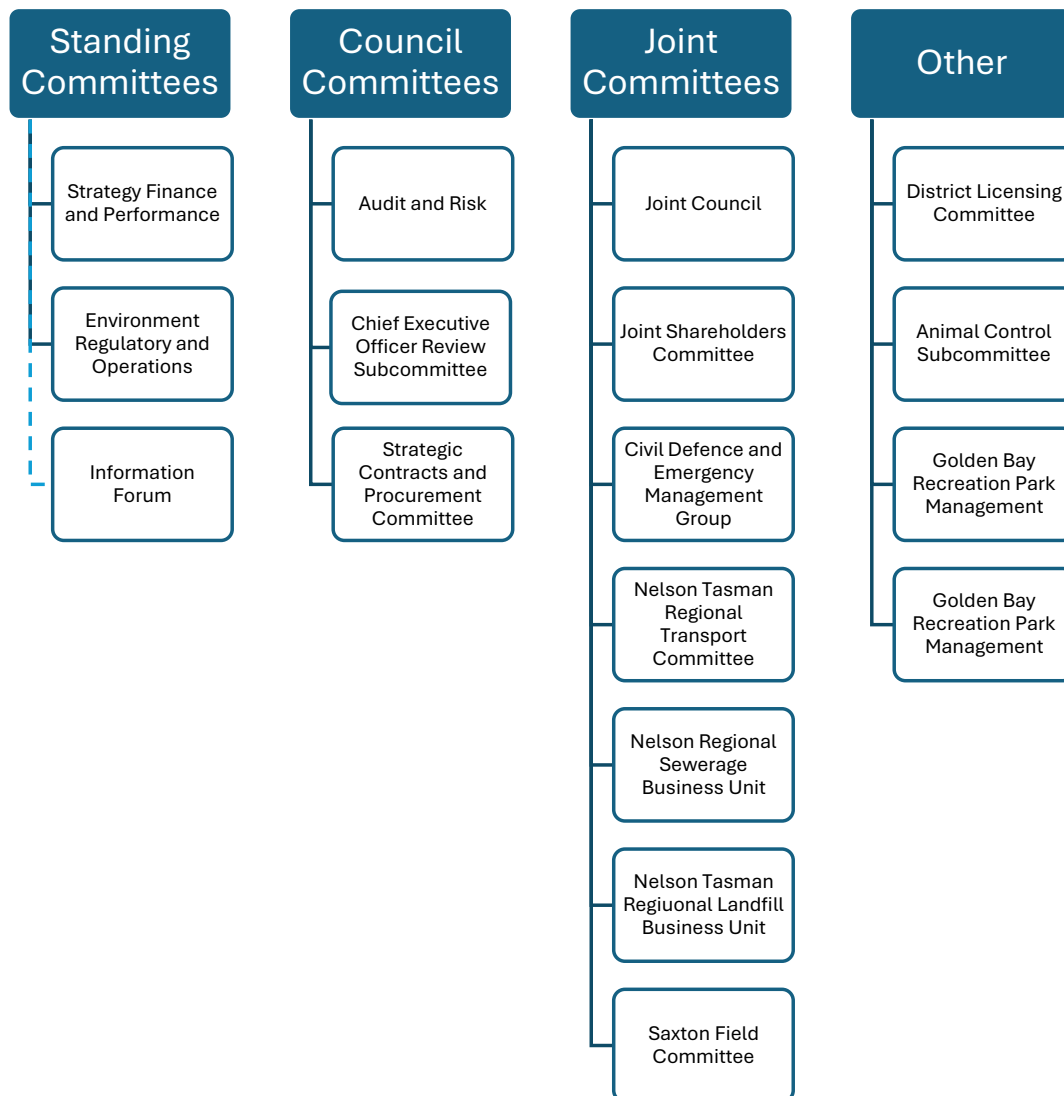
16.1 Once the structure is established, the membership of those committees, subcommittees and joint committees may be determined. This is the subject of a separate report on today's agenda.

16.2 A meetings calendar (schedule of meetings) for the committees, subcommittees and joint committees of the Council will be developed by staff and reported to the next Council meeting.

## **17. Attachments / Tuhinga tāpiri**

- |                      |   |    |
|----------------------|---|----|
| 1. <a href="#">1</a> | Proposed Tasman District Council Committee Structure for the 2025 | 11 |
| 2. <a href="#">2</a> | Interim Terms of Reference - Audit and Risk - Joint Committee     | 12 |

## Proposed Tasman District Council Committee Structure for the 2025 – 2028 Term



## Audit and Risk Committee (ARC)

### 1.0 Purpose and Areas of Responsibility

The purpose of the Audit and Risk Committee is to assist the Council and the Chief Executive to discharge their responsibilities for internal control systems and risk management. This includes the active oversight of all areas of Council's control and accountability in an integrated and systematic way.

In carrying out its responsibilities, the Audit and Risk Committee must at all times recognise that primary responsibility for management of the Council rests with the Chief Executive.

Where the Committee finds it appropriate, any matter may be referred to the Council for consideration.

The focus of the committee is:

- Ensuring that the Council has appropriate controls consistent with the public interest, and
- Overseeing good financial and cultural governance.

### 2.0 Responsibilities

The Audit and Risk Committee's responsibilities are to provide oversight of:

- 2.1 Internal Audit (financial and non-financial matters)
  - 2.1.1 Review and recommend the annual internal audit plan; such plan to be based on the Council's risk framework.
  - 2.1.2 Monitor performance against the plan at each regular meeting.
  - 2.1.3 Monitor the progress of internal audit recommendations.
- 2.2 External Audit
  - 2.2.1 Annually review the independence and confirm the terms of the audit engagement with the external auditor appointed by the Office of the Auditor General. This includes the adequacy of the nature and scope of the audit, and the timetable and fees.
  - 2.2.2 Review all external audit reporting, discuss with the auditors and review action to be taken by management on significant issues and recommendations and report to Council as appropriate.
- 2.3 Risk Management
  - 2.3.1 Review and consider the risk management framework in line with Council's risk appetite – which includes policies and procedures to effectively identify, treat and monitor significant risks, and regular reporting to the Council.
  - 2.3.2 Assist the Council to determine its appetite for risk.
  - 2.3.3 Review the principal risks that are determined by Council and consider whether appropriate action is being taken to treat Council's significant risks.



Assess the effectiveness of, and monitor compliance with, the risk management framework. Consider emerging significant risks and report these to Council, where appropriate.

- 2.3.4 Annually review Council's Business Continuity plan(s) and consider whether a sound and effective approach has been followed in establishing Council's business continuity planning arrangements.
- 2.3.5 Review the effectiveness of the approach being followed in developing strategic risk management plans for significant projects, programmes of work and high profile procurement.
- 2.4 Health and Safety
  - 2.4.1 Review key risks of the Council in the areas of safety, occupational health and environmental issues.
  - 2.4.2 Review management's approach to maintaining and continual improvement to providing a safe working environment is sound and effective.
  - 2.4.3 Monitor compliance of relevant laws, regulations and operational policies and standards.
  - 2.4.4 Monitor the establishment and tracking of measurable workplace health, safety and environment key targets.
- 2.5 Governance
  - 2.5.1 Monitor Council's performance in responding to LGOIMA requests within the legislative timeframes.
  - 2.5.2 Review the adequacy and effectiveness of internal controls for overseeing privacy and cyber security.
  - 2.5.3 Consider regular reports on the status of investigations by the Offices of the Ombudsman and of the Auditor General into decisions by the Council.
  - 2.5.4 Monitor Council's performance in managing and responding to high priority complaints.
- 2.6 Integrity and investigations
  - 2.6.1 Review annually the Council's whistleblowing procedures and ensure that arrangements are in place by which staff and others may, in confidence, raise concerns about possible improprieties involving Council or its CC(T)Os in matters of financial reporting, financial control or any other matters, and that there is proportionate and independent investigation of such matters and appropriate follow-up action.
  - 2.6.2 Review management's approach in relation to the prevention, detection, reporting and investigation of bribery and fraud.
  - 2.6.3 Review and monitor policy and process to manage conflicts of interest amongst elected members, community board members, management, staff, consultants and contractors.
  - 2.6.4 Review and monitor policy and process to manage sensitive expenditure activities across Council.
  - 2.6.5 Review and monitor policy and process to manage legal proceedings.

### **3.0 Powers**

The Audit and Risk Committee has no decision-making ability. It has no other powers other than those related to its risk and assurance mandate below.

The Audit and Risk Committee, within the scope of its role and responsibilities is authorised to:

- 3.1. obtain any information it needs from any employee and/or external party (subject to their legal obligation to protect information);
- 3.2. discuss any matters with the external auditor, or other external parties (subject to confidentiality considerations);
- 3.3. request the attendance of any employee, including the Chief Executive, at committee meetings;
- 3.4. obtain external legal or other professional advice, as considered necessary to meet its responsibilities, at the Council's expense;
- 3.5. the exercise of the powers in 3.3 and 3.4 above is limited to situations where the performance of the Committee's functions would be constrained if the resources of the organisation were not available;
- 3.6. recommend to the Council action on any matter in relation to Audit and Risk activities.

#### **4.0 Limitations**

The Audit and Risk Committee has no executive powers and is directly responsible to Council.

#### **5.0 Governance**

- 5.1 The Audit and Risk Committee Chair is responsible for submitting an annual report to the Council covering the Committee's operations and activities during the preceding year. The report should include:
  - 5.1.1 A summary of the work the Committee performed to fully discharge its responsibilities during the preceding year;
  - 5.1.2 A summary of the Council's progress in addressing the findings and recommendations made in internal and external audit reports, and the Auditor-General's reports (if applicable);
  - 5.1.3 An overall assessment of the Council's risk, control, and compliance framework, including details of any significant emerging risks or legislative changes; and
  - 5.1.4 Details of meetings, including the number of meetings held during the relevant period and the number of meetings each member attended.
  - 5.1.5 The Committee may, at any time, report to the Chief Executive or the Council any other matter it deems of sufficient importance to do so.

#### **6.0 Administration**

- 6.1 Meetings
  - 6.1.1 The expectation is that members of the public wanting to speak to a matter on the Agenda should be given that opportunity.
  - 6.1.2 Meetings are quarterly.

- 6.1.3 The Audit and Risk Committee may meet between the quarterly meetings at the discretion of the chair to attend to urgent business.
- 6.1.4 A special meeting may be held to review Council's annual report and long term plan audits.
- 6.1.5 The Audit and Risk Committee will meet separately with the external auditors at least once a year.
- 6.2 Membership of the committee shall comprise:
  - 6.2.1 Four elected members appointed by Council.
  - 6.2.2 Up to two external members appointed in accordance with Council's Policy on the Appointment and Remuneration of Independent Members on Council Committees and Business Units. The independent member is appointed for a term of three years from the date of appointment or such other terms as Council resolves.
  - 6.2.3 The Chair shall be appointed by Council and will be an independent member.
  - 6.2.4 A Deputy Chair shall be appointed by Council, they may be an elected or independent member.
  - 6.2.5 Any member of the committee, either elected or independent, may serve no more than six years (the equivalent of two terms of three years) on the committee. In extraordinary circumstances, the Council may approve an additional term for a member of an appropriate length to ensure the committee is able to provide continuity of support to the Council.
  - 6.2.6 The Chief Executive or any Council staff member may not be a member of the committee.
  - 6.2.7 The members, taken collectively, will have a broad range of skills and experience relevant to the operations of the Council. At least one member of the committee should have accounting or related financial management experience, with an understanding of accounting and auditing standards in a public sector environment.
- 6.3 A quorum comprises three members, two of whom must be elected members, and one who must be an independent member.
- 6.4 Reports to the Council.

## Joint Committee of Tasman District and Nelson City (Joint Committee)

This is a joint Committee of Tasman District Council and Nelson City Council and as such must be established under of the Local Government Act 2002, Schedule 7, Clause 30(A):

### **30A Joint committees**

- (1) A local authority may not appoint a joint committee under [clause 30\(1\)\(b\)](#) unless it has first reached agreement with every other local authority or public body that is to appoint members of the committee.
- (2) An agreement under subclause (1) must specify—
  - (a) the number of members each local authority or public body may appoint to the committee; and
  - (b) how the chairperson and deputy chairperson of the committee are to be appointed; and
  - (c) the terms of reference of the committee; and
  - (d) what responsibilities (if any) are to be delegated to the committee by each local authority or public body; and
  - (e) how the agreement may be varied.

#### **1. Membership:**

The Mayor, Deputy Mayor and 12 Councillors of Tasman District Council and the Mayor, Deputy Mayor and 11 Councillors of Nelson City Council (Total of 27 Members)

#### **2. Quorum:**

- a. The quorum at a meeting of the Joint Committee is set at 14, being a majority of members as the membership is an odd number.
- b. Of that quorum of 14 members, at least five must be from each local authority.

#### **3. Areas of Responsibility:**

- a. Matters relating to Statements of Expectation for all jointly owned Council Controlled Organisations and Council Controlled Trading Organisations.
- b. Receipt of six monthly presentations from Infrastructure Holdings Ltd, Port Nelson Limited, Nelson Airport Limited and Tasman Bays Heritage Trust.
- c. Discussion of policies, initiatives or directives stemming from central Government or external agencies that involve cross-boundary issues.
- d. Implementation of the Nelson Tasman Future Development Strategy.
- e. Joint transport planning matters referred to the Committee by the Joint Nelson Tasman Regional Transport Committee.
- f. Changes to the Saxton Field Management Plan in respect of alcohol advertising referred to the Committee by the Saxton Field Committee.

**4. Powers to Decide:**

- a. To determine the strategic direction to be given to jointly owned CCOs and CCTOs through Statements of Expectation.
- b. To adopt, approve, review and amend the Nelson Tasman Future Development Strategy and Implementation Plan.
- c. In matters relating to the Nelson Tasman Future Development Strategy, to undertake community engagement, including all steps relating to Special Consultative Procedures or other formal consultation processes
- d. Final decisions to adopt or reject the Joint Regional Land Transport Plan or any amendments to that plan, as recommended by the Joint Nelson Tasman Regional Transport Committee.
- e. Final decision to adopt or amend the Joint Regional Public Transport Plan and the Joint Speed Management Plan.
- f. To decide on any public transport matters referred to the Committee by the Joint Nelson Tasman Regional Transport Committee, excluding budget changes or decisions that would exceed approved budgets within each Council.
- g. To consider and make decisions on recommendations from the Saxton Field Committee regarding changes to the Saxton Field Management Plan in respect of alcohol advertising.

**Specific delegations**

- h. Decisions following the Infrastructure Holdings Ltd Group board review (including any consequential changes to the Shareholders Agreement, IHL Group constitutions and Joint Policies) to the Joint Committee of Tasman District and Nelson City Councils, to be actioned at the Joint Committee meeting in March 2025 (CN24-11-20).

**5. Powers to Recommend:**

- a. All other matters requiring decision will be recommended to Nelson City and Tasman District Council subject to an equivalent resolution being adopted by the other Council.

**6. Procedure:**

- a. The Standing Orders of the Council providing administration to the committee will be applied at each meeting.
- b. The Chairperson will alternate each meeting between the Mayor of Nelson City Council and the Mayor of Tasman District Council. In the absence of either Mayor, the committee will elect a chair as its first item of business for that meeting. No deputy chairperson will be appointed.
- c. The Chairperson will not have a casting vote.
- d. These delegations/terms of reference may be varied by resolution of both Councils and any such resolution will carry the rider that it will be subject to adoption by the other Council.
- e. Copies of minutes of meetings of the Joint Committee will be retained by each Council for record keeping purposes.

## 7.2 APPOINTMENT OF COMMITTEE CHAIRS, DEPUTY CHAIRS, MEMBERSHIP AND OTHER COUNCIL APPOINTMENTS

**Decision Required**

<b>Report To:</b>	Tasman District Council
<b>Meeting Date:</b>	13 November 2025
<b>Report Author:</b>	Robyn Byrne, Governance Manager
<b>Report Authorisers:</b>	Steve Manners, Chief Operating Officer
<b>Report Number:</b>	RCN25-11-2

### 1. Purpose of the Report / Te Take mō te Pūrongo

- 1.1 To elect the chairpersons and deputy chairpersons and to appoint the membership of Tasman Council's committees, subcommittees, and joint committees, and to appoint representatives of the Council to various external organisations.
- 1.2 To appoint the Golden Bay and Motueka Ward Councillors to their respective Community Boards.
- 1.3 To advise the Council that the Mayor has elected to make recommendations for chairpersons of each committee for councillors to vote on instead of exercising the powers conferred on the Mayor under Section 41A of the Local Government Act 2002.
- 1.4 The Mayor has also made recommendations for the deputy chairpersons and members of the committees, subcommittees, joint committees of the Council, and representatives of the Council to various external organisations.

### 2. Summary / Te Tuhinga Whakarāpoto

- 2.1 Once the Council's Committee structure has been established, (subject to a separate report on today's agenda) the Council is required to elect the chairpersons and deputy chairpersons and decide the membership of those committees, subcommittees, joint committees and groups. The Council will also need to appoint representatives from the Council to a number of external organisations.
- 2.2 The Council is also asked to appoint members to Golden Bay and Motueka Community Boards.
- 2.3 The Local Government Act 2002 requires all local authorities to determine by resolution which voting system they will use for the election of the chairperson and deputy chairperson of a committee; and for the election or appointment of a representative of a local authority. The Council resolved on 29 October 2025 to use System B, which is a majority voting system akin to 'first past the post' and requires the successful candidate to get more votes than any other candidate during a single voting round, and if two or more candidates tie for the most votes, the tie is resolved by lot (e.g., drawing names from a hat).

- 2.4 The Local Government Act 2002 provides the Mayor with the power to establish committees and appoint the chairperson of each committee. The Mayor has provided recommendations for the Council to vote on rather than exercising this power.
- 2.5 Under legislation, the Mayor is a member of every committee of the Council. This includes any standing committee, joint committee or subcommittee established by the Council under the Local Government Act. The Mayor is specifically listed as a member where it is expected he will be active and as an ex-officio member when it is not.

### **3. Recommendation/s / Ngā Tūtohunga**

#### **That the Tasman District Council**

1. receives the Appointment of Committee Chairs, Deputy Chairs, Membership and Other Council Appointments report, RCN25-11-2; and
2. notes that, at its reconvened inaugural meeting on 29 October 2025, the Council adopted System B, contained in schedule 7, clause 25(4) of the Local Government Act 2002 for the election or appointment of a chairperson and deputy chairperson of a committee and a representative of a local authority, which requires that a person is elected or appointed if he or she receives more votes than any other candidate during a single round of voting; and
3. in accordance with Section 19F of the Local Electoral Act 2001, appoints the following eligible Councillors to the Golden Bay Community Board:
  -
4. in accordance with Section 19F of the Local Electoral Act 2001, appoints the following eligible Councillors to the Motueka Community Board:
  -
5. elects the chairpersons and deputy chairpersons and appoints the membership of the various committees, subcommittees, joint committees and the representatives of the Council as detailed below:

<b>COUNCIL AND STANDING COMMITTEES</b>	
<b>Tasman District Council</b>	Chair – Mayor Deputy Chair – Deputy Mayor Maru All other Councillors
<b>Strategy, Finance and Performance</b>	Chair – Deputy Chair – Mayor and Councillors
<b>Environment, Regulatory and Operations</b>	Chair – Deputy Chair – Mayor and Councillors

#### **OTHER COMMITTEES**

<b>Audit and Risk Committee</b>	<p>Mayor</p> <p>Chair – appointed independent member – Graeme McGlinn</p> <p>4 x Councillors:</p> <ul style="list-style-type: none"> <li>•</li> <li>•</li> </ul> <p>1 x appointed independent member:</p> <p>A Elstob</p>
<b>Chief Executive Officer Review Subcommittee</b>	<p>Mayor (Chair)</p> <p>Deputy Mayor</p> <p>1 x Councillor:</p>
<b>Council Contracts and Procurement Committee</b>	<p>Chair –</p> <p>2 x Councillors</p>
<b>District Licensing Committee</b>	<p><i>Mayor (ex-officio)</i></p> <p>Chair –</p> <p>Deputy Chair –</p> <p>3 x appointed members:</p> <ul style="list-style-type: none"> <li>• Graham Caradus</li> <li>• Laurence Gabites</li> <li>• Jean Hodgson</li> </ul>

<b>SUBCOMMITTEES</b>	
<b>Golden Bay Recreation Park Management</b>	<p><i>Mayor (ex-officio)</i></p> <ul style="list-style-type: none"> <li>• Chair –</li> <li>• Deputy Chair –</li> </ul> <p>4 x external representatives</p> <ul style="list-style-type: none"> <li>• Duncan McKenzie</li> <li>• Clarissa Bruning</li> <li>• Wayne Packard</li> <li>• Jenny Bowden</li> <li>• Anthony Tait</li> </ul>
<b>Animal Control Subcommittee (Reporting to Environment, Regulatory and Operations)</b>	<p><i>Mayor (ex-officio)</i></p> <p>Chair –</p> <p>2 x Councillors</p>



<b>Community Awards</b> (Reporting to Strategy, Finance and Performance)	<i>Mayor (ex-officio)</i> Chair Councillor Butler 3 x Councillors
<b>Community Grants</b> (Reporting to Strategy, Finance and Performance)	<i>Mayor (ex-officio)</i> Chair Councillor Walker 4 x Councillors
<b>Creative Communities</b> (Reporting to Strategy, Finance and Performance)	<i>Mayor (ex-officio)</i> 2 x Councillors
<b>FORUMS</b>	
<b>Information Forum (name tbc)</b>	Chair – Deputy Chair – Mayor and Councillors

<b>REPRESENTATIVES AND APPOINTMENTS</b>	
<b>Local Government New Zealand</b> <b>Zone 5</b>	Mayor (Chair) Chief Executive
<b>Regional Sector Group</b>	Mayor Chief Executive
<b>Rural &amp; Provincial</b>	Deputy Mayor Maru
<b>Project Kōkiri Leadership Group</b>	Mayor
<b>Nelson Tasman Climate Forum</b>	1 x member 1 x alternate
<b>Friendly Towns</b>	Motueka appointment Richmond appointment
<b>Iwi Liaison</b>	Mayor Chief Executive
<b>Motueka Aerodrome Health &amp; Safety and Operational Group</b>	1 x Motueka Ward Councillor Liaison
<b>Native Habitats Tasman</b>	2 x Councillors

<b>Positive Ageing</b>	1 x Councillor
<b>Port Taranaki Health &amp; Safety and Operational Group</b>	1 x Golden Bay Ward Liaison
<b>Regional Accessibility Forum</b>	1 x Councillor
<b>Regional TB Free – now OSPRI</b>	1 x Councillor
<b>Richmond Bridge and Croquet</b>	1 x Councillor
<b>Tākaka Aerodrome Health &amp; Safety and Operational Group</b>	1 x Golden Bay Ward Liaison
<b>Tasman Bays Heritage Trust Appointments Committee</b>	Mayor Chief Executive
<b>Tasman Environmental Trust</b>	1 x Councillor
<b>Tasman Youth Council</b>	2 x Councillors
<b>Waimea South Community Facility Charitable Trust</b>	2 x Councillors

<b>Association/Community Group</b>	<b>Liaison Appointee</b>
<b>Moutere/Waimea Ward</b>	
Brightwater Recreation Reserve Committee	
Dovedale Recreation Reserve Committee	
Equestrian Trust Board	
Māpua Health Centre Board	
Moutere Hills Recreation Reserve/Community Centre Committee	
Ngātimoti Hall Management Committee	
Ngātimoti Recreation Reserve Committee	
Spring Grove Recreation Reserve Committee	
Waimea West Recreation Reserve Committee	
Wakefield Recreation Reserve Management Committee	
Wakefield Health Centre Board	
Wakefield Swimming Pool Committee	

<b>Richmond Ward</b>	
Hope Recreation Reserve Committee	
Keep Richmond Beautiful Committee	
Richmond Bridge and Croquet Club Committee	
Richmond Unlimited Committee	
<b>Lakes/Murchison Ward</b>	
Murchison Recreation Reserve Committee	
Stanley Brook Recreation Reserve Committee	
Tapawera Recreation Reserve Committee	
Lake Rotoiti Community Facility Committee	

#### 4. Background / Horopaki

##### Chairpersons and Deputy Chairpersons of Committees

- 4.1 Clause 25, Schedule 7 of the Local Government Act 2002 stipulates that local authorities must determine by resolution which voting system they will use for the election or appointment of Deputy Mayor, Chairperson or Deputy Chairperson of committees and the election or appointment of representatives of a local authority.
- 4.2 At its reconvened meeting on 29 October 2025, the Council selected voting System B which:
- requires that a person is elected or appointed if he or she receives more votes than any other candidate; and
  - has the following characteristics:
    - there is only one round of voting; and
    - if two or more candidates tie for the most votes, the tie is resolved by drawing lots (e.g., names from a hat).
- 4.3 The Mayor has the option of either exercising his powers under Section 41A of the Local Government Act 2002 for the appointment of the chairs of the committees of the Council or may ask the Council to elect these positions. He has not exercised these powers under this legislation and instead he has made recommendations for the Council to vote on. Attachment 1 lists all of the committees, subcommittees and other entities that require Council representation and the Mayor's recommendations for appointments will be tabled prior to the meeting, the Council will be asked to vote on those recommendations.

##### Community Boards and Associations

- 4.4 It is also proposed to appoint the Golden Bay and Motueka Ward councillors to the respective community boards.
- 4.5 Section 19F of the Local Electoral Act provides that membership of community boards may include the appointment of councillors. The appointed councillors must be members of the

territorial authority representing a ward in which the community is situated. The appointed members have speaking and voting rights.

- 4.6 With the addition of the Maori Ward, each Community Board now has members from two Wards who are eligible to be appointed as members of their respective Board. The number of appointed community board members is to be less than half the total number of members.
- 4.7 As each Community Board has four members, the appointed members must be three or less. Council may appoint the two Golden Bay Ward members along with the Māori Ward member. There are three Motueka Ward members and one Māori Ward member eligible for appointment to the Motueka Community Board, however only three in total can be appointed.
- 4.8 Deputy Mayor Maru has indicated that he is happy to stand down from appointment, allowing for Councillors Walker, Ferneyhough and Morgan to be appointed.
- 4.9 The Community Board appointments were seen as very successful by both the councillors and the community board members. It has enabled better communication and information flows between Council and the community boards.
- 4.10 The proposed appointments also include Council liaison representatives for relevant external organisations. Appointments for liaison persons for Motueka and Golden Bay wards are being made by the Community Boards. The Council is being asked to make liaison appointments for Richmond, Moutere/Waimea, and Lakes Murchison wards as there are no community boards in those wards.

### **Other Appointments**

- 4.11 The Council is being asked to appoint members to joint committees, subcommittees, and various other working groups, forums and external organisations.
- 4.12 Attachment 1 lists the positions and the Mayor's recommendations for appointments will be tabled prior to the meeting.

## **5. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea**

- 5.1 The suggested elected member appointments have no financial or budgetary implications other than already budgeted for.

## **6. Options / Kōwhiringa**

- 6.1 The Council may vote to make these appointments as per the Mayor's recommendations or may vote on any other nomination that is made by a councillor at the meeting.
- 6.2 The Local Electoral Act 2001 requires that if the territorial authority is divided into wards, the appointed members on its community boards must represent the ward in which the community board is situated, therefore the options are to either appoint the Motueka, Golden Bay or Māori Ward councillors or choose not to appoint councillors to the respective community boards. No other councillors can be appointed.

## **7. Legal / Ngā ture**

- 7.1 The adoption of a voting system fulfils the requirements of Clause 25, Schedule 7 of the Local Government Act 2002 and the appointment of Chairs, Deputies and members to Council committees and other bodies satisfies the Council's obligations under the legislation.

- 7.2 Under Section 19F of the Local Electoral Act 2001, ward councillors may be appointed to community boards, however, the number of appointed members is to be less than half the total number of members.
- 7.3 The Local Government Act Schedule 7, clause 31(3) allows for external appointments to Council committees.

## **8. Iwi Engagement / Whakawhitiwhiti ā-Hapori Māori**

- 8.1 Iwi have not been consulted in the preparation of this report. A further report regarding iwi representation will be brought to a future meeting.

## **9. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui**

- 9.1 The appointment of these positions is of low significance. No public consultation is required. It is a decision solely for the Council.

	<b>Issue</b>	<b>Level of Significance</b>	<b>Explanation of Assessment</b>
1.	Is there a high level of public interest, or is decision likely to be controversial?	Low	
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	No	
3.	Is there a significant impact arising from duration of the effects from the decision?	No	
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
5.	Does the decision create a substantial change in the level of service provided by Council?	No	
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	

	Issue	Level of Significance	Explanation of Assessment
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to freshwater or particular consideration of current legislation relating to water supply, wastewater and stormwater infrastructure and services?	No	

#### **10. Communication / Whakawhitiwhiti Kōrero**

10.1 Not applicable.

#### **11. Risks / Ngā Tūraru**

11.1 The risks associated with committee appointments are minimal.

11.2 Councillors who are also Community Board members may from time to time choose to abstain from voting on a decision at a Community Board meeting, where the matter may become the subject of debate at a Council or committee meeting. This is because a conflict of interest may arise due to the differing obligations that community board members and councillors have. This conflict arises because community board members swear an oath to faithfully and impartially act in the best interests of their community (specifically), however councillors swear an oath to faithfully and impartially act in the best interests of the district as a whole. Where these two duties are in conflict, the councillor will normally abstain from voting at the Community Board as their primary role is that of councillor.

#### **12. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi**

12.1 Little or no impact.

#### **13. Alignment with Policy and Strategic Plans / Te Hangai ki ngā aupapa Here me ngā Mahere Rautaki Tūraru**

13.1 Not applicable

#### **14. Conclusion / Kupu Whakatepe**

14.1 The Council is asked to make these appointments, either based on the Mayor's recommendations, or through majority voting for other nominations made on the day.

#### **15. Next Steps and Timeline / Ngā Mahi Whai Ake**

15.1 Once the appointments are made, they will be publicly notified and the relevant external organisations advised.

- 15.2 Staff will complete the administration required to populate the membership of the Council's committees, subcommittees and joint committees and the Council's website will be updated accordingly.

<b>16. Attachments / Tuhinga tāpiri</b>
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- |                      |  |    |
|----------------------|--|----|
| 1. <a href="#">↓</a> | Tasman District Council Appointment 2025- 2028   | 28 |
| 2. <a href="#">↓</a> | Policy on the Appointment Remuneration of Independent Members on Council Committees and Business Units | 32 |

<b>COUNCIL AND STANDING COMMITTEES</b>	
<b>Tasman District Council</b>	Chair – Mayor Deputy Chair – Deputy Mayor Maru All other Councillors
<b>Strategy, Finance and Performance</b>	Chair – Deputy Chair – Mayor and Councillors
<b>Environment, Regulatory and Operations</b>	Chair – Deputy Chair – Mayor and Councillors

<b>OTHER COMMITTEES</b>	
<b>Audit and Risk Committee</b>	Mayor Chair – appointed independent member – Graeme McGlenn 4 x Councillors: <ul style="list-style-type: none"> <li>•</li> <li>•</li> </ul> 1 x appointed independent member: A Elstob
<b>Chief Executive Officer Review Subcommittee</b>	Mayor (Chair) Deputy Mayor 1 x Councillor:
<b>Council Contracts and Procurement Committee</b>	Chair – 2 x Councillors
<b>District Licensing Committee</b>	<i>Mayor (ex-officio)</i> Chair – Deputy Chair – 3 x appointed members: <ul style="list-style-type: none"> <li>• Graham Caradus</li> <li>• Laurence Gabites</li> <li>• Jean Hodgson</li> </ul>



SUBCOMMITTEES	
<b>Golden Bay Recreation Park Management</b>	<i>Mayor (ex-officio)</i> <ul style="list-style-type: none"> <li>Chair –</li> <li>Deputy Chair –</li> <li>4 x external representatives <ul style="list-style-type: none"> <li>Duncan McKenzie</li> <li>Clarissa Bruning</li> <li>Wayne Packard</li> <li>Jenny Bowden</li> <li>Anthony Tait</li> </ul> </li> </ul>
<b>Animal Control Subcommittee (Reporting to Environment, Regulatory and Operations)</b>	<i>Mayor (ex-officio)</i> Chair – 2 x Councillors
<b>Community Awards (Reporting to Strategy, Finance and Performance)</b>	<i>Mayor (ex-officio)</i> 3 x Councillors
<b>Community Grants (Reporting to Strategy, Finance and Performance)</b>	<i>Mayor (ex-officio)</i> Chair 4 x Councillors
<b>Creative Communities (Reporting to Strategy, Finance and Performance)</b>	<i>Mayor (ex-officio)</i> 2 x Councillors
FORUMS	
<b>Information Forum (name tbc)</b>	Chair – Deputy Chair – Mayor and Councillors

REPRESENTATIVES AND APPOINTMENTS	
<b>Local Government New Zealand Zone 5</b>	Mayor (Chair) Chief Executive
<b>Regional Sector Group</b>	Mayor Chief Executive
<b>Rural &amp; Provincial</b>	Deputy Mayor Maru

<b>Project Kōkiri Leadership Group</b>	Mayor
<b>Nelson Tasman Climate Forum</b>	1 x member 1 x alternate
<b>Friendly Towns</b>	Motueka appointment Richmond appointment
<b>Iwi Liaison</b>	Mayor Chief Executive
<b>Motueka Aerodrome Health &amp; Safety and Operational Group</b>	1 x Motueka Ward Councillor Liaison
<b>Native Habitats Tasman</b>	2 x Councillors
<b>Positive Ageing</b>	1 x Councillor
<b>Port Tarakohe Health &amp; Safety and Operational Group</b>	1 x Golden Bay Ward Liaison
<b>Regional Accessibility Forum</b>	1 x Councillor
<b>Regional TB Free – now OSPRI</b>	1 x Councillor
<b>Richmond Bridge and Croquet</b>	1 x Councillor
<b>Tākaka Aerodrome Health &amp; Safety and Operational Group</b>	1 x Golden Bay Ward Liaison
<b>Tasman Bays Heritage Trust Appointments Committee</b>	Mayor Chief Executive
<b>Tasman Environmental Trust</b>	1 x Councillor
<b>Tasman Youth Council</b>	2 x Councillors
<b>Waimea South Community Facility Charitable Trust</b>	2 x Councillors

<b>Association/Community Group</b>	<b>Liaison Appointee</b>
<b>Moutere/Waimea Ward</b>	
Brightwater Recreation Reserve Committee	
Dovedale Recreation Reserve Committee	
Equestrian Trust Board	

Māpua Health Centre Board	
Moutere Hills Recreation Reserve/Community Centre Committee	
Ngātimoti Hall Management Committee	
Ngātimoti Recreation Reserve Committee	
Spring Grove Recreation Reserve Committee	
Waimea West Recreation Reserve Committee	
Wakefield Recreation Reserve Management Committee	
Wakefield Health Centre Board	
Wakefield Swimming Pool Committee	
<b>Richmond Ward</b>	
Hope Recreation Reserve Committee	
Keep Richmond Beautiful Committee	
Richmond Bridge and Croquet Club Committee	
Richmond Unlimited Committee	
<b>Lakes/Murchison Ward</b>	
Murchison Recreation Reserve Committee	
Stanley Brook Recreation Reserve Committee	
Tapawera Recreation Reserve Committee	
Lake Rotoiti Community Facility Committee	



## 2018 Policy on the Appointment and Remuneration of Independent Members on Council Committees and Business Units

### ORGANISATIONAL POLICY

#### POLICY REFERENCES

• Sponsor:	<b>Mike Drummond – Corporate Services Manager</b>
• Effective date:	25 May 2018
• Internal review due:	May 2021
• Legal compliance:	<ul style="list-style-type: none"> <li>• TDC/NCC Policy on the Joint Appointment of Directors and Trustees</li> <li>• Council's 'Procedure for Joint Appointment of Directors/Trustees of Council Controlled Organisations and Council Controlled Trading Organisations'</li> <li>• Council's policy on the 'Procedure for Appointment of Directors and Trustees'</li> <li>• Joint NCC/TDC Procedure on 'Jointly Setting Remuneration for Directors of Council Controlled Trading Organisations'</li> <li>• Strategic Pay New Zealand Directors fees reports</li> <li>• Delegations Register</li> <li>• Terms of Reference for each Committee or Business Unit</li> </ul>
• Associated Documents/References	
• Policy Number	CS16
• Approved by Chief Executive	Yes
• Approved by Council (If Applicable)	Approved Full Council 9 August 2018 Report RCN18-08-07 Resolution CN18-08-10

#### 1. Purpose

- 1.1 The purpose of this policy is to set down an objective and transparent process for the selection, appointment and review of independent members appointed to Council Business Units and Committees. It also outlines the recommended methodology to be used to determine the appropriate remuneration for the independent member/s.



## 2. Definitions

- 2.1 **Independent Member** – This describes an individual appointed to a Council Committee or Business Unit who is 'independent' of Council. Their appointment provides balance around the table, by bringing external business knowledge, acumen, viewpoints and expertise to the Committee or Business Unit.

## 3. Application

- 3.1 This policy applies specifically to:

Independent members appointed to the following:

- Audit and Risk Committee (1 x Independent Member)
- Enterprise (formerly Commercial) Committee (3 x Independent Members)

Tasman District Council independent members (if any) appointed to the following Business Units:

- Nelson Regional Sewerage Business Unit
- Nelson Tasman Regional Landfill Business Unit

- 3.2 This policy does not apply to:

- Council Controlled Organisations or Council Controlled Trading Organisations. These are covered under a joint Nelson City and Tasman District Council Policy.
- Joint appointments to the Nelson Regional Sewerage Business Unit and the Nelson Tasman Regional Landfill Business Unit.
- Other joint Nelson City Council and Tasman District Council Committees, such as the Saxton Field Committee. A separate joint council policy will be developed for these.

## 4. Policy Contents:

### [5. Policy on Appointment](#)

### [6. Policy on Remuneration](#)

## 5. Policy on Appointment

- 5.1 Appointment of independent members to Council Committees and Business Units will be consistent with the Council's Policy on the Appointment of Directors and Trustees to Council Organisations. This is confirmed in the Delegations Register.

### 5.2 **Criteria for Selection of Independent Members**

- 5.2.1 All appointees must have in the opinion of Council, the skills, knowledge or experience to:



- guide the Committee or Business Unit, given the nature and scope of its activities, and
- contribute to the achievement of the objectives of the Committee or Business Unit.

5.2.2 For all appointments, the following qualities of candidates for appointment as Independent Members must be considered:

- Demonstrated ability to think commercially and financially about strategies, projects and the intelligent deployment of resources;
- Articulate, and able to communicate in a concise and clear manner;
- Demonstrated leadership skills, and prepared to be counted on important matters;
- Commitment to, and understanding of, the responsibilities of Directorships;
- Relevant business experience and/or the ability to gain an in-depth understanding of the company/trust and its activities;
- Objectivity in decision making;
- Respect for colleagues and staff;
- High ethical standards;
- Proven commercial experience;
- Positive attitude to public ownership and the principles of good corporate citizenship;
- Financial acumen;
- Commitment to regional needs and priorities;
- Any other special considerations/requirements in respect of the specific Committee or Business Unit.

### 5.3 Process for Appointment of Independent Members

5.3.1 The Chief Executive, and/or delegate of the Chief Executive and the Mayor will:

- notify elected members of the vacancy in a timely manner; and
- meet with the Chairperson of the Committee or Business Unit to discuss specific requirements (including whether the appointment is necessary) and to consider whether there is any need for any variation of procedure, under Section 5.6 of this policy; and
- retain a recruitment consultant to advertise the vacancy and develop a list of candidates; and
- decide on the composition of the interview panel, to include the relevant Committee or Business Unit Chairperson or representative.

5.3.2 The Chief Executive or the Mayor will include any persons recommended by Council on the list of candidates.

5.3.3 The Recruitment Consultant shall, in consultation with the interview panel, prepare a short list of candidates, assist with any interview process and carry



out reference checks of persons on the list of candidates, having regard to the criteria listed in Section 5.3 above.

- 5.3.4 The interview panel will conduct interviews on the short list of candidates and recommend a preferred candidate (or in the case of multiple vacancies, candidates) to the Council through the Chief Executive.
- 5.3.5 Council will make the final decision to appoint Independent Members, on the recommendation of the interview panel.

#### **5.4 Reappointment of Independent Members**

- 5.4.1 No Independent Member may be reappointed for a fourth successive term unless there are special circumstances, including:

- Succession planning
- Provision of continuity for redevelopment projects
- Provision of specific areas of expertise

- 5.4.2 Subject to the Terms of Reference of the Committee or Business Unit concerned, where an Independent Member's term of appointment has expired and they are offering themselves for reappointment, the Chief Executive and the Mayor:

- May make confidential enquiries from the Chairperson and other members of the Committee or Business Unit as necessary, including:
  - whether the skills of the incumbent add value to the work of the Committee or Business Unit;
  - whether there are other skills which the Committee or Business Unit needs;
  - whether a change to the existing Independent Members would compromise the Committee or Business Unit's ability to pursue a desired vision and long term strategy, or whether there is a need for new skills and ideas on the Committee or Business Unit; and
  - whether an appointment is necessary.
- Must consider any information obtained and form a view on the appropriateness of reappointment or making a replacement appointment; and
- Must recommend to Council whether reappointment is appropriate.

- 5.4.3 If reappointment is not appropriate, the appointment process outlined in Section 5.2 will be followed.



## 5.5 Term of Appointment

- 5.5.1 The term of the appointment will be as per the Terms of Reference for the Committee or Business Unit, and/or the Delegations Register.

## 5.6 Variation of Procedure

- 5.6.1 Council may decide, by resolution, to vary the procedures outlined in this policy as necessary, provided that such variation meets the requirements of the Local Government Act 2002 and provides an objective and transparent process for the appointment of the Independent Member.

## 6. Policy on Remuneration

### 6.1 Methodology

- 6.1.1 The methodology to be used to calculate remuneration of Independent Members was approved at the Full Council meeting 24 May 2018 (Report RCN18-05-12). This applies to any new appointments post this date, and does not apply to anyone incumbent in the role.

### 6.2 Business Units and Enterprise (formerly Commercial) Committee

- 6.2.1 The process for CCTOs, based on the Strategic Pay New Zealand Directors' fees data, is applied to calculating remuneration for Independent Members of Business Units and the Enterprise (formerly Commercial) Committee, *with adjustments made for the varying workloads, risk and responsibilities associated with the role.*
- 6.2.2 The formula is as outlined in the joint Nelson City and Tasman District Council procedure 'Jointly Setting Remuneration for Directors of Council Controlled Trading Organisations', which is focused on recruiting professional directors, and as follows:
- 6.2.2.1 Remuneration is based on the previous two years' data from the Strategic Pay New Zealand Directors' fees report for the appropriate organisation type.
- 6.2.2.2 Other relevant factors from the surveys, such as annual turnover, assets, number of respondents and number of employees are also taken into consideration.
- 6.2.2.3 An average for the two years' results is taken, with recommended remuneration per annum set between the lower and median quartile results.
- 6.2.2.4 Remuneration is normally set for a three year period aligning with the Long Term Plan cycle.
- 6.2.2.5 In the intervening two years the remuneration pool may be adjusted by the annual consumer price index (CPI) movement at the previous December.

- 6.2.3 Based on this, the remuneration range for Independent Members of Business Units and the Enterprise (formerly Commercial) Committee would be between

2018 Policy for the Appointment and Remuneration of Independent Members of Council Committees and Business Units – updated April 2022 to reflect Commercial Committee name change to Enterprise Committee

Page 5





\$6,692 and \$10,420 per annum, as a starting range, as at the time of this policy being written. A review of this indicative range will be made when the Policy is next reviewed.

- 6.2.4 Consideration of additional factors, such as the skills required to carry out the role and the ability to attract necessary expertise, allow for some flexibility around the actual fees paid.

### **6.3 Audit and Risk Committee**

- 6.3.1 Remuneration of the Independent Member of the Audit and Risk Committee will be negotiated as part of the recruitment process and based on an hourly rate under a professional services agreement. This reflects the technical nature of the appointment, and market rates.

### **6.4 Other Joint Committees**

- 6.4.1 Independent members appointed to joint committees such as the Saxton Field Committee will continue to be remunerated as currently, pending the development of a Joint Policy by Nelson City Council and Tasman District Council.

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**Authorised by the Chief Executive following approval at Full Council 9 August 2018**

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**Date of approval:**

### 7.3 REMUNERATION AUTHORITY ELECTED MEMBERS GOVERNANCE POOL DISTRIBUTION 2025/26

Decision Required

<b>Report To:</b>	Tasman District Council
<b>Meeting Date:</b>	13 November 2025
<b>Report Author:</b>	Robyn Byrne, Governance Manager
<b>Report Authorisers:</b>	Steve Manners, Chief Operating Officer
<b>Report Number:</b>	RCN25-11-3

#### 1. Purpose of the Report / Te Take mō te Pūrongo

- 1.1 To agree on the recommendations to be forwarded to the Remuneration Authority in the Council's amendment determination proposal for the distribution of the Tasman District Council's governance remuneration pool.

#### 2. Summary / Te Tuhinga Whakarāpotō

- 2.1 The Remuneration Authority (Authority) determines elected members' remuneration annually via the Local Government Members Determination.
- 2.2 Remuneration for elected members is determined within a local government pay scale which takes several factors into account:
  - 2.2.1 the size of the governance role of each council, this includes the complexity, scale and scope of the council's responsibilities
  - 2.2.2 the typical time required for an elected member to fulfil their duties
  - 2.2.3 a general comparison with parliamentary salaries.
- 2.3 Remuneration for community board members is not determined according to the local government pay scale because of the distinctive structure and responsibilities of these boards.
- 2.4 In its principal determination ([Local Government Members \(2025/2026\) Determination 2025](#)) the Authority determined the mayors' and community board members' remuneration, the minimum allowable councillor remuneration and the total governance remuneration pool for each council.
- 2.5 The determination sets out the elected member remuneration payable from 1 July 2025, until 17 October 2025 (the close of the day on which the official result of the 2025 election was declared) in [schedule 2](#) and the remuneration payable on and after that date in [schedule 3](#).
- 2.6 The total governance remuneration pool for Tasman District Council is \$803,214. The difference between the councillor minimum allowable remuneration (\$50,201) and the total of the allocated pool is then available for the remuneration of councillors who take on extra responsibilities and/or to increase the base payment for all councillors with no additional responsibilities. The total governance remuneration pool must be spent.

- 2.7 If the Council's proposal is approved by the Authority, following gazettal of the amending determination on 18 December 2025, approved remuneration rates will be backdated as shown in Table 1 below:

**Table 1: Proposed Payments to Deputy Mayor and Councillors**

<b>Role</b>	<b>Remuneration after official election results declared</b>	<b>Following gazettal of the Amendment determination</b>	<b>Backdated to</b>
All Councillors (14)	\$50,201	Additional allowance of \$3,169, totalling \$53,370	18 October 2025 (the day after the final result was declared)
Standing Committee Chair (x 2)	\$50,201	Additional allowance as above for all Councillors \$3,169	18 October 2025
		Further allowance of \$16,011, totalling \$69,381	14 November 2025
Deputy Mayor	\$50,201	Additional allowance as above for all Councillors \$3,169	18 October 2025
		Further allowance of \$16,011, totalling \$69,381	14 November 2025
Information Forum Chair	\$50,201	Additional allowance as above for all Councillors \$3,169	18 October 2025
		Further allowance of \$8,005, totalling \$61,375	14 November 2025

- 2.8 The above payments are based on the number of senior elected member positions receiving an additional allowance being four, the Deputy Mayor, two Standing Committee chairpersons and the Information Forum Chairperson.
- 2.9 This approach provides for an increase in the base remuneration over and above the minimum allowable remuneration for all councillors and additional remuneration for the chairpersons of the two standing committees, the Deputy Mayor and to a lesser amount, the Information Forum chairperson. This proposal fully allocates the Council's governance remuneration pool.
- 2.10 There are no proposed additional payments for chairpersons of other committees or subcommittees or for deputy chairpersons. This has been the approach taken in the last four Council terms.
- 2.11 There is no proposed additional remuneration for community boards as there have been no additional delegations from the Council to be recognised. Following the Council's formal decision-making on the distribution of the remuneration governance pool at this first ordinary

meeting, staff will forward the Council's proposal to the Authority by 14 November 2025 for consideration and inclusion in its amending determination, gazetted on 18 December 2025.

### **3. Recommendation/s / Ngā Tūtohunga**

**That the Tasman District Council**

- 1. receives the Remuneration Authority Elected Members Governance Pool Distribution 2025/26 Report RCN25-11-3; and**
- 2. in accordance with the Remuneration Authority Act 1977 and clause 6 of Schedule 7 of the Local Government Act 2002, approves the allocation of the full Tasman District Council governance remuneration pool, on the following basis:**
  - 2.1 additional remuneration of \$3,169 meaning a total annual remuneration of \$53,371 to councillors with no additional responsibilities (total for ten people is \$533,710); and**
  - 2.2 additional remuneration of \$19,180 (\$3,169 plus \$16,011), meaning a total annual remuneration of \$69,381 to the two standing committee chairpersons (total for two people is \$138,762). Responsible for overseeing the operations of the standing committees, ensuring committee meetings are well organised, well attended and that the committee's work is accomplished; and**
  - 2.3 additional remuneration of \$19,180 (\$3,169 plus \$16,011), meaning a total annual remuneration of \$69,381 to the Deputy Mayor, who is responsible for supporting the Mayor and assumes responsibility should the Mayor be unavailable; and**
  - 2.4 additional remuneration of \$11,174 (\$3,169 plus \$8,005), meaning a total annual remuneration of \$61,375 to the Information Forum chairperson. Responsible for chairing information briefings, the chairperson will facilitate discussion, manage time, and ensure respectful engagement; and**
- 3. notes that the proposal for distribution of the Tasman District Council governance remuneration pool is subject to approval by the Remuneration Authority and gazetting of the Remuneration Authority's resulting amending determination; and**
- 4. notes that once the Remuneration Authority's Amending Determination is gazetted, councillors' remuneration will be backdated as follows:**
  - 4.5 the approved additional remuneration for all councillors of \$3,169 will be backdated to the day after the date on which the official results for the Council were declared (18 October 2025)**
  - 4.6 the approved additional remuneration for the positions with additional responsibilities (\$16,011 each for the two standing committee chairs, and the Deputy Mayor, and \$8,005 for the Information Forum chair) will be backdated to the day after the Council makes its formal governance remuneration pool distribution decision (14 November 2025).**

### **4. Background / Horopaki**

**Distribution of the Governance Remuneration Pool**

- 4.1 The Remuneration Authority is the statutory body that sets elected members' remuneration and allowances under the Remuneration Authority Act 1977 and clause 6 of Schedule 7 of the Local Government Act 2002 (LGA) via the Local Government Members Determination.
- 4.2 The rates of pay in [schedule 2](#) of the principal determination apply from 1 July 2025 until the close of day on which the official local authority election result is announced (17 October 2025).
- 4.3 The minimum allowable remuneration rate for councillors, and the mayor and community board remuneration, as shown in [schedule 3](#) of the principal determination, takes effect from the day after the date on which the official results for the council were declared (18 October 2025). This is the pay that all councillors will receive at this stage.
- 4.4 The Council is required to allocate the governance remuneration pool in the Determination (\$803,214) and provide its recommendations to the Authority in a proposal.
- 4.5 The governance remuneration pools do not apply to mayors or to community board members. Their remuneration must be paid according to the provisions set out in the principal determination.
- 4.6 However, if a council decided to delegate significant other responsibilities than currently held by its community boards, and as a consequence, propose an increase to the remuneration of its community board members, the additional funds would need to come out of the governance remuneration pool for the council.
- 4.7 For inclusion in the first amending determination, the Council's proposal must be received by the Authority by 14 November 2025. The first amending determination is due to be gazetted on Thursday 18 December 2025.
- 4.8 Councils cannot pay the proposed new remuneration rates for positions of responsibility or for councillors with no additional responsibilities until the Authority has gazetted its Amending Determination. However, it is important to note that councillors' remuneration will be backdated.
- 4.9 Approved remuneration rates:
  - 4.9.1 for councillor positions **with** additional responsibilities - will be backdated to the day after the Council formally makes its governance pool allocation decision (14 November 2025).
  - 4.9.2 for councillor positions **with no** additional responsibilities - will be backdated to the day after the date on which the official results for the Council were declared (18 October 2025).
- 4.10 The proposed additional payments (over the minimum councillor rate) comprise:
  - 4.10.1 Deputy Mayor: total annual remuneration of \$69,381.
  - 4.10.2 Chairpersons of Standing Committees (two): total annual remuneration of \$138,761.
  - 4.10.3 Chairperson of the Information Forum: total annual remuneration of \$61,375.
  - 4.10.4 Councillors with no additional responsibilities (ten): total annual remuneration of \$533,710.
  - 4.10.5 There are no proposed additional payments for chairpersons of other committees or subcommittees or for deputy chairpersons. This has been the approach taken in the last three Council terms. Likewise, there has been no

additional remuneration for community boards as there have been no additional delegations from the Council to be recognised.

- 4.11 The Council's standing committees are committees of the whole of council (all councillors are members) and have large areas of responsibility. For the 2025/28 term, it is proposed that there be two standing committees:

4.11.1 **Strategy, Finance and Performance Committee** - To oversee the Council's strategic direction, policy development, organisational and financial performance, strategic investments, and community wellbeing, ensuring alignment with statutory obligations and community outcomes and the enterprise portfolio

4.11.2 **Environment, Regulatory and Operations Committee** - To manage the delivery of infrastructure services and oversee environmental planning, resource management, and regulatory functions in alignment with the Council's strategic objectives and statutory obligations. The Council's operational programmes, services, activities and projects relating to the Council's environmental monitoring programmes and to the Council's community facilities and infrastructural assets (excluding commercial enterprises).

- 4.12 It is also proposed that a regular six-weekly information forum take place, with the Chairperson to facilitate discussion, manage time and ensure respectful engagement at those briefings.

- 4.13 The incoming Council will appoint new committees for the triennium and if there are any subsequent changes to the committees or number of standing committees, or a proposed change to the distribution of the pool in this triennium, the Council will need to provide a new proposal and apply to the Authority for a new amendment determination.

## 5. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea

- 5.1 Remuneration for elected members is provided for within existing budgets. The Council has no discretion over the setting of the Mayor and community boards' remuneration, the minimum councillor allowable remuneration, nor the size of the governance remuneration pool, which must be fully spent. This report proposes additional remuneration to fulfil this requirement.

## 6. Options / Kōwhiringa

The options are outlined below.

- 6.1 **Option 1** – accept the proposed loadings for positions of responsibility as set out in Table 1. To date, there are no additional delegations given to the community boards over and above their role as set out in the Local Government Act 2002. This approach is low risk and is the recommended option.
- 6.2 **Option 2** - change either the ratios and/or roles for which additional remuneration will be paid or increase the community board remuneration because of additional delegations. This will require further Council consideration of the additional duties and the roles involved. If additional roles are included and/or the ratios are increased/reduced, then the base councillor payment will reduce/increase. There are limits on this as no proposal can reduce the base councillor payment below \$50,201 per annum. If the proposed additional payments are reduced, that may impact on those councillors prepared to take on the roles and the additional work involved.

**6.3 Option 1 is recommended.****7. Legal / Ngā ture**

- 7.1 Remuneration is set, and elected members' allowance and expenses recovery is determined by the Authority. All payments to elected members must comply with the Authority's determinations.
- 7.2 The Local Government Act 2002, Schedule 7, Part 1, clause 6 sets out the role of the Remuneration Authority in determining the remuneration, allowances and expenses payable to elected members.
- 7.3 The Remuneration Authority Act 1977 (sections 18 and 18A) sets out additional criteria to which the Authority must have regard in determining the pay for elected members.
- 7.4 The Local Government Members (2025/26) Determination 2025 sets out the timing from which elected members remuneration is effective and specifies the base remuneration for elected members of territorial authorities and their community or local boards.

**8. Iwi Engagement / Whakawhitiwhiti ā-Hapori Māori**

- 8.1 No engagement has taken place with iwi, this is a decision for the Council.

**9. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui**

- 9.1 This decision is of low significance to the public as elected members' remuneration is set by the Authority, which the Council has no influence over; therefore no public engagement is necessary.

	Issue	Level of Significance	Explanation of Assessment
1.	Is there a high level of public interest, or is decision likely to be controversial?	Low	It is noted that councillor remuneration will be of interest to some members of the public. Councillor remuneration, along with other payments to elected members, is disclosed in the Council's Annual Report.
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	No	
3.	Is there a significant impact arising from duration of the effects from the decision?	No	
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	

	Issue	Level of Significance	Explanation of Assessment
5.	Does the decision create a substantial change in the level of service provided by Council?	No	
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to freshwater or particular consideration of current legislation relating to water supply, wastewater and stormwater infrastructure and services?	No	

#### 10. Risks / Ngā Tūraru

- 10.1 The recommended option is relatively low risk as it involves agreeing a proposal to take to the Authority on the allocation of the pool of funds for councillor remuneration that is consistent with the approach taken in the last three terms.
- 10.2 There is a slight increase in risk if an alternative proposal is developed which does not meet with the approval or timelines of the Authority. This means that distribution of the governance remuneration pool would need to be reconsidered, and this would mean an increase the length of time that councillors only receive the minimum allowance payable.

#### 11. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi

- 11.1 Not applicable.

#### 12. Conclusion / Kupu Whakatepe

- 12.1 The Council is required to fully distribute the governance remuneration pool, and this report proposes additional remuneration to fulfil this requirement.



### 13. Next Steps and Timeline / Ngā Mahi Whai Ake

- 13.1 The Council's decision on the proposal to the Authority is required to be delivered to the Authority by Friday 14 November 2025 to meet the deadline for the second amending determination (Round 1).
- 13.2 If councils miss the 14 November 2025 deadline, there will be a further amending determination (Round 2), however, it is important to note that approved remuneration rates for the positions of additional responsibility will only be backdated to the day after the Council formally makes its governance pool allocation decision.
- 13.3 Table 4 shows the timeline provided by the Authority:

**Table 4: Authority Timeline**

Action	By Whom	Date
<b>Incoming councils formally decide remuneration attached to different roles within allocated pool and forward proposals to Remuneration Authority (Round 1)</b>	<b>Councils</b>	<b>Proposals submitted by <u>Friday 14 November 2025</u> to meet deadline for the second amending determination</b>
Remuneration Authority consider councils' proposals	Remuneration Authority	From 18 October to 19 November 2025
Drafting of first amending determination	Parliamentary Counsel Office	From 24 November to 12 December 2022
First amending determination is gazetted	Remuneration Authority	Thursday 18 December 2025
<b>Incoming councils which miss the 14 November 2025 deadline formally decide remuneration attached to different roles within allocated pool and forward proposals to Remuneration Authority (Round 2)</b>	<b>Councils</b>	<b>Proposals submitted by <u>Friday 30 January 2026</u> to meet deadline for third amending determination</b>
Remuneration Authority consider councils' proposals	Remuneration Authority	From 12 January to 4 February 2026
Drafting of second amending determination	Parliamentary Counsel Office	From 9 February to 23 February 2026
Second amending determination is gazetted	Remuneration Authority	Early March 2026

### 14. Attachments / Tuhinga tāpiri

Nil

**7.4 ELECTED MEMBERS' ALLOWANCES AND RECOVERY OF EXPENSES POLICY****Decision Required**

<b>Report To:</b>	Tasman District Council
<b>Meeting Date:</b>	13 November 2025
<b>Report Author:</b>	Robyn Byrne, Governance Manager
<b>Report Authorisers:</b>	Steve Manners, Chief Operating Officer
<b>Report Number:</b>	RCN25-11-4

**1. Purpose of the Report / Te Take mō te Pūrongo**

- 1.1 To adopt the Elected Members Allowances and Recovery of Expenses Policy which has been updated to reflect the Authority's Local Government Elected Members (2025/26) Determination 2025 (**Attachment 1**).
- 1.2 To include the Childcare Allowance within the Elected Members Allowances and Recovery of Expenses Policy and retire the current separate Childcare Allowance Policy. This means that all elected member allowances are contained in one policy.
- 1.3 To agree, in principle, the inclusion of a home security system allowance and to request further information on the eligibility criteria, funding implications, assessment protocol, approval workflow, privacy and consent.

**2. Summary / Te Tuhinga Whakarāpoto**

- 2.1 Council's Elected Members' Allowances and Recovery of Expenses Policy has been updated to reflect the allowances in the Remuneration Authority's Local Government Elected Members (2025/26) Determination 2025.
- 2.2 The Council currently has a separate Elected Members Childcare Allowance Policy. It is proposed to retire this policy and include the Elected Members Childcare Allowance in the Elected Members' Allowances and Recovery of Expenses Policy.
- 2.3 Of note in this determination is the introduction of the option for a new home security system allowance in this determination (clause 15). It is recommended that, if the Council wishes to consider this, inclusion is agreed in principle at this stage, and that a further report be prepared to support informed decision-making.
- 2.4 The Policy remains within the limits of the current Determination, therefore, does not require the approval of the Authority.

**3. Recommendation/s / Ngā Tūtohunga****That the Tasman District Council**

- 1. receives the Elected Members' Allowances and Recovery of Expenses Policy Report RCN25-11-4; and**

2. **adopts the Elected Members' Allowances and Recovery of Expenses Policy (Attachment 1 to the agenda report), which has been updated to reflect the current Remuneration Authority's Local Government Elected Members (2025/26) Determination 2025, and to include Elected Members Childcare Allowance; and**
3. **notes the introduction of Clause 15 in the Remuneration Authority's Local Government Elected Members (2025/26) Determination 2025 - Home Security System Allowance and**
4. **agrees, in principle, to the inclusion of a Home Security System Allowance in the Elected Members Allowances and Recovery of Expenses Policy, subject to a further report including eligibility criteria, funding implications, assessment protocol, approval workflow, privacy and consent.**

#### **4. Background / Horopaki**

- 4.1 The Remuneration Authority determined elected members allowances in its 2025/26 Determination 2025. The Elected Member Allowances and Recovery of Expenses Policy has been updated to reflect this.
- 4.2 Changes include:
  - 4.2.1 Mileage allowances for eligible travel have been changed for different vehicle types:
    - (a) for a petrol vehicle,—
      - (i) \$1.17 per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
      - (ii) 37 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
    - (b) for a diesel vehicle,—
      - (i) \$1.26 per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
      - (ii) 35 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
    - (c) for a petrol hybrid vehicle,—
      - (i) 86 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
      - (ii) 21 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
    - (d) for an electric vehicle,—
      - (i) \$1.08 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.
  - 4.2.2 The travel time allowance for eligible travel has been changed from \$40.00 per hour to \$41.30 per hour.

4.2.3 There will be no reimbursement for alcohol, in line with expectations for public organisations.

4.2.4 The inclusion of the Elected Members Childcare Allowance and retirement of the current separate Childcare Allowance Policy.

4.2.5 An increase in the maximum annual childcare allowance to \$7,500.

4.3 The Remuneration Authority has introduced a new clause (15) in the 2025/26 Determination 2025, allowing elected members to be reimbursed for the installation and monitoring of home security systems, subject to a security threat and risk assessment authorised by the local authority.

#### 4.4 Key Provisions

4.4.1 Up to \$4,500 for installation of a security system

4.4.2 Up to \$1,000 annually for monitoring, callouts, and repairs

4.4.3 Additional supplementary security measures may be reimbursed with Remuneration Authority approval

### 15 Home security system allowance

- (1) Based on a security threat and risk assessment authorised by the local authority, a local authority may reimburse the expenses of having a security system installed and monitored at a member's primary place of residence within the local authority area up to a maximum of—
  - (a) \$4,500 for purchasing and installing the system; and
  - (b) \$1,000 in any year for monitoring, call-outs, and repairs.
- (2) A member may also be reimbursed for additional expenses for the provision of supplementary security measures at their primary place of residence within the local authority area if—
  - (a) the security threat and risk assessment recommends that those supplementary security measures be provided to the member; and
  - (b) the Remuneration Authority, on application from the local authority, approves reimbursement of the additional expenses arising from the provision of those supplementary security measures.

Clause 15(1)(a): replaced, on 1 September 2025, by [clause 6](#) of the Local Government Elected Members (2025/26) Amendment Determination 2025 (SL 2025/161).

4.5 Staff acknowledge the intent of Clause 15 to support elected members facing credible security threats and recognise the increasing concerns around the safety of elected members. The introduction of this allowance is a proactive step toward ensuring member wellbeing.

4.6 Introduction of the Home Security System Allowance introduces the potential for unbudgeted expenditure. At present, the council has not allocated specific funds for this purpose in the 2025/26 Annual Plan. The number of members who may qualify for reimbursement is currently unknown.

4.7 It is suggested that, at this stage, the Council may wish to agree to the inclusion of the new home security allowance in the policy, **in principle**, subject to the provision of a report providing further information, including eligibility criteria, funding implications, assessment protocol, approval workflow, privacy and consent

## 5. Analysis and Advice / Tātaritanga me ngā tohutohu

5.1 The updated policy ensures alignment with the Remuneration Authority's 2025/26 Determination and consolidates all elected member allowances into a single, comprehensive document. This improves clarity, transparency, and administrative efficiency.

- 5.2 The proposed Home Security System Allowance responds to growing concerns about elected member safety. Agreeing in principle allows Council to explore implementation details without committing to expenditure prematurely. A future report will provide the necessary framework for informed decision-making.

## **6. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea**

- 6.1 The financial impact of adopting the updated policy is considered low overall, as most changes reflect existing determinations. However, the potential inclusion of the Home Security System Allowance introduces a medium-level financial risk due to its unbudgeted nature and unknown uptake.
- 6.2 Staff will work with the Finance Team to assess funding options and incorporate any approved allowances into future budgets, if required.

## **7. Options / Kōwhiringa**

- 7.1 The Council can either adopt the updated policy as attached to the agenda report in Attachment 1 or propose changes to the policy. It must be noted that the figures set by the Authority cannot be changed. It is recommended that the policy, as attached, be adopted.
- 7.2 The options are outlined in the following table:

Option		Advantage	Disadvantage
1.	Adopt the updated policy as presented	Aligns with current Determination; consolidates allowances; improves clarity and efficiency	May require future budget adjustments for security allowance
2.	Request amendments to the policy	Allows tailoring to Council preferences	Delays adoption; must remain within Authority limits

- 7.3 Option 1 is recommended.

## **8. Legal / Ngā ture**

- 8.1 The adoption of the updated policy is consistent with the Local Government Act 2002, which empowers councils to set policies for elected member remuneration and expense recovery, provided they remain within the limits of the Remuneration Authority's Determination.

## **9. Iwi Engagement / Whakawhitiwhiti ā-Hapori Māori**

- 9.1 No engagement with iwi has been undertaken for this policy update, as the changes relate to internal governance matters.

**10. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui**

	<b>Issue</b>	<b>Level of Significance</b>	<b>Explanation of Assessment</b>
1.	Is there a high level of public interest, or is decision likely to be controversial?	Low	The policy reflects standard practice and statutory determinations
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	Low	Changes affect elected members only
3.	Is there a significant impact arising from duration of the effects from the decision?	N/a	
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	N/a	
5.	Does the decision create a substantial change in the level of service provided by Council?	N/a	
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	Moderate	Potential future costs for security allowance
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	N/a	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	N/a	
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	N/a	
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to freshwater or particular consideration of current legislation relating to water supply, wastewater and stormwater infrastructure and services?	N/a	

## **11. Communication / Whakawhitiwhiti Kōrero**

- 11.1 Following adoption, the updated policy will be published on Council's website. Internal communications will ensure staff are aware of the changes for implementation and support purposes.

## **12. Risks / Ngā Tūraru**

- 12.1 There is a risk of failing to protect elected member safety and wellbeing if the home security system allowance is not included in the policy. A further report will be provided to define the necessary information for provision of the home security system allowance.

## **13. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi**

- 13.1 The decision does not materially affect Council's climate change response obligations under the Climate Response Framework.

## **14. Alignment with Policy and Strategic Plans / Te Hangai ki ngā aupapa Here me ngā Mahere Rautaki Tūraru**

- 14.1 The updated policy aligns with Council's commitment to transparency, good governance, and elected member wellbeing. It complies with the Remuneration Authority's statutory framework.

## **15. Conclusion / Kupu Whakatepe**

- 15.1 The updated Elected Members' Allowances and Recovery of Expenses Policy reflects current statutory determinations, consolidates related policies, and introduces provisions to support elected member safety. Adoption is recommended to ensure clarity, compliance, and responsiveness to the needs of elected members.

## **16. Next Steps and Timeline / Ngā Mahi Whai Ake**

If Council adopts the updated policy, internal systems will be updated accordingly and the changes implemented. The policy will be published to the Council's website and a further report on the Home Security System Allowance will be presented in early 2026 to formally include the allowance.

## **17. Attachments / Tuhinga tāpiri**

1. [Elected Members' Allowances and Recovery of Expenses Policy](#)

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# Elected Members’ Allowances and Recovery of Expenses Policy

ORGANISATIONAL POLICY

POLICY REFERENCES	
□ Sponsor:	Chief Operating Officer
□ Effective date:	13 November 2025
□ Internal review due:	Reviewed at three yearly intervals prior to the Local Authority elections.
□ External review	This policy remains within the limits of the current Remuneration and Allowances <u>Determination</u> ; therefore it does not require Remuneration Authority approval.
□ Legal compliance:	Local Government Act 2002, Remuneration Authority Act 1977, Remuneration Setting for Local Authorities (published October 2019), Local Government Elected Members Determinations, <u>Clause 6 and 7A(1) and (5) of Schedule 7 of the Local Government Act 2002</u> Local Electoral Act 2001, Fees and Travelling Allowances Act 1951, and related regulations.
□ Associated Documents/References	CS01 Sensitive Expenditure Policy <u>and Sensitive Expenditure Procedure and Guidelines</u> CS02 Koha and Donations Policy CS09 Reimbursement of Work Related Expenses Policy <u>Travel and Accommodation Policy</u> Standing Orders Code of Conduct
□ Policy Number	EM05

Deleted: 2022

Deleted: EM06 Elected Members Child Care Policy

Deleted: Updated 12

Deleted: September 2024





□ Adopted by Council

13 November 2025

Deleted: 2022

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## 1. Purpose

- 1.1. This policy sets out the rules and processes for claiming expenses and allowances by elected members and the resources that will be available to them during their term in office.

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## 2. Definitions

- 2.1. Council - Tasman District Council.
- 2.2. Chief Executive - the Chief Executive of the Tasman District Council.
- 2.3. Chief Operating Officer – the Chief Operating Officer of Tasman District Council.
- 2.4. Mayor - the Mayor of the Tasman District Council.
- 2.5. Elected member - a person who is declared to be elected to the Council or a Community Board in the Tasman District under the Local Electoral Act 2001.
- 2.6. Member of the Council - an elected member of the Council, including the Mayor. For the avoidance of doubt, in these rules 'Member of the Council' does not include a member of a Community Board.
- 2.7. Community Board – A Community Board situated within Tasman District.
- 2.8. Member of a Community Board - the members of community boards situated within the Tasman district.
- 2.9. Actual - as evidenced by the original receipt attached to the claim form.
- 2.10. Reasonable - that it is within the amount specified by this policy or as deemed reasonable by the Mayor and/or Chief Executive. Moderate and conservative, having regard to the circumstances and appropriate in all respects.
- 2.11. Council business - includes formal council and community board meetings, committee meetings, workshops, statutory hearings, site visits, meetings with staff, meetings with community groups, meetings with members of the public. It does not include events where the primary focus is on social activity.
- 2.12. Remuneration Authority - an independent body established by the Remuneration Authority Act 1977, with responsibilities under the Local Government Act 2002 to determine remuneration and expense/allowance rules for local authority members.

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Moved up [3]: <#>Member of the Council - an elected member of the Council, including the Mayor. For the avoidance of doubt, in these rules 'Member of the Council' does not include a member of a Community Board. ¶

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Mayor - the Mayor of the Tasman District Council. ¶

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### Childcare Allowance

- 2.13. Claim year - a year commencing 1 July and ending on 30 June in the following year.
- 2.14. Eligible child – a child who is under 14 years of age at the time the expense is incurred and who has an elected member as a parent or legal guardian or the elected member is the person who usually has the responsibility for the day to day care of the child (other than on a temporary basis).
- 2.15. Family member of the elected member - a spouse, civil union partner, or de facto partner; or a relative, that is another person connected with the member within two degrees of a relationship, whether by blood relationship or by adoption.

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### 3. Application

3.1. This Policy applies to all elected members of the Tasman District Council, Motueka Community Board and the Golden Bay Community Board.

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### 4. Policy

4.1. The rules, guidelines and monetary amounts set out within this policy are subject to change as a result of further determinations and guidance from the Remuneration Authority.

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4.2. Transparency is achieved by making details of elected members' expense claims available to the public on request.

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### 5. Authentication and Payment of Claims

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5.1. From time to time, elected members incur expenses on the Council's behalf, which need to be reimbursed. This reimbursement and the use of Council-supplied resources apply only to elected members individually, and only while they are acting in their official capacity as elected members.

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5.2. Claims are subject to a standard of probity and financial prudence that is to be expected of a local authority and able to stand public scrutiny.

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5.3. Completed claims are to be submitted within seven (7) days following the end of the month. Late claims submitted after three months will not be entertained except in extraordinary circumstances.

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5.4. Reimbursement of all claims will be processed through the payroll system in conjunction with elected member remuneration.

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5.5. All claims by elected members (except for the Mayor) for reimbursement of expenses or payment of allowances in accordance with these rules, together with supporting documents including receipts and GST tax invoices, shall be submitted to the Governance Team for processing with claims to be approved by the Chief Operating Officer or Governance Manager. The Mayor shall submit his/her claims to the Chief Executive for approval.

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5.6. In considering and approving reimbursement of claims the following principles will apply:

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- a) any expenses to be reimbursed must be on an actual and reasonable basis and in line with relevant Council policies.
- b) have a justifiable business purpose.
- c) be appropriate in all respects.
- d) be moderate and conservative having regard to the circumstances.
- e) be approved by a senior Council officer able to exercise independent judgement.
- f) are adequately documented, including the provision of full original receipts and, for amounts over \$50, must be accompanied by a GST Tax Invoice. This means the receipt must state the words 'Tax Invoice'. Items under \$50 must be accompanied by a receipt along with details of reasons.

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g) can be met within approved budgets or has been expressly authorised by Council outside of those budgets.

5.7. In the case of one-off expenditure, such as travel to conferences, the process and prior approvals required have been obtained.

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5.8. In the case of vehicle mileage, travel time and communications, home security systems and childcare, all limits set in this document do not exceed the Remuneration Authority's current Determination.

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5.9. The Council's audit work programme will include sampling expense claims and allowances paid to elected members to ensure compliance with policy and with the current Remuneration Authority Determination.

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#### 6. Taxation

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6.1. No allowances (as distinct from reimbursement of actual business expenses) are paid without the deduction of withholding tax. The taxation treatment of allowances and expense claims will at all times comply with the requirements and determinations of the Inland Revenue Department.

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6.2. Members are responsible for ensuring they fulfil their own personal tax obligations.

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#### 7. Vehicles

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7.1. Except for the Mayor, no elected members are provided with the use of a vehicle by the Council. The Mayor's vehicle will be available for his/her private use. A deduction will be made from his/her salary as determined by the Remuneration Authority. The Mayor will not be able to claim for vehicle mileage.

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#### 8. Car Parks

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8.1. Except for the Mayor, no elected members are provided with the use of a designated car park. With the exception of the Mayor who has a designated car park, elected members may not park in marked "TDC Cars Only" vehicle parks at the Richmond office site.

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8.2. Council members and the Community Board members will be provided with a parking permit that exempts the vehicle from the time limits applicable to managed parking (P90 and P120) on the streets surrounding the Council's offices. These permits are only applicable while the member is on Council business. Abuse of this privilege may lead to cancellation of the permit.

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#### 9. Vehicle Mileage Allowance

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9.1. Mileage will be paid up to the maximum rate per kilometre as set out in the current Remuneration Authority Determination. The mileage rate threshold will be as set out in the Remuneration Authority Determination. Refer to Schedule 1 for current rate. Note: the mileage rates in the Remuneration Authority Determination may not be consistent with the IRD tax exempt amounts.

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9.2. Mileage will be paid to eligible members on receipt of a completed and signed mileage claim. The mileage claim may be incorporated into the monthly expenses claim and will be processed on the same basis.

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**9.3.** To be eligible for mileage reimbursement the travel must be in the elected member's own vehicle and by the most direct route reasonable in the circumstances. Every reasonable effort should be made by elected members to share transport in order to reduce costs.

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Note: the mileage and communications allowances, including the mileage rate threshold is as set out in the current Remuneration Authority Determination and have pro rata provisions for members not in their elected position for the full 12 months of the financial year, i.e. those who do not return after elections, or those who are elected for the first time in October.

#### Rules applicable to Council Members

9.4. A member of the Council may make a mileage claim for travel that is for the purpose of undertaking official Council business, including:

- a) attending a meeting of the Council, or a committee of the Council, or a Community Board,
- b) attending a meeting of Long Term Plan or Annual Plan hearings,
- c) for travel:

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- i. to briefings, working parties, seminars, training courses, and information workshops where attendance has been requested by Council officers or by resolution of the Council,
- ii. pursuant to a request or authorisation from the Mayor or Chief Executive,
- iii. to meetings called by Council Officers to discuss Council business,
- iv. to meetings of residents, ratepayers or community groups in the capacity of a member of the Council,
- v. to official functions and events of the Council.

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#### Rules applicable to Community Board Members

**9.5.** A member of a Community Board may make a mileage claim for travel that is for the purpose of undertaking official Community Board business, including:

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- a) attending a meeting of the Community Board, a committee of Council, or of the Council,
- b) for travel:

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- i. to briefings, working parties, seminars, training courses, and information workshops where attendance has been requested by Council officers or by resolution of the Council,
- ii. to a specific event pursuant to a resolution of the Community Board,
- iii. pursuant to a request or authorisation from the Mayor or Chief Executive,
- iv. to meetings called by Council Officers to discuss Council business, including agenda setting,
- v. to official functions and events of the Community Board,
- vi. to meetings of residents, ratepayers or community groups in the capacity of a member of the Community Board.

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- vii. to National and Zone Community Board meetings and conferences.

#### 10. Travel Time

10.1. Elected members (excluding the Mayor) may claim reimbursement at the rate set out in the current Remuneration Authority determination for travel time (including travel to and from the member's residence) for travel undertaken on any one day to attend a Council or Community Board related meeting or event with a minimum threshold of one hour of time travelled. Refer to Schedule 1 for current rate.

10.2. Only time in excess of this threshold will qualify for payment and only if the travel is by the quickest form of transport and by the most direct route reasonable in the circumstances.

10.3. Travel time and mileage may be claimed for the same journey. Travel time is also applicable where the member is travelling with another person.

#### 11. Travel and Accommodation

11.1. The principles as set out in the Sensitive Expenditure Policy section 5 apply to all elected members.

11.2. Elected members may need to incur travel and accommodation costs while conducting Council business elsewhere in New Zealand or overseas. The principles of a justified business purpose, moderate and conservative expenditure, are particularly relevant for travel and accommodation expenditure.

11.3. Travel and accommodation expenditure should be economical and efficient, having regard to purpose, distance, time, urgency and personal health, security and safety considerations.

11.4. To the extent where it is practical, travel and accommodation is to be booked well ahead of the actual travel date, so the expenditure is the most cost-effective possible.

11.5. Wherever possible use is to be made of Council's preferred suppliers and negotiated corporate rates. Any exceptions require the express approval of the Chief Executive or the Group Manager - Finance.

11.6. All elected members are entitled to payment of actual and reasonable travel, accommodation, meal and related incidental expenses (including travel insurance) incurred when travelling on Council business. Such travel must be pre-approved by the Council or the Community Board and be accommodated within existing budgets.

11.7. Where travel arrangements are extended to accommodate a member's personal arrangements, all costs in addition to those that would be expected for the business component of the trip are the responsibility of the elected official.

#### 11.8. Taxis and Rental Cars

- a) **Taxis** - Council expects the use of taxis to be moderate, conservative and cost effective relative to other transport options. Wherever practicable shuttle or bus services are to be used in lieu of taxis. Taxis

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are only reimbursed for approved business conducted outside the district.

- b) **Rental Cars** - Council requires that the most economical type and size of rental car be used, consistent with the requirements of the trip. Rental cars are only available for business conducted outside the district and must be pre-approved. This approval may be given by the Chief Executive or the Group Manager - Finance. Any fines (parking or traffic offences) incurred while using a rental vehicle are the responsibility of the driver.
- c) **Private use** of a rental car is only permitted in exceptional circumstances and requires the express approval of the Mayor or the Chief Executive. All additional costs as a result of private use are the responsibility of the elected official.

#### **11.9. Air Travel**

- a) Council business air travel arrangements should be made through the Mayor's Executive Assistant.
- b) **Domestic travel** requires the prior approval of Council, or the Chief Executive or the Group Manager - Finance.
- c) **International travel** requires the express approval of Council.
- d) Discounted economy or economy class and/or a discount airline is to be the first choice for journeys where the uninterrupted flight time is 5 hours or less, except where the distance or hours travelled, work schedule on arrival, or personal health, safety or security reasons make business class preferable. In all circumstances first class travel is prohibited.
- e) Council payment for membership of airline travel clubs eg Koru Club is restricted to the Mayor. Subscriptions by elected members to airline clubs shall not be reimbursed or an allowance made.

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#### **11.10. Accommodation When Travelling**

- a) Must take into account the location of the accommodation relative to the event, the standard of the accommodation (which should be modest) and security issues.
- b) The use of "luxury" accommodation is not permitted.
- c) **Private accommodation** – Where an elected member elects to arrange private accommodation, this will be reimbursed at a set nightly rate that is all inclusive of accommodation, transport to and from the private residence and meals. No other expenditure shall be claimed by the elected member and no receipts are required for reimbursement to occur. Refer to Schedule 1 for the current rate.
- d) Accommodation check-out times are to be observed. In the absence of extenuating circumstances, any additional costs as a result of failing to check out in time are the responsibility of the elected member.

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### 11.11. Meals when Travelling

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- a) Reasonable meal costs will be met with the total cost not expected to exceed the amount specified in Schedule 1, or such other amount as is set from time to time by the Chief Executive. Separate meal expenses will not be met where a meal has been provided as part of the meeting, conference, training, hotel booking etc.
- b) Drinks – Council will pay for only one non-alcoholic beverage with an evening meal, claiming for alcohol expenditure is not permitted, this is in line with the current expectations for public organisations.
- c) Minibars/Videos – these costs will not be reimbursed by Council.

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### 11.12. Other Travel expenses

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- a) **Phone Calls** – All charges for business-related telephone calls, faxes, email and internet access made by an elected official while travelling on Council business will be reimbursed. Reasonable private use to clear email and communicate with family members is permitted.
- b) **Unexpected Events** - Reasonable expenses will be met for unexpected events, e.g., overnight expenses due to a cancelled plane flight.

## 12. Accommodation and Meals – Official Meetings

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### 12.1. Meals

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- a) Where a Council meeting adjourns for lunch and a member of the Council buys his or her lunch, and where a Community Board meeting adjourns for lunch and a member of the Community Board buys his or her lunch, then the member may claim reimbursement of the cost of their lunch up to the amount specified in Schedule 1.
- b) Where the Councillors or Community Board members attend a meeting that ends at lunchtime and the same Councillors or Community Board members attend a subsequent meeting after lunch, then the members may claim reimbursement of the cost of their lunch up to the amount specified in Schedule 1.
- c) Otherwise, the cost of meals paid for by a member of the Council or a member of a Community Board shall be reimbursed only if the member has obtained the approval of the Chief Executive or the Chief Operating Officer.
- d) Reimbursement will only be applicable when lunch has not been provided by Council, or the Community Board.
- e) Reimbursement of the cost of meals must be accompanied by receipts and details of the reason for the claim.

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#### 12.2. Reimbursement for accommodation

- a) If it is unreasonable for an elected member to travel to his or her home after a meeting, the elected member may claim a meal and accommodation allowance. The maximum amount of the allowance is specified in Schedule 1 and is reimbursable with receipts. No reimbursement for purchases from hotel mini-bars or charges for in-room services will be accepted.

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#### 13. Entertainment and Hospitality

13.1. Except for meals reimbursed under other sections of this policy no hospitality and entertainment allowances are payable to elected members.

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13.2. For reimbursement or charging, all entertainment and hospitality expenditure must comply with the requirements set down in the Sensitive Expenditure Policy.

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13.3. In particular, elected members must ensure that full receipts, details of the names of parties entertained and reasons for the entertainment are to be provided.

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#### 14. Communications

##### 14.1. Technology Equipment

- a) The Council provides the following equipment or the equivalent to designated members of Council. Private use of this equipment is permitted:
- Notebook computer, printer – The Mayor
  - Mobile phone - The Mayor and the Deputy Mayor
  - Laptops – elected members
- b) The equipment provided to elected members to provide access to electronic Council and board papers remains the property of the Council.
- c) Council staff will assist with setting up access on the chosen device to Council systems.

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##### 14.2. Communications Allowance

- a) The Council provides a communications allowance to all elected members of \$650 pa, with the exception of the Mayor.
- b) This annual allowance is reviewed every three years (or when the Remuneration Authority issues a Determination) and is based on the actual costs for a typical elected member. The allowance detailed in Schedule 1 has been set in accordance with the current Local Government Members (Local Authorities) Determination. The difference in amounts is due to the provision of laptops to all Councillors by Council.
- c) The allowance covers provision by the elected member of equipment and also covers related data charges as detailed below. All maintenance and other costs are the responsibility of the member.

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- i. Printer
- ii. Broadband internet connection and related charges including installation where applicable
- iii. Home phone land line including rental and toll charges
- iv. Mobile device and related charges including toll/data charges
- v. ICT consumables

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- d) In exceptional circumstances where unusually high internet access set up costs apply e.g. in remote rural areas, the member may request a one-off reimbursement of 50% of the setup costs.

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- e) In an election year the annual allowance will be paid pro rata in two amounts. The first being for the period up to the election date. The second for the period from the election date to 30 June in the following year.

#### 15. Stationery and Consumables

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- 15.1. Elected members receive an ICT allowance of \$650 per annum, which includes printer and any other ICT consumables, so no reimbursement claims can be made for these costs.

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#### 16. Childcare Allowance

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- 16.1. The purpose of the childcare allowance is to remove a potential barrier to involvement in local government by assisting wider representation, by making a Council contribution to the eligible childcare costs of the elected member, as defined from time to time in the related Remuneration Authority determination.

- 16.2. The Council will reimburse elected members for a contribution towards eligible childcare costs where these payments are incurred to enable elected members of the Council, the Motueka Community Board and the Golden Bay Community Board to undertake the following activities:

- a) attendance at Council, or Committee meetings or Community Board meetings where the elected member is either a member of the Committee, or is a Council appointee to the Committee; and
- b) attendance at Council or Community board workshops to discuss items of Council/Board business; and
- c) attendance at meetings of Committees and bodies formally recognised by the Council, where the elected member is formally appointed to the committee or body by the Council.
- d) attendance at meetings and events that are part of a formal Council community engagement programme.

- 16.3. These provisions do not apply:

- a) where the elected member's attendance is in their capacity as a trustee or director of a council controlled organisation or council controlled trading organisation.

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b) to 'live in' staff including au pair workers.

16.4. Reimbursement will only be for the actual and reasonable costs for childcare services incurred and on the production of an invoice or receipt. If partial reimbursement has been received from another source that must be deducted when making a claim.

16.5. The maximum value for reimbursement is to be \$15 per hour (plus GST if applicable), per eligible child, and must comply with the following:

a) the child is under 14 years of age

b) payments made to a family member or a person ordinarily residing with the member are not eligible for reimbursement

c) evidence of payments made and received are to be appended to any expense claim.

16.6. The maximum annual allowance per elected member is capped at \$15,000 p.a. (pro-rata for part years) or \$7,500 p.a. per qualifying child whichever is the lower amount.

16.7. The claim for reimbursement may include the time taken by the elected member to travel by the most direct route reasonable in the circumstances to the meeting or workshop, provided this is also the time the childcare began/finished.

16.8. Claims for reimbursement are to be filed no later than seven days following the end of the month in which the expense was incurred. Late claims submitted after three months will not be eligible except in extraordinary circumstances.

16.9. Reimbursement of all claims will be through the payroll system in conjunction with elected member remuneration.

16.10. This allowance is subject to withholding tax which will be deducted from the payment. The taxation treatment of any claim will at all times comply with the requirements and determinations of the Inland Revenue Department.

16.11. Claims will be reviewed and authorised by the Chief Operating Officer.

**17. Home Security System Allowance (included in principle (13 November 2025), subject to a further report)**

**The Council is being asked to approve the inclusion of a Home Security System Allowance in principle at this stage, subject to a further report providing further information, including the process referred to in 17.3 below.**

17.1. Based on a security threat and risk assessment authorised by the local authority, a local authority may reimburse the expenses of having a security system installed and monitored at a member's primary place of residence within the local authority area up to a maximum of -

a) \$4,500 for purchasing and installing the system; and

b) \$1,000 in any year for monitoring, callouts, and repairs.

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17.2. A member may also be reimbursed for additional expenses for the provision of supplementary security measures at their primary place of residence within the local authority area if -

- a) the security threat and risk assessment recommends that those supplementary security measures be provided to the member; and
- b) the Remuneration Authority, on application from the local authority, approves reimbursement of the additional expenses arising from the provision of those supplementary security measures.

17.3. Refer to Schedule 2 of this policy for the process for a security risk assessment (to be determined).

#### **18. Conferences, Courses, Seminars and Training**

- 16.1 The conference, course, seminar or training event must contribute to the Councillor's or the board member's ability to carry out Council and or board business.
- 16.2 The cost of a member of the Council or a member of a Community Board registering to attend a conference or seminar on Council or Community Board business shall be reimbursed only if the Council or Community Board has previously resolved to do so. Otherwise, no expenses are reimbursed or allowances paid in respect of elected member's attendance at professional development courses, conferences and seminars.

#### **19. Clubs and Associations**

- 17.1 Except as allowed under rule 12.8(e), no expenses are reimbursed, or allowances paid in respect of subscriptions to clubs or associations.

#### **20. Other Expense Reimbursement**

- 19.1 Other than as expressly provided for in a Remuneration Authority determination, or with the express approval of the Chief Executive or the Group Manager - Finance, no other expense reimbursements are made or allowances paid, to elected members.

- 19.2 Certain items have been confirmed as not reimbursable as follows:

- increased clothing standard because of attendance at Council and other meetings;
- constituent expenses;
- lost time or the additional payments incurred in having normal work undertaken by someone else;
- personal subscriptions to magazines, clubs and organisations;
- hospitality extended to constituents in private home on Council business, and community contacts; and
- spouse's costs in attending functions, with the exception of the Mayor's spouse, invited in an official capacity.

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### Schedule One

#### Notes:

- These are to be read in conjunction with the conditions described within the Policy Section
- All items which attract GST are considered inclusive of GST unless specified otherwise

Policy Section	Item	Claimable Expense Rate	General Conditions
<u>9</u>	Mileage	<u>Petrol vehicle - \$1.17 per kilometre *</u> <u>Diesel vehicle - \$1.26 per kilometre *</u> <u>Petrol hybrid vehicle – 86c per kilometre *</u> <u>Electric vehicle - \$1.08 per kilometre *</u>	<u>On Council business, for a petrol, diesel, hybrid or electric vehicle, for the first 14,000 kms of eligible travel. Other criteria apply (s11 of the current Remuneration Authority Determination).</u> <u>Note: Mileage may be subject to tax, even within the 14,000 km threshold.</u>
<u>10</u>	Travel Time	<u>\$41.30 per hour*</u>	<u>Other criteria apply. These are detailed in (s12 of the current Remuneration Authority Determination for Local Government Members).</u>
11.10 (c)	Private Accommodation	\$55.00 per night	Inclusive of accommodation, transport to and from, and meals.
11.11 (a)	Meal	\$45.00	per person per meal.
12.1	Lunch	\$15.00	<u>Official meeting days only when there is a morning and afternoon meeting/workshop, or a meeting adjourns and reconvenes after lunch.</u>
<u>12.2</u>	Accommodation	<u>\$180.00</u>	<u>Per night of official meeting.</u>
<u>14</u>	Communication Allowance	<u>\$650.00pa</u>	<u>For Councillors and Community Board members.</u>
<u>16</u>	<u>Childcare Allowance</u>	<u>\$15.00 per hour</u>	<u>Note: this allowance has an annual cap of \$7,500 per child *(s14 of the current Remuneration Authority Determination for Local Government Members).</u>

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<u>17</u>	<u>Home Security System Allowance</u>	<u>Up to \$4,500 * for purchase of system and \$1,000 pa *for monitoring, callouts and repairs.</u>	<u>Additional expenses may be reimbursed upon approval by the Remuneration Authority</u>
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\*Amounts set by the Remuneration Authority

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¶  
Date of approval: 3 November 2022¶

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Schedule Two

Home Security System Allowance – Security Risk Assessment Process (TBC)

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Authorised by Leonie Rae, Chief Executive, in accordance with Council Resolution

Date of approval: 13 November 2025

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## 7.5 AMENDMENTS TO DELEGATIONS AND NELSON TASMAN LAND DEVELOPMENT MANUAL

Decision Required

<b>Report To:</b>	Tasman District Council
<b>Meeting Date:</b>	13 November 2025
<b>Report Author:</b>	Lakan Beech, Legal Advisor; Kat Remington, Legal Services Officer
<b>Report Authorisers:</b>	Leith Townshend, General Counsel; Steve Manners, Chief Operating Officer
<b>Report Number:</b>	RCN25-11-5

### 1. Purpose of the Report / Te Take mō te Pūrongo

- 1.1 An organisational restructure was completed on 3 November 2025 where positions, functions and titles changed. As a result, the Council needs to ensure that:
- delegations made by Council resolutions to members of the Executive Leadership Team (**ELT**) via report recommendations before the 3 November 2025 restructure may be exercised by the current member of ELT that currently carries out the role referred to in the earlier resolution;
  - staff delegations in the Local Government (Rating) Act 2002 (**LGRA**) and Resource Management Act 1991 (**RMA**) are amended to reflect new position titles; and
  - the definition of ‘Engineering Manager’ in the Nelson Tasman Land Development Manual (**NTLDM**) is amended to reflect the new organisational structure.
- 1.2 No new delegations are being sought by staff at this time.
- 1.3 The full register will be provided to the Council in the new year and a workshop will be organised prior to that meeting.

### 2. Summary / Te Tuhinga Whakarāpototo

- 2.1 This is an important section. The summary should meet the needs of a time-pressured decision-maker and a member of the public. Assume they will read only this part of the report.
- 2.2 This report seeks to amend existing delegations to staff positions affected by a recent organisational restructure. No new delegations are sought.
- 2.3 Where the Council has delegated powers and functions to the Chief Executive Officer, the Chief Executive Officer has the authority in most cases to sub-delegate those powers and functions to staff and can approve those at an operational level.
- 2.4 Certain legislation requires that only the Council can delegate its powers and functions, and this applies to the Local Government (Rating) Act 2002 (**LGRA**) and Resource Management Act 1991 (**RMA**). For this reason, any changes, or additions to delegations under these Acts must be made by the Council.

- 2.5 In addition, the Council must also ensure that specific delegations that were made to ELT members by resolution may be carried out by the current member of ELT who is responsible for that function. This report seeks an omnibus resolution to transfer delegations made by resolution to ELT members between 26 October 2023 and 2 September 2025, to now be held by the member of the current ELT who currently carries out the role referred to in the earlier resolution.
- 2.6 The NTLDM provides minimum standards and guidance for network assets and construction requirements and gives certain powers and responsibilities to the 'Engineering Manager' of the Nelson and Tasman Councils. The current definition of 'Engineering Services Manager' references the 'Tasman District Council Engineering Services Manager', which was disestablished in 2021.
- 2.7 This definition should be changed to "Tasman District Council Tier 2 Managers responsible for infrastructure or their delegates" because the Council's Engineering Manager's responsibilities are now spread across three group manager positions.

### **3. Recommendation/s / Ngā Tūtohunga**

#### **That the Tasman District Council**

- 1. receives the Amendments to Delegations and Nelson Tasman Land Development Manual report, RCN25-11-5; and**
- 2. authorises that delegations made by a specific resolution between 26 October 2023 and 25 September 2025 to members of the Executive Leadership Team are to be held by the current members of the Executive Leadership Team, where they are currently carrying out the same role and functions as the former member;**
- 3. delegates authority to the Chief Executive Officer to hold and exercise those same delegations as the members of the Executive Leadership Team;**
- 4. approves the proposed additions and changes to delegations as set out in Attachment 1 to the agenda report, being an extract from the Council's Delegation Register with additions and changes to Part Three – Management Delegations and Part Four – Statutory Delegations, to reflect the changes in organisational structure;**
- 5. notes that no new statutory delegations are being sought;**
- 6. approves amending the definition of 'Engineering Manager' in the Nelson Tasman Land Development Manual to 'the Nelson City Council Group Manager Infrastructure or Tasman District Council Tier 2 Managers responsible for infrastructure or their delegates'; and**
- 7. notes that the Delegations Register and Nelson Tasman Land Development Manual will be updated to reflect approved changes.**

### **4. Background / Horopaki**

- 4.1 Delegations are powers and responsibilities that the Council allows sub-committees or Council staff to exercise on the Council's behalf. These powers and responsibilities come from legislation, Council-made bylaws and policies or the Council's general powers as a body corporate.
- 4.2 All Council delegations are recorded in Tasman District Council's Delegations Register. Council may make new delegations or amend existing delegations by resolution.

- 4.3 An organisational restructure was completed on 3 November 2025 where positions, functions and titles changed
- 4.4 Delegations are recorded against position titles, which necessitates review when restructures occur to ensure that each role retains or gains the delegations needed.
- 4.5 In most instances, this does not require approval by the Council due to the Chief Executive Officer's powers of sub-delegation.
- 4.6 Certain legislation requires that only the Council can delegate its powers and functions, and this applies to the Local Government (Rating) Act 2002 (**LGRA**) and Resource Management Act 1991 (**RMA**).
- 4.7 This report seeks the Council's approval to amend the following to reflect these organisational changes:
  - specific delegations made by Council resolution that were held by the former ELT members before the 3 November restructure;
  - LGRA;
  - RMA; and
  - the definition of 'Engineering Manager' in the NTLDM.

## **5. Analysis and Advice / Tātaritanga me ngā tohutohu**

### **Organisational Changes**

- 5.1 A new organisational structure was put in place on 3 November 2025, which resulted in the following staff changes and transfer of functions:
  - The Chief Financial Officer was disestablished and replaced by the Group Manager – Strategy & Finance.
  - The Group Manager Service & Strategy was disestablished and replaced by the Group Manager Customer & Community.
  - The Group Manager, Environmental Assurance and Group Manager, Environmental Science were disestablished and replaced by the Group Manager Environmental Services.
  - The Local Water Done Well (**LWDW**) Entity in-house business unit and LWDW Entity Manager were established. The LWDW Entity is responsible for water services delivery and infrastructure.
  - The Group Manager – Community Infrastructure was disestablished, resulting in the following function transfers and reporting line changes:
    - a. The Water and Wastes Manager reports to the LWDW Entity Manager.
    - b. The Transport, Reserves & Facilities and Property & Facilities Maintenance Managers now report to the Group Manager – Customer & Community.
    - c. The Project Delivery Manager now reports to the Group Manager Strategy & Finance.
    - d. Enterprise now reports to the Strategic Planning & Enterprise Manager, who sits with the Strategy & Finance Group.

**Delegations to former ELT members made by resolution**

- 5.2 It has been identified that previous Council resolutions exist where authority, for example, to sign a specific document, has been delegated to an ELT member. There has been no further delegation of the authority created by the resolution to the new member of ELT who is responsible for the functions of the former role, meaning the authority cannot be exercised and requiring a further resolution to be sought from Council.
- 5.3 One example of this is a resolution of 27 March 2025 Full Council meeting:  
*delegates authority to the Group Manager – Community Infrastructure to negotiate the sale or transfer and execute documents necessary to give effect of certain properties; and*
- 5.4 The document referred to above relates to an ongoing property negotiation. The role of the Group Manager – Community Infrastructure no longer exists, meaning that the delegated action can no longer be exercised. The delegated authority should go to the Group Manager – Customer & Community in this case.
- 5.5 As a best practice solution and to avoid the need for further separate resolutions and reports, an omnibus resolution is proposed to transfer all previous delegations made by resolution held by ELT members before the 3 November 2025 restructure, to now be held by the member of the current ELT who currently carries out the role referred to in the earlier resolution.
- 5.6 This omnibus resolution will also give the Chief Executive Officer the same delegated authority as has been delegated to the former members of the ELT. This is to ensure that more than one person holds the delegation in case of urgency. It also means that even if ELT member positions and titles change, the role of Chief Executive Officer will not.
- 5.7 It is proposed that the omnibus resolution cover all delegations by resolution between 26 October 2023 and 2 October 2025.
- 5.8 The start date should be 26 October 2023 because the Council passed an equivalent omnibus resolution on this date that the Chief Executive and then ELT holds all delegations held by former ELT members between made by resolution five years before the date of that report (RCN23-10-4).
- 5.9 This means that the Council does not need to redelegate delegations made to ELT members before 26 October 2023 because the Chief Executive will hold any delegations made prior to this date and may either exercise it herself or sub-delegate to the responsible ELT member.
- 5.10 The end date should be 25 September 2025 when the final meeting of 2022-25 Tasman District Council was held. While there was an extraordinary meeting on 2 October 2025, no delegations were made to former ELT members.
- 5.11 The legal team recorded four specific delegations made since 26 October 2023 to former ELT members:
- a. 3 November 2023 (confidential report) – delegated authority to Group Manager – Community Infrastructure to negotiate property sales and execute documents necessary to give effect to certain properties
  - b. November 2023 – delegates responsibility for agreeing to any amendments to the budget values resulting from further cost analysis to the Councils' Group Managers (Group Manager Community Services at Nelson City Council and Group Manager Community Infrastructure at Tasman)

- c. 24 October 2024 - Delegates to the Chief Executive Officer and Group Manager – Environmental Science the authority to make payments to Eligible Private Landowners in accordance with the River Stopbank Recompense Policy.
- d. 27 March 2025 (Confidential report) - delegated authority Group Manager – Community Infrastructure to negotiate the sale or transfer and execute documents necessary to give effect of certain properties; and

5.12 There may be more that were not captured in the Delegations Register, which an omnibus resolution will capture.

### **Amendments to Statutory and Management Delegations**

- 5.13 LGRA and RMA delegations are in the Statutory Delegations part of the Delegations Register. These delegations can only be made by the Council as the LGRA and RMA specially prohibits the Council giving the Chief Executive Officer (or other staff) the power to subdelegate
- 5.14 The LGRA gives local authorities the power to set, assess, and collect rates to fund Council services and activities.
- 5.15 The RMA is New Zealand's principal environmental legislation. The RMA requires councils to set rules and process consents for environmental activities like building, earthworks and water use to manage effects on people, communities and the environment.
- 5.16 Thirty (30) statutory LGRA delegations are held by the Chief Financial Officer, which has been disestablished, and two tier 3 managers whose position titles have changed.
- 5.17 Seven (7) Statutory delegations and one (1) Management Delegation are held under the RMA by disestablished Group Manager positions, being the Group Managers for Environmental Science, Community Infrastructure and Information Science and Technology.
- 5.18 To reflect organisational changes, statutory delegations:
  - held by the Chief Financial Officer should be re-delegated to the Group Manager – Strategy & Finance.
  - delegations held by the delegations of the Group Manager Environmental Science should be re-delegated to the Group Manager – Environmental Services; and
  - delegations held by the Group Manager – Community Infrastructure should be redelegated to the following positions:
    - a. the LWDW Entity Manager as required for water services
    - b. Group Manager – Customer & Community as required for property, reserves and transportation matters
    - c. Group Manager – Strategy & Finance as required for programme and project delivery and projects.
- 5.19 Finance also requested that the Team Leader Rates be included in some LGRA delegations. This is a delegation to a new role but not a new delegation.
- 5.20 Management Delegation 5.5 should also be amended. This relates to giving consent to land uses subject to a designation and is currently delegated to two disestablished Tier 2 Managers. While it is recorded as a separate Management Delegation, it is the same power that is contained in section 176 of the RMA, which is delegated to the Chief Executive and all Tier 2 Managers. To reflect the new structure and ensure consistency with the Statutory

Delegations, Council should confirm that Management Delegation 5.5 is delegated to Chief Executive and all Tier 2 Managers.

- 5.21 Council is undertaking a more comprehensive review of RMA delegations and will present a report in the new year if further delegations amendments are required.

### **Nelson Tasman Land Development Manual**

- 5.22 The NTLDM provides minimum standards and guidance for network assets and construction requirements. Under the NTLDM, the 'Engineering Managers' of Nelson and Tasman Councils have powers and responsibilities relating to infrastructure and engineering matters. Non-significant amendments may be made to the NTLDM by 'Engineering Managers' with the approval of Council.
- 5.23 The NTLDM currently states that 'Engineering Manager means the Group Manager Infrastructure (Nelson City Council) or the Engineering Services Manager (Tasman District Council)'.
- 5.24 The Engineering Services Manager was disestablished and replaced by the Group Manager – Community Infrastructure role in 2021. This role was disestablished on 3 November 2025 and responsibility for engineering related matters has been split across three tier 2 group manager roles:
- LWDW Entity Manager – water services
  - Group Manager, Customer & Community – transportation
  - Group Manager, Strategy & Finance – project delivery
- 5.25 This report seeks Council approval to amend this definition to 'Engineering Manager' means the Group Manager Infrastructure (Nelson City Council) or Tasman District Council Tier 2 Managers responsible for Infrastructure or their delegates'.
- 5.26 This new definition reflects the new organisational restructure whereby infrastructure and engineer related matters are spread across multiple Tier 2 roles and avoids the need to amend the definition of 'Engineering Manager' whenever ELT positions are restructured or renamed.

## **6. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea**

- 6.1 There are no financial or budgetary implications.

## **7. Options / Kōwhiringa**

- 7.1 The options are outlined in the following table:

Option		Advantage	Disadvantage
1.	Approve the proposed changes to the Delegations Register and NTLDM	Enables efficiency in delivering services. Ensures legislative compliance through committees and staff having the correct delegations for their roles, thereby reducing risk for the Council.	No disadvantages to the proposed changes.
2.	Do not approve the proposed changes	None identified.	New positions will lack delegated authority to exercise powers that they need for their roles that their equivalent predecessors could exercise.  Further resolutions will be required from the Council to create the delegation again. Current ELT responsibilities may have changed and been split between ELT members.

## 7.2 Option 1 is recommended.

### 8. Legal / Ngā ture

- 8.1 Thee LGRA and RMA restrict the sub-delegation of powers. Delegated authority needs to come directly from the Council.
- 8.2 Councils operate under a plethora of legislation daily. Many statutes, particularly older ones give powers and functions to the Council and do not provide for direct delegations to staff. This means councils must work through each Act (and their bylaws, policies etc.) and decide on levels of delegated authority.

### 9. Iwi Engagement / Whakawhitiwhiti ā-Hapori Māori

- 9.1 Due to delegations being operational by nature, no engagement has been undertaken with iwi.

### 10. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui

- 10.1 The proposed changes to the Delegations Register are considered of low significance and no community engagement and consultation has been required.

	Issue	Level of Significance	Explanation of Assessment
1.	Is there a high level of public interest, or is decision likely to be controversial?	Low	Generally, delegations are a matter for the Council to ensure that the Council can operate as efficiently as possible.
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	Low	Staff may interact with members of the public daily in relation to many functions of the Council so it is important that staff hold appropriate delegations to make decisions which can have a positive or not so positive impact on those customers.
3.	Is there a significant impact arising from duration of the effects from the decision?	Low	Ensuring delegations are in place helps to improve services for customers and at the same time, reduce risk to the Council.
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
5.	Does the decision create a substantial change in the level of service provided by Council?	No	
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to freshwater or particular consideration of current legislation relating to water	Low	The proposed delegations are in response to Council's the LWDW business unit.



	Issue	Level of Significance	Explanation of Assessment
	supply, wastewater and stormwater infrastructure and services?		

## 11. Communication / Whakawhitiwhiti Kōrero

- 11.1 Managers have been involved in proposing changes to the Delegations Register and to delegations to their staff and will be advised if these are approved.

## 12. Risks / Ngā Tūraru

- 12.1 Identify any possible risks with this proposal, or of not doing what is proposed (including reputational risk) Is this overall Low / Medium / High? What are you proposing to mitigate risk?
- 12.2 If the Council does not amend these delegations, staff with new or renamed positions can no longer exercise delegated powers that their predecessors could have. Decisions would require a decision of the Council, which would be inefficient.
- 12.3 It is important for staff to hold delegated authority from the Council or the Chief Executive Officer to enable them to carry out their powers, duties, and functions otherwise risk can be created for the Council if unauthorised decisions are challenged.

## 13. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi

- 13.1 There are no climate change considerations.

## 14. Alignment with Policy and Strategic Plans / Te Hangai ki ngā kaupapa Here me ngā Mahere Rautaki Tūraru

- 14.1 The changes to Group Managers are part of an organisational restructure aimed at placing strategy at the forefront of planning to deliver financial sustainability and long-term public value to the community as well as position the Council to respond to rapidly changing national reform programmes, such as Local Water Done Well.


## 15. Conclusion / Kupu Whakatepe

- 15.1 Ensuring correct delegations are in place for decision making and other powers and functions is essential, and it is recommended that the proposed changes and amendments to the Delegations Register be approved by the Council.

## 16. Next Steps and Timeline / Ngā Mahi Whai Ake

- 16.1 The Delegations Register will be updated with the proposed changes once approved by the Council.
- 16.2 The legal team is undertaking a full review of the Delegations Register in preparations for moving to LocoDelegations, a fully digital delegations register. Further changes to the Delegations Register will be brought to the Council in the new year coming months as staff work towards implementation of LocoDelegations.

<b>17. Attachments / Tuhinga tāpiri</b>
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- |  |   |    |
|--|---|----|
| 1. <a href="#"></a> | Proposed Amendments to Delegations Register and Nelson Tasman Land Development Manual | 79 |
|--|---|----|

## Attachment One

## A - Proposed Amendments to Statutory Delegations and Management Delegations

Local Government (Rating) Act 2002		
221	<p>s.28(2)</p> <p>Power to decide whether the disclosure of the name of any person is necessary to identify a rating unit.</p>	<p>Chief Executive (includes Acting Chief Executive),  <a href="#">Group Manager – Strategy &amp; Finance</a>  <a href="#">Financial Strategy &amp; Planning Manager</a>  <a href="#">Business Services and Rates Manager</a>  <a href="#">Chief Financial Officer</a>  <a href="#">Financial Performance Manager,</a>  <a href="#">Revenue and Rates Manager,</a>  <a href="#">Team Leader Rates</a>            Senior Rates Officer            Rates Officer</p>
222	<p>s.28(3)</p> <p>Authority to determine a fee for being supplied a copy of Rating Information Database (RID) data.</p>	<p>Chief Executive (includes Acting Chief Executive),  <a href="#">Group Manager – Strategy &amp; Finance</a>  <a href="#">Financial Strategy &amp; Planning Manager</a>  <a href="#">Business Services and Rates Manager</a>  <a href="#">Chief Financial Officer</a>  <a href="#">Financial Performance Manager,</a>  <a href="#">Revenue and Rates Manager</a></p>
223	<p>s.29</p> <p>Authority to determine objections to the Rating Information Database.</p>	<p>Chief Executive (includes Acting Chief Executive),  <a href="#">Group Manager – Strategy &amp; Finance</a>  <a href="#">Financial Strategy &amp; Planning Manager</a>  <a href="#">Business Services and Rates Manager</a>  <a href="#">Chief Financial Officer</a>  <a href="#">Financial Performance Manager,</a>  <a href="#">Revenue and Rates Manager,</a></p>
224	<p>s.35</p> <p>Authority to remove a name from the Rating Information Database.</p>	<p>Chief Executive (includes Acting Chief Executive)  <a href="#">Group Manager – Strategy &amp; Finance</a>  <a href="#">Financial Strategy &amp; Planning Manager</a>  <a href="#">Chief Financial Officer</a>  <a href="#">Financial Performance Manager,</a>            Team Leader - Revenue <del>Administration,</del>  <a href="#">Revenue and Rates Manager,</a>  <a href="#">Business Services and Rates Manager</a>  <a href="#">Team Leader Rates</a>            Senior Rates Officer,            Finance Officer - Accounts Receivable and Revenue,            Finance Officer - Banking and Revenue,            Finance Officer - Rates and Revenue,            Rates Officer,            Water Billing Officer</p>
225	<p>s.38</p> <p>Inspection of rates records</p>	<p><a href="#">Group Manager – Strategy &amp; Finance</a>  <a href="#">Financial Strategy &amp; Planning Manager</a>  <a href="#">Business Services and Rates Manager</a>  <a href="#">Chief Financial Officer</a>  <a href="#">Financial Performance Manager</a>  <a href="#">Revenue and Rates Manager</a>            Team Leader Revenue <del>Administration</del>  <a href="#">Team Leader Rates</a>            Senior Rates Officer            Rates Officer</p>

<b>Local Government (Rating) Act 2002</b>		
226	s.39 Authority to determine objections to rates records.	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager,</a> <a href="#">Revenue and Rates Manager</a>
227	s.40 Authority to correct errors in the Rating Information Database and Rate Records.	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager,</a> <a href="#">Revenue and Rates Manager,</a> <a href="#">Team Leader Rates</a> Senior Rates Officer, Rates Officer, Water Billing Officer
228	s.41 Issuing an amended rates assessment where there is an error in rating information database or rates record is corrected and refunding rates where necessary	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a> Team Leader Revenue <a href="#">Administration</a> <a href="#">Team Leader Rates</a> Senior Rates Officer Rates Officer
229	s.41A Issuing an amended rates assessment to give effect to objection to valuation under Rating Valuations Act 1998 and refunding or recovering money where necessary	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a> Team Leader Revenue <a href="#">Administration</a> <a href="#">Team Leader Rates</a> Senior Rates Officer Rates Officer
230	s.42 Recovering additional rates in certain circumstances	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a> Team Leader Revenue <a href="#">Administration</a> <a href="#">Team Leader Rates</a>

<b>Local Government (Rating) Act 2002</b>		
231	s. 44-49, 51  Designing and delivering rates assessments and invoices to ratepayers in accordance with these sections	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a> Team Leader Revenue <a href="#">Administration</a> <a href="#">Team Leader Rates</a> Senior Rates Officer Rates Officer
232	s.53  Appointing and entering into agreements re rates collector	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a>
233	s.54  Power not to collect small amounts.	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> , <a href="#">Revenue and Rates Manager</a>
234	s.58  Imposing penalties in certain circumstances	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a> Team Leader Revenue <a href="#">Administration</a> <a href="#">Team Leader Rates</a> Senior Rates Officer Rates Officer
235	s.61  Authority to collect unpaid rates from the owner.	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> , <a href="#">Revenue and Rates Manager</a> , Team Leader - Revenue <a href="#">Administration</a> <a href="#">Team Leader Rates</a>
236	s.62  Authority to collect unpaid rates from persons other than the owner.	Chief Executive (includes Acting Chief Executive) <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> , <a href="#">Financial Performance Manager</a> , <a href="#">Revenue and Rates Manager</a> , Team Leader - Revenue <a href="#">Administration</a> , <a href="#">Team Leader Rates</a>

<b>Local Government (Rating) Act 2002</b>		
237	s.63 Authority to commence legal proceedings for the recovery of rates that are in default.	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer,</a> <a href="#">Financial Performance Manager,</a> <a href="#">Revenue and Rates Manager</a>
238	s.67 Applying to have a judgement enforced and offering land for lease.	Chief Executive (includes Acting Chief Executive), <a href="#">Chief Financial Officer</a> <a href="#">Group Manager – Strategy &amp; Finance</a>
239	s.72 Authority to consent to sell or lease unit by private treaty.	Chief Executive (includes Acting Chief Executive), <a href="#">Chief Financial Officer,</a> <a href="#">Group Manager – Strategy &amp; Finance</a>
240	ss.77 Authority to sell or lease abandoned land.	Chief Executive (includes Acting Chief Executive), <a href="#">Chief Financial Officer</a> <a href="#">Group Manager – Strategy &amp; Finance</a>
241	s.85, 87 Authority to consider and decide applications made under the Policy on Remission of Excess Metered Water Rates (within the Delegate's Financial Delegations).	<a href="#">LWDW Entity Manager</a> <a href="#">Group Manager – Community Infrastructure</a> Waters and Wastes Manager Team Leader – Water Supply <a href="#">Water Billing Officer</a>
242	ss.85, 87, 114-115 Authority to administer rate remission and postponement policies.	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer,</a> <a href="#">Financial Performance Manager,</a> <a href="#">Revenue and Rates Manager,</a>
243	s.88 Adding a postponement fee in accordance with policy	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a> Team Leader Revenue <a href="#">Administration</a> <a href="#">Team Leader Rates</a> Senior Rates Officer Rates Officer
244	s.89 Recording the net cost of postponed rates in accordance with policy	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a> Team Leader Revenue <a href="#">Administration</a> <a href="#">Team Leader Rates</a> Senior Rates Officer Rates Officer

<b>Local Government (Rating) Act 2002</b>		
245	s.90 Registering a notice of charge or release on a rating unit	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a> Team Leader Revenue <a href="#">Administration</a> <a href="#">Team Leader Rates</a>
246	s.98A-98F Making decisions on division into separate rating areas and no longer a separate rating area, apportionment of rates, adjustments, and related functions	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a>
247	s.99 Authority to apply to Maori Land Court for charging orders.	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> , <a href="#">Financial Performance Manager</a> , <a href="#">Revenue and Rates Manager</a>
248	s.108 Applying to the Māori Land Court to enforce a charging order	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a>
249	s.111 <a href="#">Power to apply to</a> Māori Land Court <a href="#">to may</a> make order for payment	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> <a href="#">Financial Performance Manager</a> <a href="#">Revenue and Rates Manager</a>
250	s.135 Authority to sign documents for court proceedings.	Chief Executive (includes Acting Chief Executive), <a href="#">Group Manager – Strategy &amp; Finance</a> <a href="#">Financial Strategy &amp; Planning Manager</a> <a href="#">Business Services and Rates Manager</a> <a href="#">Chief Financial Officer</a> , <a href="#">Financial Performance Manager</a> ,

<b>Resource Management Act 1991</b>		
455	s.181(3) Power to give notice of a minor alteration to any Council designation, and under section 182 of the Act to give notice requesting removal of any Council designation from the Tasman Resource Management Plan and subject to reporting to Council of any action taken under this delegation.	Chief Executive (includes Acting Chief Executive), <del>Group Manager – Community Infrastructure,</del> <del>Group Manager – Customer &amp; Community</del> <u>LWDW Entity Manager</u> Group Manager - Strategy and Finance
472	s.234 Power to vary esplanade reserves.	Chief Executive (includes Acting Chief Executive), <del>Group Manager – Community Infrastructure,</del> <del>Group Manager – Customer &amp; Community</del> Reserves and Facilities Manager, Reserves Planner, Senior Horticultural Officer
473	s.235 Power to agree to the creation of esplanade strips	Chief Executive (includes Acting Chief Executive), <del>Group Manager – Community Infrastructure,</del> <del>Group Manager – Customer &amp; Community</del> Reserves and Facilities Manager, Reserves Planner, Senior Horticultural Officer
474	s.239(2) Power of certification of specified interest upon vesting	<del>Group Manager – Community Infrastructure,</del> <del>Group Manager – Customer &amp; Community</del> Group Manager - Environmental Services, Resource Consents Manager, Team Leader Land Use Consents, Team Leader Natural Resources Consents, Team Leader Subdivision Consents, Senior Consent Planner – Subdivisions, Senior Consent Planner - Land Use
475	ss.240-241 & 243 Power to cancel covenants, easements and conditions.	Chief Executive (includes Acting Chief Executive), Chief Operating Officer, <del>Group Manager – Community Infrastructure,</del> <del>Group Manager – Customer &amp; Community</del> <u>LWDW Entity Manager</u> Group Manager – Environmental Services, Group Manager - Strategy and Finance, Resource Consents Manager, Principal Planner - Resource Consents, Team Leader Land Use Consents, Team Leader Natural Resources Consents, Team Leader Subdivision Consents, Senior Consent Planner - Land Use, Senior Consent Planner – Subdivisions, Senior Consent Planner - Natural Resources, Consent Planner - Subdivisions Principal Advisor - Environmental Services
479	s.329 Power to issue a water shortage direction.	Group Manager - Environmental Services <del>Group Manager – Environmental Science</del>
480	s.330 Power to invoke emergency work provisions.	Group Manager - Environmental Services <u>LWDW Entity Manager</u> <del>Group Manager – Customer &amp; Community</del> <del>Group Manager – Strategy &amp; Finance</del> <del>Group Manager – Community Infrastructure</del> <del>Group Manager – Environmental Science</del>



**Proposed Amendment to Management Delegations**

5.5	RMA Authority (Resource Management Act, but excluding the powers in s168A)	Act within their scope of responsibility, as a Requiring Authority, including giving the written consent of the Council for the use of land being subject to a requirement or designation.	<a href="#">Chief Executive</a> <a href="#">Tier 2 Managers</a> <a href="#">Chief Financial Officer</a> <a href="#">Group Manager Community Infrastructure</a> <a href="#">Group Manager Information, Science and Technology</a>
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*Compare existing statutory delegation under s 176 Resource Management Act 1991*

390	s.176 Authority to act within scope of responsibility, as a Requiring Authority under the Resource Management Act, including giving the written consent of the Council for the use of land being subject to a requirement or designation but excluding the powers in Section 168A.	Chief Executive (includes Acting Chief Executive), Tier 2 Group Managers
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**B - Proposed Amendment to Nelson Tasman Land Development Manual**

**Engineering Manager** – means the Nelson City Council Group Manager Infrastructure or the Tasman District Council ~~Engineering Services Manager~~ Tier 2 Managers responsible for infrastructure or their delegate.

**7.6 NON-VESTING OPTION FOR DEVELOPMENTS****Decision Required**

<b>Report To:</b>	Tasman District Council
<b>Meeting Date:</b>	13 November 2025
<b>Report Author:</b>	Marie Callander, Corporate Counsel; Kim Arnold, Senior Infrastructure Planning Advisor
<b>Report Authorisers:</b>	Leonie Rae, Chief Executive Officer
<b>Report Number:</b>	RCN25-11-6

**1. Purpose of the Report / Te Take mō te Pūrongo**

- 1.1 The purpose of this report is to seek the Council's guidance and a decision on how staff should respond to requests for non-vesting arrangements in developments.
- 1.2 These requests relate to situations where land for roads would normally be vested in the Council.
- 1.3 Any arrangement other than vesting would mean the Council would not be eligible for New Zealand Transport Agency Waka Kotahi (NZTA) funding for road maintenance.

**2. Summary / Te Tuhinga Whakarāpoto**

- 2.1 In April 2022, Wakatū Incorporation (Wakatū) presented to the Council, requesting that an arrangement be agreed under which the Council would manage and control land to be used for roading and reserves but without the land actually vesting in the Council (i.e. ownership of land would not transfer to the Council). This request originally related to the property at 11 Poole Street Motueka but has subsequently also been applied to the Motueka West and King Edward Street Motueka developments being undertaken by Wakatū.
- 2.2 The Proprietors of Wakatū hold general land that is corpus land of high significance for them which they want to develop (through their statutory incorporation, Wakatū Incorporation) without diminishing their landholding through vesting land for roading purposes or for reserves. (The land originally vested in Wakatū upon its establishment in 1977 is known as the "corpus land").
- 2.3 The Council participated in workshops during 2022 to canvass possible solutions to the requested non-vesting option and staff have been working with Wakatū to agree an easement solution for roads and a lease solution for reserves.
- 2.4 The form of an easement arrangement has largely been agreed with Wakatū but there remains an unresolved issue in relation to the NZTA portion (51%) of the road maintenance costs for the non-vested roads. Currently NZTA cannot fund their share of road maintenance for these roads if they are not owned by the Council. This is due to limitations set in legislation and the Land Transport Government Policy Statement 2024-27 (GPS).
- 2.5 The Council's position to date has been that the Council is willing to work with developers seeking a non-vesting option so long as this could be achieved with no additional costs

being imposed on ratepayers. This is to ensure the arrangement would not impose an additional burden on ratepayers.

- 2.6 Following a further workshop in March 2025 the Council approved a non-vesting arrangement for the development at 11 Poole Street in Motueka at its meeting of 8 May 2025. A key reason for this was that the easement area did not involve part of the road that would normally be eligible for NZTA funding.
- 2.7 For the Motueka West and King Edward Street developments there will be areas of roading and footpaths that would usually vest and be able to attract the usual NZTA road maintenance funding. These two developments are currently not able to progress until a solution is found to deal with the road maintenance costs that would usually be covered by NZTA.
- 2.8 As staff have worked through this non-vesting issue, we have been contacted by Waikato District Council which has a similar request for a non-vesting option for a Waikato-Tainui development at Hopuhopu.
- 2.9 Options for a way forward that have been discussed with Wakatū include:
  - 2.9.1 A bond or upfront payment of a development contribution supplement to cover the NZTA road maintenance funding shortfall for the first 10 years following construction of the roading after which the Council would need to cover any shortfall from NZTA; or
  - 2.9.2 A targeted rate on the properties in the development to cover the NZTA road maintenance funding shortfall; or
  - 2.9.3 The Council confirming its previous response that any arrangement where the Council has sole long term liability for any NZTA road maintenance funding shortfall will not be accepted, and the Council will continue to jointly with Wakatū (and Waikato District Council and Waikato-Tainui) pursue legislative change with the Government.
- 2.10 Advantages and disadvantages of each of these three options are set out in detail in section 7 of this report.
- 2.11 Of these three options, Wakatū prefers the targeted rate. The previous Council indicated via workshop discussion that it did not wish to impose a targeted rate.
- 2.12 Staff recommend that the Council confirm its previous position that any arrangement where the Council has sole long term liability for any NZTA road maintenance funding shortfall will not be accepted and continue to seek legislative change.

### **3. Recommendation/s / Ngā Tūtohunga**

#### **That the Tasman District Council**

- 1. receives the Non-Vesting Option for Developments report, RCN25-11-6; and**
- 2. instructs staff to:**
  - 2.1 confirm to Wakatū Incorporation (and any other developer seeking a non-vesting option) that a non-vesting option can only be achieved with an arrangement that does not impose any additional costs on ratepayers; and**

**2.2 continue to seek legislative change to ensure that the usual New Zealand Transport Agency, Waka Kotahi road maintenance funding will be available for any non-vested roading arrangement that may be agreed with a developer.**

**4. Background / Horopaki**

- 4.1 The Council's position to date has been that it will not accept full responsibility for maintaining the non-vested roads within the development unless the landowner (Wakatū) funds the equivalent of the NZTA funding shortfall. The funding shortfall relates to maintenance and future reseals until such time as changes in legislation enable NZTA to contribute its usual maintenance subsidy for public roads to these non-vested/private roads.
- 4.2 Wakatū is not prepared to progress the Motueka West and King Edward Street developments on that basis resulting in a stalemate.
- 4.3 The Council and Wakatū have jointly:
  - made submissions to central government in relation to the GPS.
  - written to the Minister of Transport (Hon. Chris Bishop) about the need to amend the legislation and in the interim, include in the GPS an ability to extend the "Local Road maintenance" activity class to allow maintenance of certain private roads.
- 4.4 The Council received no response to its submissions on the GPS and the Minister recommended that Wakatū seek a declaration from the Māori Land Court (under Te Ture Whenua Māori Act 1993) that the roads at Motueka West are Māori roadways. Wakatū has considered this and has been advised that this would be a novel application of Te Ture Whenua Māori Act and would be a very slow and costly process with an uncertain outcome. Accordingly, Wakatū is not keen to pursue this.
- 4.5 This topic was discussed at a Council workshop in May 2025, where the Council indicated it was opposed to initiating a targeted rate on the affected properties to cover the funding shortfall.
- 4.6 Wakatū has asked the Council to reconsider its position. Wakatū has indicated their preference is a Council targeted rate on the leasehold properties, but it could consider a bond or upfront payment/DC supplement in the form of a developer agreement or special assessment.
- 4.7 A bond arrangement would involve Wakatū paying the Council the estimated present value of 10 years of road maintenance. This 10-year bond value would be in the order of \$400,000. Staff have not discussed a DC supplement (or cash payment) quantum before with Wakatū, but it would likely be of a similar value.
- 4.8 The Council and Wakatū are parties to Infrastructure Acceleration Fund (IAF) Crown funding agreements. These agreements, which include the option of non-vested roadways and rely on achieving the housing outcomes (200 homes) anticipated in the Motueka West development, provide for a funding contribution to the Council (approx. 10%) for construction of some public infrastructure to support the development. The IAF agreements are now administered by National Infrastructure Funding and Financing (NIFF).
- 4.9 Without resolution of this issue, Wakatū has indicated it cannot meet its obligations under the IAF agreement and will need to notify NIFF of this by the end of the year. Wakatū has also indicated it will reconsider whether to proceed with its current developments in Motueka at this time, potentially putting on hold its current resource consent applications.

- 4.10 This is likely to mean the Council will not receive approximately \$1.2m in funding from the IAF. However, if the Motueka West development is put on hold, the Council would save or delay forecast expenditure of approximately \$2.8m by not proceeding with work associated with the development, including the Whakarewa Street roundabout (\$900,000) and wastewater pump station in Grey Street (\$1.88m).
- 4.11 Putting the development on hold will also:
- delay and affect housing and community welfare in a high housing need area;
  - cause the loss of approx. \$0.8 – 1.0, in annual income for the Council from rates from the fully completed 200 homes.
  - Delay payment of several million dollars in Development Contributions.
- 4.12 If Wakatū decide not to proceed with its current developments in Motueka at this time, it is likely this will not be permanent but a temporary hold on development for an interim period. Due to the significance of the land holding, some form of development proposal will likely be reactivated at some point in the future.

## **5. Analysis and Advice / Tātaritanga me ngā tohutohu**

- 5.1 Staff consider that there is an opportunity to use the combined situations at Motueka and Waikato to leverage central government to see this issue as a serious impediment to housing development; particularly for development on Māori owned land where affordable housing is needed.
- 5.2 Waikato District Council has confirmed that Waikato-Tainui are keen to work with us to meet with Ministers to discuss the need to initiate a change in the funding rules. Waikato-Tainui are working closely with the Minister of Māori Development to progress their development at Hopuhopu and have influence at central government level that could be instrumental in emphasising the importance of this issue to the Minister of Transport.
- 5.3 The process of initiating a targeted rate is not straight forward, involves several steps, and if the rate is instated requires costly ongoing administration. The targeted rate is set out for a specific group and would set a precedent of separate targeted rates for each discrete development or development stage. The proposed rate would require consultation during the LTP 2027-30 consultation period and if accepted would require a change to the Revenue and Financing Policy.
- 5.4 The road maintenance costs associated with the roadways within the Motueka West development are relatively constrained and reasonably well understood within the first 10 years following the completion of the development. These costs are likely to increase significantly after 10 years, due to more significant maintenance items like resealing of road surfaces. The uncertainty around the scale of these costs presents an unknown level of risk for the Council if it is wholly responsible for maintenance of these private roadways in the long term.

## **6. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea**

- 6.1 The Council has not been willing to accept responsibility for the costs of maintaining the non-vested roads within the Motueka West development unless the landowner (Wakatū) funds the equivalent of the NZTA funding shortfall.
- 6.2 As noted above, if the Motueka West development does not proceed at this time:

- 6.2.1 The Council will permanently forfeit \$1.2m in IAF funding;
- 6.2.2 The Council would delay or not spend \$2.8m of forecast expenditure by not proceeding with work associated with the development at this time including;
  - 6.2.2.1 the Whakarewa Street/Manoy Street roundabout (forecast spend of approx. \$900k) will not be constructed for the foreseeable future; and
  - 6.2.2.2 The proposed wastewater pump station in Grey Street (budget of \$1.88m) would be delayed until the development proceeds at some point in the future;
- 6.2.3 The Council would not receive approximately \$800k in annual income from rates from the fully completed 200-home Motueka West development; and
- 6.2.4 potentially miss out on several million dollars in Development Contributions, until a point in the future when the development is undertaken.

<b>7. Options / Kōwhiringa</b>
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- 7.1 The options for the Motueka West non-vesting road maintenance funding gap arrangement are outlined in the following table:

Option		Advantage	Disadvantage
1.	Bond/DC supplement	<ul style="list-style-type: none"> <li>Addresses the short-medium-term shortfall in NZTA maintenance funding of non-vested roads</li> <li>Will enable the resource consent approval process to move forward for the Motueka West Wakatū development</li> </ul>	<ul style="list-style-type: none"> <li>The Council would be solely liable for future maintenance and reseals for the longer term</li> <li>Not an easily applicable approach for other subdivisions (for example, at King Edward Street, Motueka where a future footpath is expected to be partially on Council land and partially on Wakatū land which Council will have an easement over)</li> <li>Removes key bargaining strength for Council with negotiations with central government for change of legislation by removing the urgency and likelihood that the West Motueka subdivision will not go ahead</li> </ul> <p>Wakatū has confirmed that:</p> <ul style="list-style-type: none"> <li>There is no certainty that its commercial board will agree to pay a bond/DC supplement</li> <li>These would be upfront capital options which Wakatū would have to manage as part of the project</li> <li>There is a chance that any additional charges would make the project unviable or unable to deliver within the “affordable” bracket – either of which don’t comply with the IAF contract.</li> </ul>



Option		Advantage	Disadvantage
2.	Targeted rate	<ul style="list-style-type: none"> <li>Addresses the medium -long term shortfall in NZTA maintenance funding of non-vested roads .</li> <li>Will enable the resource consent approval process to move forward for the Motueka West Wakatū development.</li> <li>Wakatū see a targeted rate being between the occupiers and the Council so would only have an indirect impact on the feasibility of the project.</li> <li>Wakatū see a targeted rate as a better option than a bond/DC supplement.</li> </ul>	<ul style="list-style-type: none"> <li>Costly to administer.</li> <li>Not easily applicable to all possible non-vesting subdivision situations (e.g. for the King Edward Street development, the cost to implement the targeted rate may be more than the value received).</li> <li>The Motueka West subdivision is intended to be for affordable housing so the targeted rate will likely be levied on low-income households, either directly or through lease arrangements.</li> <li>Removes key bargaining strength for the Council with negotiations with central government for change of legislation by removing the urgency and likelihood that the West Motueka subdivision will not go ahead.</li> </ul>

Option	Advantage	Disadvantage
<p>Confirm current position that the Council will not accept liability for any NZTA road maintenance funding shortfall and continue to pursue legislative change.</p>	<ul style="list-style-type: none"> <li>Retains bargaining power with central government for a legislative change.</li> <li>Creates opportunity for a permanent solution that is able to be applied to all situations where a non-vesting option is required.</li> <li>Avoids risk to ratepayers of needing to cover NZTA's usual share of road maintenance in the long term.</li> <li>The Council can choose to not/delay approx. \$2.8m spend on the roundabout and wastewater pump station associated with the Motueka West development.</li> </ul>	<ul style="list-style-type: none"> <li>Will hold up resource consent approval process for the Motueka West Wakatū and King Edward Street developments, potentially for several years.</li> <li>Likely loss of \$1.2m in IAF funding.</li> <li>The Council would also miss out on approximately \$800k in annual rates and potentially several million dollars in development contributions for Motueka West in the interim.</li> </ul>

## 7.2 Option 3 is recommended.

### 8. Legal / Ngā ture

- 8.1 The proposed non-vested roadways through the West Motueka subdivision are currently categorized as 'private road' rather than 'road' under the Local Government Act 1974 and therefore are not 'local road' under the Land Transport Management Act 2003 (LTMA).
- 8.2 While in principle the LTMA permits a Regional Land Transport Plan to include as an activity for National Land Transport Fund funding, maintenance of a private road, under the GPS that activity cannot receive funding, as it falls outside the "Local Road Maintenance" activity class.
- 8.3 The position would be different if the proposed roadway was over Māori customary land or Māori freehold land, and the easement or roadway laid out by order of the Māori Land Court under the Te Ture Whenua Māori Act 1993. That is because s22 of the LTMA expressly permits Waka Kotahi to treat a Māori roadway as a local road for the purposes of funding.
- 8.4 The position is arguably a policy lacuna/gap, in that we understand the easement is intended to achieve a position similar to a Māori roadway but reflects the particular historical context and legal status of the land. The position could be addressed by amendments to the next GPS, for example extending the "Local Road maintenance" activity class, to allow maintenance of certain private roads to be funded in the medium term, or by changes to the

LTMA, which is a long-term possibility. The Māori Land Court declaration would also take several years to obtain and there is no certainty that it could be obtained.

- 8.5 The easement option would give the Council the rights that it needs as if it was a road controlling authority but a solution for funding the NZTA share of road maintenance costs still needs to be found.

## **9. Iwi Engagement / Whakawhitiwhiti ā-Hapori Māori**

- 9.1 There has been extensive engagement with Wakatū on the basis that it represents the Māori owners of the land being subdivided.
- 9.2 Wider consultation has not been undertaken with Iwi since we understand that the views expressed by Wakatū about this non-vesting approach are not inconsistent with the views of Iwi and the land involved is all owned by an identifiable group represented by Wakatū

## **10. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui**

- 10.1 Significance may be low/moderate or high to {a group of people} for {a particular reason}. This informs the type of consultation that is advised. Refer to the Council's Significance and Engagement Policy. Work your way through the table provided. For well being assessment view the guide here.
- 10.2 The level of significance of this decision overall is considered low to moderate. The impacts relate to a limited group of properties, the issue is considered to be of low public interest and not controversial. The financial implications for the Council on balance in the long term are considered low.

	<b>Issue</b>	<b>Level of Significance</b>	<b>Explanation of Assessment</b>
1.	Is there a high level of public interest, or is decision likely to be controversial?	Low	The recommended decision is maintaining the Council's current position. The decision is not considered controversial, or to be of a high level of public interest. The issue relates only to a specific and limited group of impacted properties. While some delay to development in the short term is possible, on balance the impacts for the Council in the long term are considered low to moderate.
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	Medium	The non-vesting /easement option enables Wakatū to retain general land held by it in collective Māori ownership, which is important for them, while still being able to undertake development for much needed low-cost housing. While

	Issue	Level of Significance	Explanation of Assessment
			development may be delayed in the short-term, on balance the long-term economic and social impacts are considered low. Environmental impacts are low.
3.	Is there a significant impact arising from duration of the effects from the decision?	Low	The decision is enduring but the impacts of the decision are not considered significant.
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
5.	Does the decision create a substantial change in the level of service provided by Council?	No	
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to freshwater or particular consideration of current legislation relating to water supply, wastewater and stormwater infrastructure and services?	No	

## 11. Communication / Whakawhitiwhiti Kōrero

- 11.1 Staff will communicate this decision to Wakatū and continue to petition central government for legislative change.

## **12. Risks / Ngā Tūraru**

- 12.1 If the Council agrees a bond/upfront payment or targeted rate arrangement with Wakatū as a medium-term solution, the Council loses bargaining power with NZTA for a permanent solution and exposes ratepayers to increasing ongoing long-term road maintenance costs and administrative costs of target rating.
- 12.2 Not agreeing to an interim solution with Wakatū risks undermining the Council's relationship with Wakatū.
- 12.3 There is a high risk that housing development in Motueka will be delayed by several years.

## **13. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi**

- 13.1 The matters requiring a decision in this report were considered by staff in accordance with the process set out in the Council's 'Climate Change Consideration Guide 2024'.
- 13.2 The decisions requested in this report are to enable development of housing in Motueka to proceed in areas that are located close to the centre of Motueka township which will likely reduce vehicle movements and have a positive impact on greenhouse gas emissions. The Motueka West development includes cycling and walking links to schools and shops in central Motueka.
- 13.3 The locations of the developments, west of High Street, are in areas of reduced exposure to natural hazard risk and potential impacts of flooding and sea level rise. The support and enabling of these areas for housing development aligns with the Council's and Government's plans, policies and legal obligations relating to climate change including the Tasman Climate Response Strategy and Action Plan, Emissions Reduction Plan, and National Adaptation Plan.

## **14. Alignment with Policy and Strategic Plans / Te Hangai ki ngā aupapa Here me ngā Mahere Rautaki Tūraru**

- 14.1 The support and enabling of these areas for proposed developments in King Edward Street and Motueka West, is consistent with the Future Development Strategy.
- 14.2 Instead of vesting the roadways in the Council a form of legal easement allows the Council to manage and control the roadways in its usual role as Road Controlling Authority, and enables the Māori owners of the land to retain ownership of their corpus land.
- 14.3 If the Council decides to commence the process of initiating a targeted rate, a number of steps are involved. This would be the first instance of a targeted rate for this type of specific purpose and would set a precedent of a new separate targeted rate for each discrete development or phase of development, with the same issue. The proposed rate would require consultation during the LTP 2027-30 consultation period and if accepted would require a change to the Revenue and Financing Policy.

## **15. Conclusion / Kupu Whakatepe**

- 15.1 The Council has held a position that it is not willing to accept responsibility for the costs of maintaining the non-vested roadways within the Motueka West development unless the landowner (Wakatū) funds the equivalent of the NZTA funding shortfall.

15.2 It is the staff recommendation that the Council confirms its current position and instructs staff to:

- 15.2.1 confirm to Wakatū (and any other developer seeking a non-vesting option) that this option can only be achieved with an arrangement that does not impose any additional costs on ratepayers; and
- 15.2.2 continue to seek legislative change to ensure that the usual New Zealand Transport Agency Waka Kotahi road maintenance funding will be available for any non-vested roading arrangement that may be agreed with a developer.

<b>16. Next Steps and Timeline / Ngā Mahi Whai Ake</b>
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16.1 Staff will:

- 16.1.1 communicate this decision to Wakatū; and
- 16.1.2 continue to petition central government for legislative change.

<b>17. Attachments / Tuhinga tāpiri</b>
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Nil

**7.7 ANNUAL BIOSECURITY REPORT****Decision Required**

<b>Report To:</b>	Tasman District Council
<b>Meeting Date:</b>	13 November 2025
<b>Report Author:</b>	Guinevere Coleman, Marine & Terrestrial Biomanager
<b>Report Authorisers:</b>	Rob Smith, Group Manager - Environmental Science
<b>Report Number:</b>	RCN25-11-7

**1. Purpose of the Report / Te Take mō te Pūrongo**

- 1.1 The purpose of this report is to present the Biosecurity Operational Plan for the 2025-26 Financial Year and to summarise the achievements of the 2024-25 Operational Plan.

**2. Summary / Te Tuhinga Whakarāpoto**

- 2.1 The Council is obligated under the Biosecurity Act 1993 to report annually on activities undertaken under the Tasman Nelson Regional Pest Management Plan 2019-2029 (RPMP). The review of the 2024-25 Operational Plan (**Attachment 1**) summarises activities undertaken by the Council in its role as the management agency during the previous financial year, and comments on any relevant biosecurity monitoring and compliance issues.
- 2.2 The 2024-25 Operational Plan was delivered under budget, with particular focus on progressing eradication and progressive containment programmes and delivering biosecurity education to the community.
- 2.3 The 2025-26 Operational Plan (**Attachment 2**) outlines the objectives and activities to be undertaken in implementing the RPMP within the approved Tasman District Council operational budget of \$390,000. This plan follows a similar work plan as the previous 2024-2025 year with the addition of a) new rules following the partial review of the RPMP completed last year; b) a significant focus on biosecurity impacts arising from the severe flood event in June/July 2025, and c) preparation for the potential impacts of Highly Pathogenic Avian Influenza (HPAI).
- 2.4 The attached reports have been prepared for Tasman District Council and Nelson City Council as the Regional Pest Management Plan is a joint Plan and both councils work closely together for delivery. The reports will also be presented by Nelson City Council in November 2025.

**3. Recommendation/s / Ngā Tūtohunga**

**That the Tasman District Council**

- 1. receives the Annual Biosecurity Report RCN25-11-7; and**

2. receives the 2024-2025 Tasman Nelson Regional Pest Management Plan Review (Attachment 1 to the agenda report), the 2025-2026 Tasman Nelson Regional Pest Management Plan Operational Plan (Attachment 2 to the agenda report) and;
3. approves the 2024-2025 Tasman Nelson Regional Pest Management Plan Review (Attachment 1 to the agenda report) and the 2025-2026 Tasman Nelson Regional Pest Management Plan Operational Plan (Attachment 2 to the agenda report)

#### 4. Background / Horopaki

- 4.1 Under the Biosecurity Act 1993, Tasman District Council and Nelson City Council have prepared the RPMP. The RPMP provides a framework for the efficient and effective management or eradication of specified organisms (declared 'pests') in the Tasman and Nelson regions. The RPMP names 59 plants, 19 animals and four fungi/bacteria as pests. Its key purpose is to outline how each pest or pest grouping will be managed over the 10-year period, to reduce or negate their threats to the environmental, economic and cultural/social values of the regions. The RPMP allows the two councils to use the relevant advisory, service delivery, regulatory and funding provisions available under the Act to deliver the specific objectives identified in Part Two of the RPMP: Pest Management (the framework, pest programmes and monitoring).
- 4.2 The Operational Plan and Annual review covers the work of both Tasman District Council and Nelson City Council, reflecting the joint RPMP and the collaborative nature of pest control between the two councils. With a shared Operational Plan, the two councils aim to work together, recognising the benefits of having neighboring councils sharing knowledge and resources where needed.
- 4.3 Biosecurity activity is delivered in collaboration with a number of stakeholders, including the Department of Conservation (DOC), Ministry for Primary Industries (MPI), Land Information New Zealand (LINZ), Iwi, private landowners, community groups, industry bodies, other councils, and other departments across the Council.

#### 5. Analysis and Advice / Tātaritanga me ngā tohutohu

- 5.1 This report presents the activity of Tasman District Council, Nelson City Council and other agencies undertaken over 2024-2025 to implement the RPMP as measured by the objectives set out in the Tasman-Nelson RPMP Operational Plan 2024-2025. For additional detail and explanation, reference should be made to the annual review report attached as **Attachment 1**.
- 5.2 The 2024-2025 Operational Plan was delivered to budget, balancing areas of higher expenditure with less expenditure elsewhere.
- 5.3 Both councils continued surveillance monitoring and investigation to check and prevent 12 exclusion pests (Cape tulip, Chilean needle grass, hornwort, Indian myna, Johnson grass, koi carp, phragmites, rooks, Senegal tea, velvetleaf, wallabies and water hyacinth) from becoming established in the region. A potential incursion of a wallaby in the wild was investigated, but none found. A potential incursion of phragmites was investigated by MPI and surveillance will continue.
- 5.4 Good progress on the eradication of nearly all listed pest plant species in this category is being made. More Taiwan cherry sites were found due to increased surveillance. Total eradication may take longer than the life of the Plan. The main objective for Taiwan cherry



remains a focus on removing outlier trees and increasing surveillance effort during flowering. The high-profile Lake Killarney red-eared slider turtle was captured over summer, although we are predicting more turtle incidences following the 2025 flood event.



*Figure 1 - The elusive Lake Killarney red-eared slider turtle (L) and the live capture turtle trap (R)*

- 5.5 The councils continued their support for the Top of the South Marine Biosecurity Partnership (TOSMBP). Sabella surveillance of the Nelson Marina detected.
- 5.6 No Sabella for the third year in a row. Port Taroakohe was scheduled for inspection in June but was postponed due to poor weather. Divers inspected 85 vessels in Abel Tasman National Park over three dive days during summer. No vessels were found to be carrying Sabella. This was the first season since the implementation of the new Level of Fouling rule in the RPMP.
- 5.7 The Progressive Containment pest programmes are making progress, with generally few new sites and site reactivations occurring outside containment, compared to sites moving to zero-density. The harvesting of Kingsland Forest since 2020 triggered germination of hundreds of variegated thistle seedlings in the cutover area. This has been managed well by the Tasman District Council Programme Delivery team, through sowing rank grass cover followed by planting efforts in the subsequent years. There is now a long-term maintenance plan to control these throughout the Kingsland Forest project until plantings establish and outcompete them.
- 5.8 The ongoing control of 23 widespread pests to reduce their impacts and spread to other properties continued under the Sustained Control Programme. In most cases progress toward RPMP outcomes is being made. Measuring the success of pest plants that affect natural values comes down to checking that priority sites remain clear of the pest. There have been few (but not nil) instances of reluctant occupiers who required compliance action. This year we recovered enforcement costs for Biosecurity Officer time where landowners remained non-compliant following a Notice of Direction.
- 5.9 Outside of the RPMP requirements, Biosecurity officers deliver other pest management initiatives that support the wider biosecurity mission. Biological control efforts aim to control widespread pests that are beyond manual control, of note work towards wasp biocontrol releases and control of Old Mans Beard with the sawfly is progressing. Preparation for the potential arrival of HPAI/Avian Influenza or Bird Flu has begun with response plans started with local egg producers and other agencies. Backyard trapping continues to be popular with a great uptake of subsidised traps across Tasman. The team has continued their focus on education initiatives with regular media releases and supporting community events.

- 5.10 Surveillance, assessment and control of emerging pests across the district is an important part of the Biosecurity team's work. Managing pests early on before they become widespread saves time and money in the long term. These pests are often controlled early and therefore mitigate the need for them to be included in the RPMP. Responses this year included plague skink, ants, Chilean myrtle, kangaroo grass, pink ragwort, and royal fern.



Figure 2. New Royal Fern sites found with a drone survey in early 2025

### 2025-2026 Operational Plan

- 5.11 The Operational Plan for 2025-2026 has been reviewed by Biosecurity staff from Tasman District Council and Nelson City Council and outlines a programme consistent with the previous year.
- 5.12 Delivery of the RPMP focusses on the listed species in each of the programs (Exclusion, Eradication, Progressive Containment, Sustained Control, and Site-led). Taking an education – first approach, officers work with occupiers to understand the requirements and manage pests across jurisdictions. Enforcement is considered a final step in the process. Our biosecurity engagement process is outlined on the website [Pests and weeds | Tasman District Council](#).
- 5.13 In addition to listed RPMP pests, officers investigate and respond to new and emerging pests and support Ministry for Primary Industries (MPI) with known unwanted organisms not yet established here.
- 5.14 Particular focus will be placed on surveillance for new Asiatic knotweed sites in the Motueka Valley. Many known sites were fully or partially washed away in the severe weather event in July 2025. Asiatic knotweed can grow from small fragments, so the extensive silt footprint may harbour many new sites for this highly invasive pest, which may not become obvious until next season. Efforts are being made to manage silt movement from properties and contain it in the Motueka Valley.
- 5.15 Staff continue to work collaboratively across a number of agencies, community groups, individual landowners, and other parts of council to deliver the RPMP and other biosecurity initiatives. The small size of this Council means we are only going to achieve our targets by working together and focussing on partnership activities.
- 5.16 A key focus this year is planning for HPAI/bird flu. Councils now lead the regional level response, responsible for good communication to the public, co-ordination of any messaging and response effort, and managing clean-up efforts on council land. The co-ordination group includes local DOC, MPI, Health, industry, Fish and Game staff, as well as Council staff

responsible for comms, waste management, reserves, consenting, compliance, and health and safety. The Tasman website will be kept updated [Update on avian bird flu threat to New Zealand](#).

Currently, we are working on a response plan that will outline communications, key messages and make decisions in where we will focus clean-up efforts. There is a large unknown with HPAI and how it will impact specific species, but we do know it will not be able to be controlled, and we will need to primarily manage the impact on people. Poultry owners (commercial and private), users of public parks and beaches, and people who work with wildlife will be those directly impacted and planning focusses on keeping these groups safe.


**Report it**

If you see 3 or more sick or dead wild birds in a group, report it immediately to the exotic pest and disease hotline on 0800 80 99 66 so we can investigate the cause. Do not handle or move the birds.

Provide as much detail as you can, including:

- a GPS reading or other precise location information
- photographs and videos of sick and dead birds
- species name and estimate of the numbers affected
- how many are sick or freshly dead, and the total number of birds present.

We will note the details and one of our specialist biosecurity investigators will assess the information and contact you.



The graphic is a square with a background of orange and yellow feathers. The text 'BIRD FLU' is written in large, bold, white capital letters, and 'BE READY' is written in smaller, bold, black capital letters below it.

- 5.17 The Biosecurity Act 1993 is currently under review. As part of this process, we will feed into and support the submission by Te Uru Kahika, and if needed submit on behalf of Tasman District Council.

## 6. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea

- 6.1 The Biosecurity budget is budgeted through the LTP. This operational plan is written in line with the planned budget.
- 6.2 Flood response work may cause an overspend, however, in general overspends on one programme will be offset by another biosecurity budget. Prioritisation is in order of priority within the RPMP – exclusion and eradication pests take priority over sustained control pests.
- 6.3 It is important to note the risk of HPAI/Bird flu having significant budget impacts on the Council, dependent on the level of response expected of staff. Currently planning is covered within the existing budget and with staff time. If a full response with associated clean-up is expected, then this will be unbudgeted.

## 7. Options / Kōwhiringa

- 7.1 The options are outlined in the following table:

Option		Advantage	Disadvantage
1.	Accept the Annual Report and Operational Plan as presented	The Annual report and Operational Plan have been developed by operational staff and accurately reflects their work.	There may be Operational work that the Council wishes to see changed within the Operational Plan that is not currently captured.
2.	Request an amendment to the Annual Report, and/or the Operational Plan	It is important that the Council understand and support the biosecurity work programme. If points of clarification, additional information or minor changes to the plan help with this understanding, then those changes should be made.	More than minor changes in the work programme may not be possible given the limited resources and planning involved in delivering operational work.

## 7.2 Option 1 is recommended.

### 8. Legal / Ngā ture

- 8.1 Section 85(1) (b) of the Biosecurity Act 1993 requires the Management Agency for every pest management strategy to annually review the Operational Plan and report on its implementation.
- 8.2 Section 100G of the Biosecurity Act 1993 allows for changes to the RPMP by a council by resolution without a review if the council is satisfied that the amendment (a) does not have a significant effect on any persons rights and obligations, and (b) is not inconsistent with the national policy direction.
- 8.3 Under the Biosecurity Act 1993, Sections 135 sets out the options for cost recovery including fixed hourly charges, and 154 (C)(c) states the person against whom a compliance order is made must pay all costs and expenses of complying with the order.

### 9. Iwi Engagement / Whakawhitiwhiti ā-Hapori Māori

- 9.1 Engagement on specific topics within the RPMP is ongoing, for example the wasp biocontrol programme, and annual use of pesticides over water.

### 10. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui

#### 10.1

	Issue	Level of Significance	Explanation of Assessment
1.	Is there a high level of public interest, or is decision likely to be controversial?	Low	The Annual Report is a statement of accountability and while the activity affects a large

	Issue	Level of Significance	Explanation of Assessment
			number of landowners, it is not contentious.
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	Moderate	The delivery of the RPMP positively impacts the environmental and economic well-being of Nelson and Tasman. The Operational Plan identifies programmed work, which falls within budgeted limits. The activity is important for those people directly concerned with pest weeds and animals.
3.	Is there a significant impact arising from duration of the effects from the decision?	Low	This operational Plan is 1 year of delivery of a 10-year RPMP.
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	N/A	
5.	Does the decision create a substantial change in the level of service provided by Council?	Low	This operational Plan is 1 year of delivery of a 10-year RPMP.
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	Low	The RPMP is already funded through LTP, and the Operational Plan is written with no expectation of increased budgets.
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	N/A	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	N/A	
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	Low	The Operational Plan outlines how the Council will deliver on the RPMP, a Plan which commits Council to delivery.
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to freshwater or particular consideration	Low	Control of aquatic pest plants and pest plants close to the water edge can result in pesticides entering the water.



	Issue	Level of Significance	Explanation of Assessment
	of current legislation relating to water supply, wastewater and stormwater infrastructure and services?		Staff operate under an EPA consent and Resource Consent to mitigate the risks, and the risk of pesticide entering water supply is low as the spray is targeted at individual plants.

## 11. Communication / Whakawhitiwhiti Kōrero

- 11.1 Communication of the review and operational plan is primarily on an as-requested basis.
- 11.2 Communication of the RPMP is ongoing through the work of Biosecurity Officers, educating individual landowners and groups, providing educational material for use across the district, regular media articles, and attending public events where appropriate

## 12. Risks / Ngā Tūraru

- 12.1 There will be a low level of public interest in this Annual Report, and the activity is often only visible to those people directly affected by pests on their land. Following acceptance, the report will be available for anyone interested by request.
- 12.2 The risk of pest incursions and the spread of species can present environmental and economic challenges for the Tasman and Nelson community. These risks are appropriately and proportionately managed through the work done by the Biosecurity staff.
- 12.3 The risk of not delivering biosecurity has direct implications on the wellbeing of the environment, the economy, and the ability for Tasman residents to work and play.

## 13. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi

- 13.1 The Operational Plan in this report was considered by staff in accordance with the process set out in the Council's 'Climate Change Consideration Guide'. The control of pests threatening our natural environment is critical for the ability of native ecosystems to respond to changes in climate, and to allow for continued carbon sequestration.

## 14. Alignment with Policy and Strategic Plans / Te Hangai ki ngā aupapa Here me ngā Mahere Rautaki Tūraru

- 14.1 The delivery of the RPMP aligns with the Tasman Biodiversity Strategy and the Science and Information Strategy.

## 15. Conclusion / Kupu Whakatepe

- 15.1 The 2024-2025 Tasman-Nelson Regional Pest Management Operational Plan has been reviewed from previous years to reflect the learnings from the first five years of the new RPMP 2019-2029.
- 15.2 A key focus this year will be managing the biosecurity related flood impacts, continuing to incorporate the new rules of the RPMP into operational delivery and education of the

community around these new pests, as well as ensuring we recover costs for enforcement as appropriate.

#### **16. Next Steps and Timeline / Ngā Mahi Whai Ake**

- 16.1 Continue to implement the Tasman–Nelson Regional Pest Management Plan Operational Plan for the 2024-2025 year
- 16.2 Contract surveillance and control work for Asiatic knotweed in the Motueka Valley over summer 2025/26
- 16.3 Complete HPAI/Bird Flu Tasman regional plan and circulate to council before Christmas 2025.

#### **17. Attachments / Tuhinga tāpiri**

- |                      |   |     |
|----------------------|---|-----|
| 1. <a href="#">↓</a> | Attachment 1 - Tasman Nelson RPMP Operational Plan Review 2024-2025 | 108 |
| 2. <a href="#">↓</a> | Attachment 2 - Tasman Nelson RPMP Operational Plan 2025-26          | 144 |

**Attachment 1**

**Tasman-Nelson Regional  
Pest Management Plan 2019-2029**

**Review of the Operational Plan 2024-2025**





## Executive Summary

This report presents the activity that the Tasman District Council, Nelson City Council and other agencies undertook over 2024-2025 to implement the *Tasman-Nelson Regional Pest Management Plan 2019-2029* (RPMP) as measured by the objectives set out in the *Tasman-Nelson RPMP Operational Plan 2024-2025*.

Both Councils continued surveillance, monitoring and investigation to check and prevent 12 exclusion pests (Cape tulip, Chilean needle grass, Hornwort, Indian myna, Johnson grass, Koi carp, Phragmites, Rooks, Senegal tea, Velvetleaf, Wallabies and Water hyacinth) from becoming established in the region. A potential incursion of a wallaby in the wild was investigated, but none found. Surveillance continues following a possible phragmites seed incursion in 2023, with no plants found.

Good progress on the eradication of nearly all listed pest plant species in this category is being made. Increased surveillance resulted in more Taiwan cherry sites being found. It is now apparent that total eradication for Taiwan cherry will take longer than the life of the Plan. Two of the most contentious trees were removed in Tasman this season, and in Nelson substantial progress was made in the North Nelson area with control focussed on the core infestation in Dodson Valley. The objective for Taiwan cherry control going forward is removing outlier trees and monitoring old sites for new seedlings.

The Progressive Containment pest programmes are making progress, with generally few new sites and site reactivations occurring outside containment, compared to sites moving to zero-density.

The ongoing control of 23 widespread pests to reduce their impacts and spread to other properties continued under the Sustained Control Programme. In most cases, progress toward RPMP outcomes is being made. There have been few (but not nil) instances of reluctant occupiers who required Biosecurity Officer persuasion to comply with the RPMP rules.

The RPMP partial review was completed and adopted in December 2024, and six additional pests and rules were included this operational period: blue passionflower, moth plant, pampas grass, water celery, Vietnamese parsley, and wilding conifers.

The Councils have continued their support for the Top of the South Marine Biosecurity Partnership (TOSMBP), with Greater Wellington Regional Council now joining the initiative. We are actively advocating for additional Councils to become involved in the partnership.

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## 1. Introduction

Tasman District Council (TDC) is the Management Agency for the joint *Tasman-Nelson Regional Pest Management Plan 2019-2029* (the RPMP), with Nelson City Council (NCC) undertaking responsibility for management of, and reporting on, pests in the Nelson region. The RPMP provides a framework for the management or eradication of specified organisms (declared 'pests') in the Tasman and Nelson regions. Section 100 B (2(a)) of the Biosecurity Act 1993 requires the Management Agency to prepare an Operational Plan for the RPMP and then review that plan annually and report on its implementation.

This document provides a high-level report on the achievements of the 2024-2025 operational year when reviewed against the targets and objectives set out in the Operational Plan 2024-2025, with a comment on how well the councils are tracking toward the objectives of the RPMP. Information is primarily derived from TDC's pest database and Service Request data from both councils but also draws on reports prepared by contractors and others who participate in the implementation of the RPMP.

This year we have undertaken to chart (where data permits) the progress toward achieving the objectives of the Tasman-Nelson Regional Pest Management Plan 2019-2029 (RPMP) as well as check the annual outcomes of 2024-2025 against the 2024-2025 RPMP Operational Plan (see Appendix).

The summary review of the operational performance of 2024-2025 follows a basic qualitative interpretation of the data indicated by coloured emojis. As with all biological data reporting needs to be considered in context, and more detailed explanations around the status of the species are included below each table.



Green / smiley face where there have been few new infestations, there is a notable reduction in the number of active sites, and/or the data available give a high degree of confidence in the pest trends detected.



Orange / neutral face where there have been new infestations detected, but these remain proportionally lower than the overall known active infestation, or the level is likely to be managed sufficiently quickly as not to compromise the objective of the RPMP. The neutral face is also used to reflect instances where a notable reduction has not been achieved, but the shortfall is unlikely to compromise the objective of the RPMP. The neutral face is also applied to instances where less surveillance was able to be completed due to a range of factors over 2024/25.



Red / sad face is reserved for significant new infestations that mean the objective of the RPMP may be compromised, or performance failures so great that the objective of the RPMP is likely to have been compromised, or there has been no surveillance of the pest for some years even though there are sites that remain active.

A pest programme is identified as 'Being Met' when, overall, the rate of new infestation is low, there are notable reductions, and the data give a good indication the pest is trending toward meeting the RPMP objectives.

A pest programme is identified as 'Progress Indicated' when the level of reduction outweighs the number of new infestations, or the number of new infestations is unlikely to be a setback, or previous setbacks are being resolved by recent progress.

'Progress Indicated?' is used to identify where the data indicates some traction has been lost, but the quality of the data or the consequence of setback has too little uncertainty to regard the setback as a failure. The long-term trend remains positive. 'Not Met' is reserved for definite lack of progress.

'Data deficient' is used for the pests where external sources are relied on for the data and the records in the database (if any) are likely to be incomplete (eradication pest fish species and Indian ring-necked parakeet) or where a site infestation status approach to tracking outcomes does not suit the pest type (mobile pests such as feral rabbits and magpies).

## 2. RPMP Financial and Activity Overview

The project and financial expenditure relating to the management of pest programmes and other work areas required to achieve the RPMP are summarised in Table 2.1 below against the broader programme types that each pest fits under. The programme overall was delivered under budget.

**Table 2.1: The RPMP Pest Management Operational Budget for Tasman District Council 2024-2025 by programme type**

	TOTAL Budget 24-25 (nearest \$1,000)	TOTAL Expenditure (nearest \$1000)
	<b>Tasman District Council</b>	
<b>Pest Management Programmes</b>	<b>\$142,000</b>	<b>\$149,000</b>
Contracted additional biosecurity support for reporting and control work	\$85,000	\$45,000
Pest Important sites	\$12,000	\$0
Asian knotweed	\$15,000	\$5,000
Taiwan Cherry	\$15,000	\$35,000
Wilding pine control	\$15,000	\$64,000
<b>Other Work Areas</b>	<b>\$231,000</b>	<b>\$206,000</b>
Biocontrol	\$20,000	\$22,000
Admin Support for Project de-vine	\$35,000	\$35,000
Volunteer groups grants and communications incl. Onetahua and backyard trapping	\$42,000	\$57,000
Marine pests	\$20,000	\$4,000
TOTS Marine Partnership contribution	\$42,000	\$42,000
Monitoring and Reporting	\$10,000	\$10,000
RPMP review completion	\$50,000	\$21,000
Equipment and maintenance	\$5,000	\$10,000
Training, travel and accommodation	\$7,000	\$5,000
<b>Additional work through national funding</b>	<b>\$40,000</b>	<b>\$30,000</b>
Check Clean Dry, funded by MPI	\$20,000	\$10,000
Marine Pests, funded by MPI	\$20,000	\$20,000
<b>TOTAL</b>	<b>\$413,000</b>	<b>\$385,000</b>

Nelson contracted biosecurity services and share of contractor work	-\$44,000	-\$26,000
Crown and industry contributions (LINZ)	-\$5000	-\$5,000

The following points highlight some specific expenditure by TDC on particular pests:

- Funding from MPI for the Sabella programme was declined this year, with several Councils also unsuccessful in securing support for this work due to changes in MPI health and safety processes and documentation requirements, which we expect to be resolved in 2025/26.
- Taiwan cherry removal was ramped up and with contractors used for tree removal. The choice was made to use the Asiatic knotweed budget to supplement the Taiwan cherry programme as staff could largely cover the knotweed work this year. The cost covers removal of the tree, chopping into firewood or chipping, and a replacement tree for co-operative landowners.
- Onetahua (via the Tasman Environmental Trust) and Project De-Vine were both awarded funding grants through the Annual Plan process for administration support. In addition, the backyard trapping budget has increased to meet the demand of this popular programme.
- External funding from MPI covered Check Clean Dry outreach and wilding pine control in the Mt Richmond Management Unit, through the national programme.
- An incursion budget is held for emergency incursion response work. Biosecurity incursions are difficult to predict so a budget is held for the year and if not spent is used to supplement the wilding pine control programme. This year the budget contributed to wilding control.
- An increase of surveillance and control effort in Golden Bay is reflected in an increase in the travel budget, with staff staying in Golden Bay during work stints to maximise time on the ground.
- Much of the RPMP work crosses regional boundaries between Tasman and Nelson, and Tasman staff lead reporting and contractor management. In these cases, Nelson City Council covers the staff time taken to deliver Nelson work and share the contractor costs. This year, LINZ also supported with additional funding for Asiatic knotweed control.

Table 2.2 below summarises the pest management budget expenditure for the Nelson City Council.

**Table 2.2: The RPMP Pest Management Budget for Nelson City Council 2024-2025.**

RPMP programme	TOTAL Budget 24-25 (nearest \$1,000)	TOTAL Expenditure (nearest \$1000)
TDC Management Agency functions	\$28,000	\$18,000
Consultancy – RPMP changes	\$30,000	\$5,000
Taiwan cherry programme	\$30,000	\$35,000
Sabella programme	\$50,000	\$50,000
<b>Other Biosecurity Work:</b>		
Biocontrol	\$17,000	\$10,000
TOTS Marine Biosecurity Partnership contribution	\$42,000	\$43,000
Emerging pest control	\$50,000	\$66,000

Ungulate control	\$20,000	
Wilding conifer control		\$40,000
Project Mahitahi pest control	\$15,000	\$15,000
Cat Management Bylaw development	\$15,000	\$16,000
Research/advice	\$5,000	
Education/communication	\$2,000	\$5,000
Training/Travel/ Accommodation		\$5,000
Equipment/miscellaneous	\$5,000	\$2,000
<b>TOTAL</b>	<b>\$312,000</b>	<b>\$310,000</b>

The following points highlight some specific expenditure by NCC on particular pests:

- Work undertaken by TDC as the Management Agency as well as consultants for the partial review of the Tasman Nelson RPMP was significantly less than expected, resulting in a lower cost to NCC. This enabled more operational spending on wilding conifer control.
- Cost of biocontrol was reduced due to splitting charges for old man's beard sawfly agents with TDC.
- Emerging pests controlled included water celery, Vietnamese parsley, moth plant and blue passionflower, all of which were more widespread and required more control than anticipated to limit their spread and establishment. These have all been added to the RPMP through the review process so future work will be funded through the general biosecurity budget rather than emerging pest budget.
- Operational spend was prioritised to aerial control of wilding conifers in the Roding Water Reserve to reduce future seed source, and therefore significant further investment, from coning trees found.
- Funding was also provided for invasive weed control under the Council's Project Mahitahi, including old man's beard, Himalayan honeysuckle and exotic pest trees.

### RPMP Review

There were six additional species included in the RPMP (blue passionflower, moth plant, pampas grass, water celery, Vietnamese parsley, wilding conifers), and four amendments to existing species rules (sabella, feral cats, boneseed, and koi carp). The review was approved and adopted by Council in December 2024.

## 3. 2024-2025 Operational Outcomes for Pests / Pest Programmes

### 3.1 Exclusion Pests

Exclusion pests are species that are not known to be present in the Tasman or Nelson regions. However, some have been historically present and continued vigilance for these pests is maintained. The pests on this list (along with scientific name and lead management agency) are:

- Cape tulip (*Moraea flaccida*) (MPI)
- Chilean needle grass (*Nassella neesiana*) (TDC)
- Hornwort (*Ceratophyllum demersum*) (TDC)
- Indian myna (*Acridotheres tristis*) (TDC)
- Johnson grass (*Sorghum halepense*) (MPI)

- Koi carp (*Cyprinus rubrofasciatus*) (DOC)
- Phragmites (*Phragmites australis*) (MPI)
- Rooks (*Corvus frugilegus*) (TDC)
- Senegal tea (*Gynocornis spilanthis*) (TDC)
- Velvetleaf (*Abutilon theophrasti*) (TDC)
- Wallabies (Bennett's and dama) (*Macropus rufogriseus* and *M. eugenii*) (TDC)
- Water hyacinth (*Eichhornia crassipes*) (MPI)

The objective is to prevent the establishment of these pests in the Tasman and Nelson regions. Details on Outcome and Delivery targets are outlined in the Appendix. Table 3.1 below summarises progress:

**Table 3.1: Summary of the progress towards the exclusion of the Exclusion Pest Species**

Species	Targets			Objectives
	Low level of new infestation	Notable reduction	Good surveillance	
Cape tulip	😊	😊	😊	Being met
Chilean needle grass	😊	😊	😊	Being met
Hornwort	😊	😊	😊	Being met
Indian myna	😊	😊	😊	Being met
Johnson grass	😊	😊	😊	Being met
Koi carp	😊	😊	😊	Being met
Phragmites	😊	😊	😊	Being met
Rooks	😊	😊	😊	Being met
Senegal tea	😊	😊	😊	Being met
Velvet leaf	😊	😊	😊	Being met
Wallabies	😊	😊	😊	Being met
Water hyacinth	😊	😊	😊	Being met

**Salient points from 2024-2025 are:**

- **Chilean Needle Grass:** In November 2024, a report was received from a cyclist using the cycle trail at Wai-iti, who observed what he believed to be Chilean needle grass growing along a 100-metre stretch on both sides of the trail. The cyclist, who stated he was very familiar with the pest species, provided specific location details. Two Biosecurity Officers subsequently inspected the site and identified the grass as riggut brome—a species that closely resembles Chilean needle grass and is commonly mistaken for it.
- **Myna Bird:** In January, a Golden Bay resident reported that she had seen several noisy myna birds on the Tākaka School playing field. Following discussions with the caller and an exchange of photos, the birds were confidently identified as spur-winged plovers. Both species share features such as yellow beaks and yellow markings around the head. A site visit by Biosecurity staff was not necessary in this case. During flax flowering, some birds have been mistaken in the past for mynas after staining their bill and bill feathers with yellow pollen. Reports of myna birds are rare in the region, and although a small incursion from Canterbury or the North Island is a possibility, it would typically involve only one or two birds.



- **Phragmites:** Phragmites surveillance was carried out under contract to the Ministry for Primary Industries (MPI). This occurred at three sites (two in Tasman and one in Nelson) following on from the 2023 shipping container seed incursion. No phragmites plants have been discovered at any of these sites. Surveillance will continue each spring and summer at two of the sites until 2027. One site no longer requires surveillance as it has no suitable habitat where phragmites can grow, and two surveillance checks are sufficient.
- **Rook:** NCC received a potential rook sighting in Enner Glynn just prior to Christmas. It was investigated and deemed to be a likely misidentification. TDC were informed in case more reports eventuated, but no further reports were received.
- **Wallabies:** Tasman and Nelson remain free of wild wallabies. In January, we investigated a report received via the Department of Conservation regarding a possible wallaby sighting near the bridge at Rabbit Island. The person who reported it described the animal as being about the size of a dog. However, large buck hares are commonly seen in this area and have previously been mistaken for wallabies. A thorough search of the site found no wallaby scat or other evidence. This location is also regularly frequented by mountain bikers and dog walkers, none of whom had reported any similar sightings. It is likely the animal seen was a hare.

### 3.2 Eradication Pests

The annual objective is to remove these species at a rate that exceeds natural increase. The overall objective of the RPMP is to reduce the levels of infestation to zero in the short to medium term with a view toward their eventual eradication. Eradication of these species involves ongoing vigilance and destruction to ensure that there is not a persistent population of these pests, or to consistently reduce the population to zero-density when incursions are discovered.






















































The region-wide Eradication category pest animals include the DOC-led pest fish (gambusia, perch, rudd and tench), two pests managed by the councils (Indian ring-necked parakeet and red-eared slider turtle) and the marine pest Mediterranean fan worm (sabella), which is jointly managed by TDC and NCC as part of the Top of the South Marine Biosecurity Partnership.

Region-wide Eradication pest plants include African feather grass (*Cenchrus macrourus*), Bathurst bur (*Xanthium spinosum*), boneseed (*Chrysanthemoides monilifera*) infestations located outside a specific Port Hills zone, boxthorn (*Lycium ferocissimum*), cathedral bells (*Cobaea scandens*), climbing spindleberry (*Celastrus orbiculatus*), egeria (*Egeria densa*), entire marshwort (*Nymphoides geminata*), Himalayan balsam (*Impatiens glandulifera*), knotweeds (*Fallopia japonica* and *F. sachalinensis*), Madeira vine (*Anredera cordifolia*) and saffron thistle (*Carthamus creticus*).

DOC is the lead management agency for the eradication of spartina (*Spartina anglica* and *S. alterniflora*) from the Tasman and Nelson regions.

Management of wilding, unmanaged and abandoned Kiwifruit (*Actinidia* species) is carried out by Kiwifruit Vine Health (KVH). The councils continue to support this work through general surveillance, advocacy and field support when requested. Details on Outcome and Delivery targets are outlined in Table 8 in the Appendix.

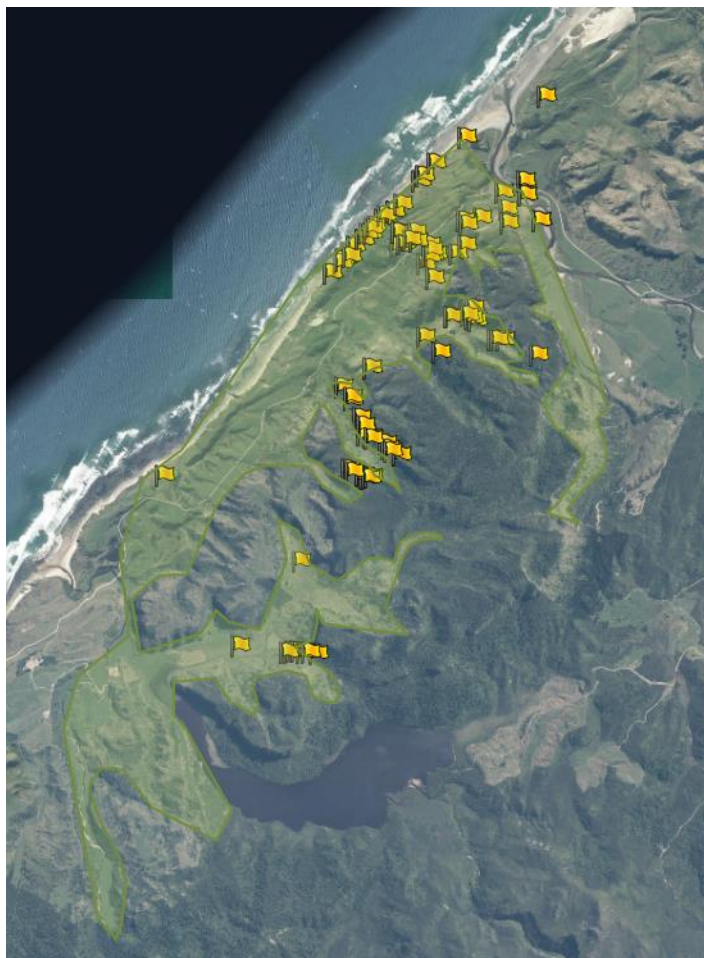
**Table 3.2: Summary of the progress toward the eradication of the region wide Eradication Pests**

Species	Targets			Objectives
	Low level of new infestation	Notable reduction	Good surveillance	
African feather grass				Being met
Bathurst bur				Being met
Blue passionflower				Being met
Boneseed (outside Port Hills)				Progress indicated
Boxthorn				Not met
Cathedral bells				Not met
Climbing spindleberry				Progress indicated
Egeria				Data deficient
Entire marshwort				Being met
Himalayan balsam				Being met
Kiwifruit (wild)				Progress indicated
Knotweeds				Being met
Madeira vine				Being met?
Moth plant				Being met
Red-eared slider turtle				Not met
Saffron thistle				Being met
Spartina				Being met
Taiwan cherry				Being met

**Salient points from 2024-2025 are:**

- **African Feather Grass:** There are no longer any known active sites of African feather grass in the region. All are reported as clear.
- **Bathurst Burr:** No new Bathurst burr plants were found this year. The Berryfields site continues to be developed into residential properties and there are now only small areas requiring surveillance.
- **Blue Passionflower:** Blue passionflower sites in Murchison, Wakefield and Richmond are very quiet. Sites in Hope require more work. One property was found with many fruits unable to be reached, high in the canopy, which will lead to further seed germinations in the future. The sites around Nelson Hospital have been revisited by a contractor and almost all have been recorded as active. All known mature fruiting vines have been controlled, although this work will be ongoing for some years.

- **Boneseed:** Fewer boneseed plants were found on Rabbit Island, Kina Peninsula, and Jackett Island, with most of those detected being seedlings. At the tip of Kina Peninsula (Harry's Place) a stand of mature pines has been felled and resulting seedlings were discovered in the pine forest duff layer. No new boneseed plants were found in Golden Bay, which is the first time none have been detected.
- **Boxthorn:** All boxthorn sites identified during last year's surveillance program have now received multiple control visits. Work is progressing well, and we're beginning to see positive signs of control in areas with large infestations. Staff have surveyed extensively across the affected properties with no new sites found south of Sandhill Creek (Figure 3). This season, we plan to revisit and control all sites, complete surveillance of the southern boundary, and begin surveillance north of the Paturau River. All but a few historic Boxthorn sites are confined to the Paturau area.



**Figure 3. Boxthorn sites and survey area south of Paturau River**

- **Cathedral Bells:** Upper Tākaka, Packards Road, Parapara Valley, Māpua, and the Graham Valley cathedral bells sites all had low numbers of active plants requiring control. Cathedral bells have a high number of new sites in the Tasman Region which reduces the percentage of sites at zero levels. This is possibly due to an increase in public response to pest education articles and surveillance efforts. Some progress is being made with cathedral bells in the Nelson Region.

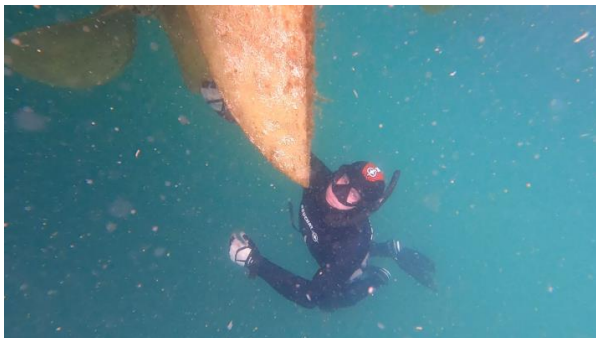
- **Climbing Spindleberry:** This year, climbing spindleberry efforts in Golden Bay focused on surveillance, which led to the identification of additional sites within existing infestation areas. The aim was to better understand the extent and characteristics of these sites, all of which received initial knockdown control. Both Tasman and Nelson have active sites. Control began on the infestation at Reservoir Creek, Richmond this year, with several large sites sprayed by contractors. In Nelson, there are two infestations, an old one on the south side of the Grampians (lots of waypoints but not very active) and a new one 700m east on the other side of Brook Stream (one waypoint but very active). Drone surveillance found no further incursions in these areas. A small decrease in the number of active climbing spindleberry sites outweighs the rate that new sites are being found, giving a tentative indication that progress on this species is being made. The Motueka Valley West Bank incursions are now well under control. However, the long-term goal of achieving eradication in some of the larger incursion areas remains pessimistic.
- **Egeria:** There are no active egeria sites in Nelson. Egeria remains static on last year in Tasman. The incursion of egeria at Templemore Pond remains in place while we work with DOC and the Stormwater Team on the best control method. This incursion is limited to Templemore Pond and the 750m outflow from the pond into the estuary.
- **Entire Marshwort:** No new sites of Entire marshwort have been identified and all known sites are believed to be clear. The last active site in the district is from 2015. No further site visits have been deemed necessary since 2020, as seed life is estimated to be no more than five years.
- **Himalayan Balsam:** Both Tasman and Nelson have active sites of Himalayan balsam. One new significant Himalayan balsam site was discovered on the roadside in Matiri Valley this year. This is likely due to dumping of garden rubbish. Sites in Golden Bay continue to track well and we are seeing less plants every year. The infestation at the Strachan Road wetland continues to decline in numbers. The long-term trend indicates progress is being made.
- **Knotweeds:** The control programme progressed well this year, with every indication that it was on track. Control of sites was manageable by staff alone without the need for contractors. This season sites over water were able to be controlled under our global consent for herbicide use over water. Concerns remain around availability of imazapyr, and this issue is a nationwide problem for knotweed control.
- **Madeira Vine:** Madeira vine control is a long-term programme, as stem tubers continue to sprout for years after they have dropped onto the ground. Madeira vine was controlled at Ruby Bay, Motueka, Tākaka, Richmond and Nelson. The number of new madeira vine sites outweighs the number of sites moving to clear status and the long-term trend for Tasman indicates very little progress is being made. Some progress is being made in the Nelson madeira vine sites.
- **Moth Plant:** Known moth plant sites in Richmond have been controlled well, to the point where only occasional seedlings are found. The once rampant supermarket development site at Three Brother's Corner is under control, with only a handful of seedlings germinating every few months. Two persistent active infestations were controlled at Māpua and Marahau during this period.

- **Red-Eared Slider Turtle:** The number of known red-eared slider turtle sites has increased. The Lake Killarney turtle (Figure 4), which was first notified to us in 2019, was finally captured on 12 January, after two seasons of trapping attempts. After the first season, the trap was altered to prevent waterfowl roosting, which we believe had inhibited turtle access to the trap. Trapping efforts will now focus on sites in Hoddy Road and the Moutere.



**Figure 4. The elusive Lake Killarney turtle and capture trap used**

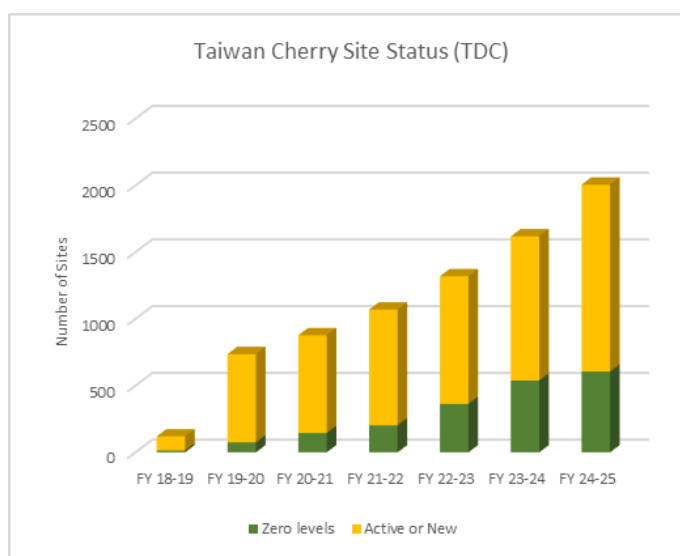
- **Sabella:** Sabella surveillance of the Nelson Marina detected no sabella for the third year in a row. Divers undertook two full surveys – in September/October 2024 and March 2025. In Tasman the Automatic Identification System (AIS) was effectively utilised this season, enabling monitoring of vessels entering the region from infested ports. On several occasions AIS proved invaluable in identifying vessels that could have posed a risk. As part of the summer surveillance programme, divers inspected a total of 85 vessels (Figure 5) in Abel Tasman National Park over three dive days, checking for *Sabella spallanzanii*. No vessels were found to be carrying the invasive species. This was the first season since the implementation of the new Level of Fouling rule in the RPMP. Of the 85 vessels inspected, only 3 would have triggered action under the new rule. The focus this season was on educating boaties about the new rule, and the response was overwhelmingly positive. A key challenge in the Tasman region remains the lack of a haul-out facility. If a vessel is found to be fouled, it must either be sent to Nelson for cleaning or wrapped and treated by divers—both of which are extremely costly options.



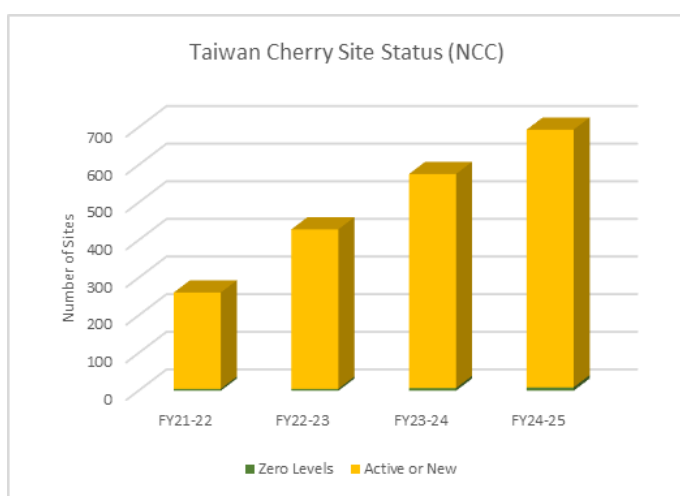
**Figure 5. Diver inspecting vessel for *Sabella spallanzanii***

- **Saffron Thistle:** There were just two active saffron thistle sites. Good control of the active sites has resulted in an overall increasing trend in sites at zero levels. The long-term trend indicates progress is being made.
- **Taiwan Cherry:** The data for Taiwan cherry (Figure 6 and Figure 7) shows many new sites. This outweighs the number of sites moving to clear status ('zero level'), giving the

impression of a minor set-back. The long-term trend in increasing zero level sites indicates slow progress is being made.



**Figure 6. Status of TDC Taiwan cherry sites since 2018/19**



**Figure 7. Status of NCC Taiwan cherry sites since 2021/22**

Many fruiting trees and seedlings were removed this season, with contractor support. Most property owners responded positively to Biosecurity staff when approached about removing Taiwan cherry from their properties. One property owner in Hope, with whom Biosecurity staff had been engaging with since 2022, strongly resisted removal of their Taiwan cherry trees. Despite numerous attempts at negotiation, the trees were not removed until December 2024, with Police support ultimately required on the day. Māpua township had two notable Taiwan cherry trees finally removed at the library site. This was followed up by removing all known Taiwan cherry trees and associated wildlings at Māpua township.

TDC Senior Biosecurity Officer Lindsay Barber contacted TVNZ on behalf of the Council to suggest they do a feature story on the Taiwan cherry pest plant issue, for inclusion in their Seven Sharp programme. TVNZ agreed, and the story aired on 23 September 2024. It was

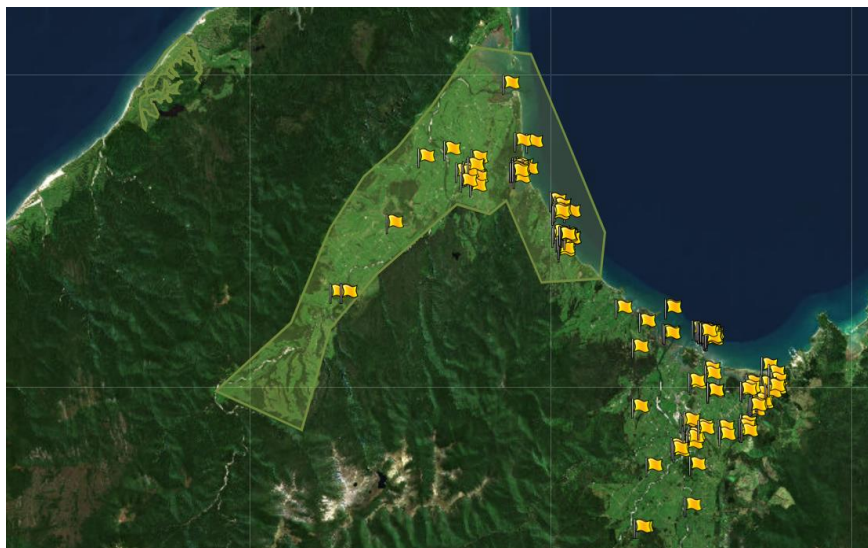


well received by the community, generating many calls from locals reporting new Taiwan cherry sites. The coverage highlighted the invasive nature of Taiwan cherry and provided valuable national exposure for this issue.

Progress toward eradication (movement to zero-levels that are clear) of Taiwan cherry in Nelson City appears very slow. However, the low level of sites moving to “clear” status is likely a function of the low level of follow-up reinspection of treated sites rather than failure of control. The low levels of reinspection to date are not unexpected as the full programme of site reinspection is not due to start until 2025-26. The worsening trend is more likely a function of increasing surveillance and discovery of new sites within the present reinfestation area, rather than an indication of spread.

A total of 21 Nelson City properties were treated for Taiwan cherry in 2024-25. Control operations remain focussed on the core infestation in Dodson Valley where it is estimated 807 trees were controlled. Outside this infestation, a further 42 trees were controlled. Only three properties/infestations required follow-up treatment, indicating a low level of reinfestation/site breakdown and/or a good level of treatment at initial control.

- Wild Kiwifruit:** There were many new sites of wilding kiwifruit identified in 2024-2025, but these are outweighed by the number of sites moving to zero-levels. Long-term trends indicate some progress is being made across the Tasman Region. Nelson City sites are showing definite progress. Wilding kiwifruit surveillance and control in Tasman continues to be supported by Kiwifruit Vine Health (KVH). Wild kiwifruit poses a biosecurity risk due to its potential to harbour PSA (*Pseudomonas syringae* pv. *actinidiae*), a bacterial disease that can cause significant damage to kiwifruit vines and impact orchards. Although PSA has not yet been detected in the South Island, unmanaged wild vines are considered the most likely entry point should it arrive. Over the past three seasons, KVH has directed nearly \$200,000 toward wild kiwifruit control in Tasman, with the support of Project DeVine. Control efforts have focused on outlying infestations, working progressively toward operational kiwifruit orchards. This project is managed by the Biosecurity Team, with the goal of controlling all large wild kiwifruit infestations in Golden Bay over the next few years. Once achieved, efforts will shift to the Riuwaka area.



**Figure 8: Golden Bay wild kiwifruit sites (yellow flags) and current control area (green polygon).**

- **Magpies:** Magpies are classified as an Eradication species in Golden Bay only. Following a TDC advertisement in the Golden Bay Weekly, seven notifications were received, leading to subsequent trapping. Media coverage in local newspapers and on radio after the original advertising campaign generated further reports, including many from outside Golden Bay. A report of three magpies came from Hitchcock Road, Rockville, in the Aorere Valley. This is around 50 km from Tākaka and locals reported that they had never seen magpies in this area before. One bird was caught at Rockville, with the other two caught two months later in Bainham. Outside Golden Bay, 718 magpies were trapped across 41 properties. Five pairs of magpie call birds were in use during this period, with priority given to reports from Golden Bay.

**Department of Conservation's Pest Fish and Spartina Work:**

- **Rudd:** Monitoring and sampling during 2023/24 and 2024/25 confirmed that all known rudd populations targeted for eradication are now free of rudd.
- **Tench:** Based on recent sampling, no new tench populations have been detected in recent years.
- **Gambusia - Walshes Drain:** DOC eradicated gambusia in 2021 with initial success. However, between January 2023 and February 2024, gambusia returned, likely due to natural events such as rainfall pushing fish from nearby streams, rather than deliberate reintroduction. Despite this, the three-year post-treatment assessment was still considered successful.
- **Maire Channel:** A 2020 eradication attempt via hand netting was assessed as successful by 2024/25, with no further monitoring planned.
- **Gambusia Research:** A Master's project led by DOC involves a study of gambusia dispersal in estuarine environments using genetics and fieldwork, with a focus on how environmental factors like tides and flooding influence spread, especially considering climate change impacts.
- **Perch:** Easton's pond. No actions were taken by DOC after a negative eDNA test in May 2024.
- **Koi Carp:** No reports have been made to DOC.
- **Spartina:** DOC leads the spartina surveillance and control programme. All known spartina sites in the Waimea inlet, Moutere inlet, Tasman Bay and Nelson Haven were re-visited and active surveillance was undertaken in high priority areas.

This season, DOC staff spent 374 hours and a spartina detection dog spent 42 hours searching the estuary. During this search, no new sites were found. Only one small new site of spartina (less than 1 m<sup>2</sup>) was found in Abel Tasman National Park, near Onetahuti this year. This site, along with several sites discovered in Golden Bay, Ruataniwha Inlet and Farewell Spit last year, were all controlled with herbicide under our new global resource consent for spraying over water.





Figure 9. The only new spartina site found near Onetahuti.

### 3.3 Progressive Containment Pests

The intermediate outcome of the management of these pests is to contain and reduce the geographic distribution of the pests to specific areas over time. Containment usually arises in situations where the subject is at high densities in part(s) of each of the Tasman and Nelson regions, but of low extent or limited range in other parts. Eradication from the region is not feasible, but it is realistic to prevent these pests from spreading to other parts of the region.

Each of the progressive containment pests have their own designated containment area. The objective of the RPMP is to eliminate bomarea, Chinese pennisetum, purple loosestrife and reed sweet grass, and significantly reduce nassella tussock, variegated thistle, and white-edged nightshade infestations outside containment (satellite sites) and slowly reduce the infestation inside containment (core infestations). Over the life of the RPMP (to 2029), it is anticipated that there will no longer be any active infestations outside the containment area, and the core infestations will have reduced when compared back to 2019.

Point data is collected on each pest to help track progress of targets. The targets focus on year-on-year reduction in the number of active sites.

Details on Outcome and Delivery targets are outlined in Table 8 in the Appendix.

**Table 3.3: Summary of the progress towards the containment and reduction of Progressive Containment Pest Species outside and inside the containment areas.**

Species	Targets			Objectives
	Low new incursions	Notable reduction	Good surveillance	
Bomarea (outside)	😊	😊	😊	Progress indicated
Bomarea (inside)	😞	😞	😊	Not met

Chinese Pennisetum (outside)				Being met
Chinese Pennisetum (inside)				Not met
Nassella Tussock (outside)				Being met
Nassella Tussock (inside)				Progress indicated
Purple Loosestrife (outside)				Progress indicated
Purple Loosestrife (inside)				Progress indicated
Reed Sweet Grass (outside)				Being met
Reed Sweet Grass (inside)				Being met
Variegated Thistle (outside)				Progress indicated
Variegated Thistle (inside)				Progress indicated
White-edged Nightshade (outside)				Progress indicated
White-edged Nightshade (inside)				Progress indicated?

**Salient points from 2024-2025 are:**

- Bomarea:** Progress is being made outside containment for bomarea. For inside containment, the number of active sites increased and outweighed the sites at zero levels. There are no active sites in Nelson. This summer, contractors spent a considerable amount of time controlling widespread bomarea infestations in the Reservoir Creek containment area. Many of these were new seedlings that were not present during the 2023/24 control effort. However, there was a significant infestation in a steep, rough gully that was very hard to access. Advice was sought on possible aerial control methods used around the country, but ultimately, the area had to be controlled on foot. This will be an ongoing project for some years to come. A solitary bomarea vine was controlled at Kaiteriteri and another at Milnthorpe Park in Golden Bay.
- Chinese Pennisetum:** All known sites of Chinese pennisetum sites outside containment are clear. There was a single new site (one plant) discovered inside the containment area which is a very minor setback. All sites are in the Tasman District.
- Nassella tussock:** Nassella tussock records indicate that this species remains active outside containment at Cape Soucis. Data collected over 2024-2025 shows all visited sites inside containment on the Barnicoat Range were clear. The long-term trend inside containment remains positive and there has been no change.
- Purple loosestrife:** Outside containment, Purple loosestrife infestations (five active sites) moved to zero levels. While the long-term trend line is still slightly pessimistic, the more recent indication is that slow progress is being made. The situation inside containment is similar. All the sites remain centred around the core infestations in containment with no new sites appearing in other parts of the region. No new outlier sites were discovered, but new plants are still appearing in containment areas, particularly in Borck Creek. Matiri Valley sites continue to grumble away at low levels.
- Reed Sweet Grass:** While new Reed sweet grass sites continue to be discovered outside containment, the rate moving to zero-levels remains higher than the level of new incursions. The situation remains positive. A similar situation exists inside the containment area. Matakiki Valley sites were well controlled this year, and farm managers around Lake

Rotoroa carried out control this year for the first time in several years, though there is more work to do here. DOC continued with control efforts on the large incursion near the Lake Rotoroa/Gowan River outlet. The Howard Valley wetland site has been significantly reduced in size and is progressing well towards achieving zero levels. However, a large new site was discovered above this wetland in January 2025. A contractor was employed to control the area, and the cost was shared with LINZ. All sites in Motupipi, Golden Bay were visited, and these sites are tracking well with no new infestations found.

- **Variegated Thistle:** A number of new variegated thistle sites identified inside and outside containment in 2023-2024 led to a drop in the percentage of sites at zero levels. This has persisted into 2024-2025. Outside containment the long-term trend is pessimistic, while inside the long-term trend is still positive but traction has been lost. Variegated thistle in the harvested area of Kingsland Forest, Richmond, is now being suppressed by rank grass competition. A large part of the area has now been planted, so planting maintenance crews will control any new thistles that emerge over the next few years, until the native cover becomes established.
- **White-Edged Nightshade:** The level of new site discoveries for white-edged nightshade outside containment is outweighed by the increase in the number of sites at zero-levels. No new activity was detected from the Wairoa Gorge incursion in Tasman, although forestry activities at two Dodson Valley sites in Nelson have significantly reactivated germination from the seed bank that was present in the soil, setting back the programme from last year. While the long-term trend remains optimistic, should the sites remain active, this will tip towards pessimistic. A similar situation exists inside the containment area.

### 3.4 Boundary Specific Sustained Control Pest Plants

The boundary specific Sustained Control pests are the Pip Fruit Industry Pests (Black spot, Codling moth, European canker, Fireblight and Powdery mildew) and a selection of other pests (Blackberry, Broom, Giant buttercup, Gorse, Ragwort, and Nodding thistle) that affect primary industries. Note that the assessment of the success of broom and gorse Boundary Control does not include the Howard to St Arnaud control programmes for these species.

The intermediate outcome for all of these pests is to reduce their impacts and spread to other properties. This is achieved by having a rule that requires that occupiers keep their boundary clear if the neighbouring land is clear or, or being cleared of, the pest. Each pest has a specific boundary distance.

#### ***Salient points from 2024-2025 are:***

- One ongoing gorse boundary issue culminated in Default Action. This is the first year that we have recovered enforcement costs to account for staff time. A property owner received a \$6,000 bill to recover the costs of Default Action and Biosecurity Officer time spent enforcing the rule for that property. Eight other gorse and broom boundary investigations were dealt with by Biosecurity officers, with most cases being resolved before requiring a legal enforcement notice. Boundary pest plant rule compliance usually requires significant time for staff to manage, especially if a Notice of Direction is required.

**Table 3.4: TDC Enforcement Notices issued in 2024-2025 FY**

2024-25 FY		
Enforcement Notice Type	Number Issued	Explanation
Notice of Direction	5	Directing a landowner/occupier to control/destroy a pest on their property














































Notice of Intention to Act on Default	2	Advising a landowner that they have failed to comply with a Notice of Direction and we will be undertaking the required work and recovering all reasonable costs from them
Notice of Intention to Enter Property	2	Advising a landowner/occupier we will be entering their property to carry out enforcement work
Default Action Undertaken	2	Undertaking the required work or engaging contractors to undertake the required work

### 3.5 Other Sustained Control Pest Plants

Sustained control is a strategy for pests of low to moderate densities but of such wide geographical spread that they cannot feasibly be eradicated from the region. The RPMP objective for these pests is to reduce their impacts and slow their spread on to land that is clear of them. Occupiers of land affected by these species are required to destroy them as directed by an Authorised Person. Both councils support this effort with monitoring and surveillance and may (at their discretion) assist occupiers through service delivery in priority biodiversity sites.

Details on Outcome and Delivery targets are outlined in Appendix, Table 8.

**Table 3.5: Summary of the progress towards the reduction of impacts and the slow of spread of Sustained Control Pests**

Species	Targets			Objectives
	Low new incursions	No Spread	Good surveillance	
Akebia (chocolate vine)				Being met
Banana passion vine (GB)				Being met?
Boneseed inside Port Hills				Being met
Broom (St Arnaud)				Being met?
Climbing asparagus (GB)				Being met
Gorse (St Arnaud)				Being met?
Gunnera				Being met
Lagarosiphon				Not met
Old man's beard (GB, R, UB)				Not met
Pampas (GB)				Not met
Queensland poplar				Being met?
Water celery / Vietnamese parsley				Being met
Wild ginger (GB)				Not met?
Woolly nightshade (GB)				Being met
Yellow bristle grass (GB, UB)				Being met

Yellow flag iris (GB, UB)				Progress indicated
Yellow jasmine				Being met?

**Salient points from 2024-2025 are:**

- Akebia:** The number of properties with newly discovered akebia infestations has increased. This gain is balanced by other properties observed moving to zero levels. Many of the new infestations appear older and not because of new spread.
- Broom and Gorse:** The number of new incursions of broom and gorse within the Howard/St Arnaud control area was low compared to 2023-2024. However, when looked at on a per property basis, the number of infested properties continues to slowly increase. Good compliance from forestry companies with requirements for equipment to be water-blasted before entering the harvesting area means gorse and broom seed incursions have been minimal. A report proposing to realign and exclude a portion of the north-western Howard/St Arnaud gorse and broom sustained control area was accepted and passed by Council in November 2024. The realignment to a more manageable boundary line was necessary to avoid an area where broom seed concentration had been an ongoing issue in the past. This realignment only reduced the zone by 30.7 ha.
- Climbing asparagus:** While climbing asparagus shows low numbers of new incursions, the commentary is that these are young infestations, indicating new spread from nearby properties. This is a difficult pest weed to kill and spread can happen in any direction as the berries are readily taken and spread by birds.
- Gunnera:** Of eight new gunnera infestations, three appear to be infestations of a minor (treatable) nature, while the rest are associated with existing sites. Gunnera was treated in the upper reaches of the Marahau Valley in December. A major infestation was discovered and treated here in 2010 along the entire river margins. These upper reaches were the original source of the infestation and subsequently, many had disappeared completely, and their status was recorded as being "Historic". A few sites, however, were still active with fruiting bodies and these were treated with herbicide.
- Lagarosiphon:** The number of lagarosiphon sites continues to grow, although most of the sites identified in 2024-2025 are within already infested waterbodies (Motueka and Golden Bay, Te KauKau Stream, Tākaka and Motupipi Rivers). One new site was found in one of the ponds at Miyazu gardens. Indications are that the pest continues to spread.
- Old Man's Beard:** Surveillance has led to the discovery of many new sites of old man's beard over a greater extent than previously recognised. Almost all of these are associated with known infestations and are an indication of better surveillance rather than new spread. Surveillance continued to increase in Buller this year, with DOC and TDC working well together. A Biosecurity Officer accompanied a DOC Ranger on a helicopter surveillance and spraying flight, during which several infestations along the Buller River were identified that would not have been detectable from the ground. DOC now conducts aerial surveys of the river margins twice per season, once early and once late in the season, to improve detection and control of these infestations. There was a noticeable difference between flights in what was visibly flowering, justifying having two flights instead of one, to account for variation in flowering time. A post aerial spraying audit showed mixed results of herbicide effectiveness, so a different herbicide may be used next year. TDC also engaged

a local contractor to carry out ground control work on two road reserve areas in Buller where old man's beard had established.

- **Pampas Grass:** In line with the new pampas sustained control rule in Golden Bay, new sites of pampas have been recorded. Many of these are established infestations and their discovery is an indication of good surveillance rather than evidence of spread. The task at hand appears daunting with the number of new sites outweighing the number of sites moving to zero-levels. However, this is a new control strategy and the rate at which sites move to zero levels (within 1 year of discovery) is encouraging. More time is needed to determine whether the infestation can be managed as proposed in the RPMP.
- **Queensland Poplar:** Surveillance for Queensland poplar continues to identify new sites. The sites are close to known infestations and commentary for many sites is that they are of seedlings and small trees, indicating spread. Adult seed-source trees in upper Richmond have largely been destroyed.
- **Water Celery:** The number of water celery sites continues to increase as surveillance improves our knowledge base. Sites are widely spread in stormwater streams throughout Richmond and around Nelson Airport. All new sites have been found within already infested waterbodies, and no additional infested waterbodies have been discovered. In Nelson, two rounds of water celery control were undertaken in Orphanage Stream, Saxton Creek, Jenkins Creek, Arapiki Stream, York Stream and Brook Stream. In Tasman, water celery control around Richmond was carried out by TDC stormwater contractors, using Garlon 360 for the first time.
- **Vietnamese Parsley:** Vietnamese parsley control was carried out in Jimmy Lee Creek, Richmond and Poorman Valley Stream, Stoke. Importantly **no new Vietnamese parsley sites have been detected**, which is encouraging and suggests the spread of this species may be contained. Vietnamese parsley is spread by vegetative material, so it relies on humans shifting it or washing down stream. There is potential to eradicate this pest plant.
- **Wild Ginger:** Six new wild ginger sites have been reported in Golden Bay. Most are very close to existing infestations with two outliers 750 m to 1 km away from known sites. The commentary is that they are small infestations. Spread remains localised.
- **Pest vines, woolly nightshade and wilding pines:** In Golden Bay, the control of banana passion vine, old man's beard, yellow jasmine, wilding kiwifruit, wilding pines and woolly nightshade was undertaken by Project DeVine Environmental Trust. TDC involvement is mainly centred on public land in collaboration with NZTA, DOC, and LINZ. Occasionally, new sites identified by TDC are passed on to be treated by Project DeVine.
- **Yellow Bristle Grass:** This rapidly growing grass is being managed by roadside contractors as part of their responsibilities. Our team collaborated with them to identify key sites and provide advice on effective control. This work aligns with the roadside spraying carried out by the contractors. Newly discovered sites are close to existing infestations, indicating localised spread. This spread is balanced by the number of known sites moving to zero density. The long-term trend within the two control areas remains slightly optimistic, indicating that spread is being slowed. Spread outside of these zones is rapid and significant.
- **Yellow Flag Iris:** All four TDC biosecurity officers carried out training and gained the Unit Standard 6240 qualification for spraying over water during the first months of 2025. This

qualification was required to use metsulfuron over water, which is the most effective herbicide for yellow flag iris. The long-term trend remains slightly optimistic, indicating that spread is being managed.

- **Yellow Jasmine:** No control work was done on yellow jasmine due to its widespread status in Golden Bay. When spotted, Biosecurity Officers highlight the need for control by landowners.
- There were no issues with giant buttercup, blackberry, ragwort, or nodding thistle this year.

## 4. Site-led Pests

Under site-led programmes, the intermediate outcome is to exclude, or eradicate, from that place; or to contain, reduce or control within that place; the pests that can cause damage to a place and its values.

### 4.1 Abel Tasman National Park and Environs

The Department of Conservation, Project Janszoon and volunteer groups continued to reduce infestations of the listed site-led pests on conservation estate. This site-led programme encompasses the private land enclaves within the Park in and around Awaroa, Torrent Bay and Marahau to prevent feral cats, cotoneaster species, Douglas fir wildings, European holly, kūmarahou, rosemary grevillea, and sycamore from invading the Park, where they are either absent or currently controlled. TDC provided advice on predator control techniques. DOC requested the assistance of Biosecurity staff to help with compliance at a property in Awaroa. The landowners were supportive in the removal of these plants.

TDC staff visited Torrent Bay on 11 November 2024, and 26 February 2025. Cotoneaster, Douglas Fir, *Pinus radiata* seedlings, old man's beard, and banana passionfruit were controlled. Awaroa was inspected on 11 November 2024, and no target pest plants were seen.

### 4.2 St Arnaud Village

The Department of Conservation, working in partnership with the community of St Arnaud village, are proactively protecting the natural environment of the village and adjoining conservation lands. TDC assists in the implementation of the programme, working with occupiers to help them comply with the rules as requested. The site-led programme encompasses private land adjacent to Lake Rotoiti, Big Bush Forest and along the State Highway 63 entrance to the village. The pests on this list are Darwin's barberry, European holly, feral cats, greater bindweed, rowan, Russell lupin and sycamore.

- **Darwin's Barberry:** Annual control was carried out along the northern edge of the village, where most plants occur. Additional bushes were located and removed from the southern edge of the village.
- **Rowan:** Surveillance and control were undertaken in the kānuka areas on the Peninsula, around the old dump site, and in the National Park south of the village. Only a few small plants were found. Two large rowan trees were removed from properties on SH63 in St Arnaud village
- **Russell Lupin:** Two sweeps of the Black Valley Stream were conducted over summer, with a small number of plants located and destroyed. Two small roadside sites along the highway, likely the result of intentional seed dumping, were also found and sprayed.

- **Greater Bindweed:** This difficult-to-control vine persists at one site near Black Valley Stream but is now reduced to a few small patches, which will be followed up next year. Monitoring of two other historic sites in the village showed no signs of regrowth.
- **European Holly:** Another challenging pest tree to control. None were found in the village this year, but scattered plants in Tophouse Scenic Reserve were removed. Although this reserve lies outside the site-led programme, preventing the spread of holly into beech forest remains a priority.
- **Sycamore:** Biosecurity staff spoke with a property owner who has a single tree on her land. She has agreed to remove it before it produces seed this year. The site will be monitored to ensure compliance.

#### **4.3 Waimea Estuary**

The Tasman Environmental Trust and the Waimea Inlet Forum, in partnership with the Department of Conservation and the councils, lead the undertaking of pest control in the relatively undeveloped areas along the southern side of Waimea Estuary. This is aimed at protecting rare and threatened plants and animals and important populations of coastal wetland and migratory wading birds. The pests on this list are brushtail possum, feral cats, ferrets, rat species, stoats and weasels. Under the RPMP, occupiers are required to report sightings of these pests and allow access to Authorised Persons for their control, when requested.

#### **4.4 Nelson Site-led Pests**

The partial review of the RPMP resulted in a site-led programme for feral and stray cats being added at 28 high value, publicly owned or managed sites in Nelson City, totalling 11,620 hectares.

The RPMP requires reporting the presence of feral and stray cats in these named sites to Nelson City Council. In addition, no person shall feed or shelter any feral or stray cat in these sites, and no person shall deliberately release any companion or stray cat into the wild in these sites.

There have been no reports or evidence of any breach of these requirements since they were added to the RPMP in December 2024.

### **5. Other Pest Management Responses by TDC and NCC**

#### **5.1 Biological Control**

For many pests that are well-established in the Tasman and Nelson regions, biocontrol is one of the few remaining interventions that are cost effective. Over 2024-2025, both Councils continued their funding contributions to the National Biocontrol Collective, which operates a pooled resource from the regional councils around the country, funding research to test biological control agents for invasive pests.

- **Sydney Golden Wattle Bud-galling Wasps:** In December 2024, Manaaki Whenua Landcare Research offered the Council a release of Sydney golden wattle bud-galling wasps as a biological control measure for this pest tree. The Sydney golden wattle has become a significant pest in coastal regions of New Zealand, with Rabbit Island experiencing high levels of infestation. The TDC Reserves and Facilities department spends approximately \$10,000 annually managing this invasive species here. The bud-galling wasp has proven highly effective, reducing seed production by up to 90%. As part of the initiative, 150 wasps were released at the western end of Rabbit Island to control the spread of this invasive tree.





**Figure 10. Juvenile Sydney Golden Wattles in dunes at Rabbit Island**



**Figure 11. Sydney Golden Wattle Bud Galling Wasp (L) and bud galls (R)**

- Tradescantia Yellow leaf Spot Fungus:** Several transfers of the tradescantia yellow leaf spot fungus to Golden Bay have proven successful. The fine spores of this fungus appear to be extremely mobile, with signs of infection evident in areas several kilometres from the original release sites, less than a year after introduction. The fungus thrives in moist conditions, suggesting it may become an effective biocontrol agent in the wetter regions of Tasman and Nelson.
- Old Man's Beard Sawfly:** This year, Manaaki Whenua Landcare Research's rearing programme ran into difficulties, with most of the first-generation larvae failing to complete development. They speculate that the cool summer may have triggered this occurrence. While the Lincoln Research Centre has successfully bred the sawflies to the developed larval stage in the past, there are no certainties when dealing with an insect breeding programme. It is anticipated that this setback will delay releases to early 2026. We are currently in credit with Manaaki Whenua for the expected 2026 releases.
- Wasp Biocontrol:** Post-release monitoring for the wasp biocontrol agent *Volucella inanis* (wasp hoverfly) began at Wainui Inlet in Golden Bay in April 2025, one year after the initial release. Two subterranean wasp nests were located and excavated to check for signs of the hoverfly. While none were found, the small sample size of just two nests is insufficient to draw any firm conclusions about the success or failure of establishment. Mass-rearing hoverflies in containment remains a challenge, as emergence is sporadic and unpredictable. As a result, only 25-30 hoverflies can be released at a time. Relocating

infested wasp nests from the Canterbury containment facility is currently considered the most effective method for establishment, as the hoverflies can emerge and fly to other nests at will. Discussions with Te Tau Ihu iwi regarding this approach is ongoing. A future release is still planned for the Howard Valley.

- **Rabbit Calicivirus:** The long, dry summer provided favourable conditions for wild rabbit populations to increase in several areas. A particularly notable site was Kina Peninsula, where high rabbit populations caused significant damage by stripping bark from shrubs and trees, and grazing grasses down to bare ground. Rabbit mortality was observed at this location on 15 October 2024 and again on 1 April 2025. Autopsies confirmed symptoms consistent with Rabbit Calicivirus. It was encouraging to see the virus actively circulating and having an effect at a time when rabbit numbers were high.

## 5.2 Avian Influenza

Biosecurity staff responded to four reports of possible avian influenza in Tasman. Samples were collected and sent to MPI, but no avian influenza was detected. None of these reports concerned commercial enterprises. Analysis of our specimens sent indicated mortality from avian botulism in ducks, storm-related impacts on tern colonies, and the presence of facial tumours in a sparrow.

Preparation for the potential arrival of Preparation for the potential arrival of HPAI/Avian Influenza or Bird Flu has begun. The response is led nationally by MPI, DOC and Te Whatu Ora, with Councils taking a regional lead. This year a response plan has been developed for local egg producers and connections made with other local agencies – DOC, Health, MPI – as well as relevant council teams who will be impacted, primarily managing council reserves and supporting our community with the impact of wild and domestic bird casualties.

## 5.3 National Pest Plant Accord

In last year's Operational Plan Review, we reported that the MPI-issued warrants required by Biosecurity Officers to monitor nursery compliance with the National Pest Plant Accord (NPPA) were no longer available. Despite repeated requests and attempts to engage MPI to deliver the necessary training, no progress has been made. As a result, no nursery audits for NPPA compliance could be carried out this year.

## 5.4 Backyard Trapping

Trap production continued in collaboration with the MenzShed (TDC) and Nelmac (NCC), ensuring a consistent and reliable product. Attempts to expand assembly at the MenzShed using additional labour resulted in some defective traps. This approach has since been discontinued, and quality has markedly improved by relying solely on the MenzShed team for assembly. Following the release of two media items on Backyard Trapping, a significant increase in sales in Tasman region was observed. Backyard traps subsidised by NCC continued to have good uptake by Nelson residents and were sold via the Nelson DOC Visitor Centre and Brook Waimarama Sanctuary Trust (numbers not reported here).

**Table 5.1: Trap Types Sold to the Community**

TDC OFFICE	DOC200 Trap sales	Victor Rat Trap in Tunnel sales	Trapinator Possum Trap sales	TRAP SALES
Richmond	49	78	37	164
Motueka	41	62	30	133
Tākaka	11	34	20	65
Murchison	4	2	2	8

<b>TRAP SALES TOTAL</b>	105	176	89	<b>370</b>
<b>TDC STOCK TOTAL</b>	110	180	90	<b>380</b>

## 5.5 Education and Advice

Over 2024-2025, staff continued efforts to raise awareness and provide information and advice on the identification and control of pests. Notable occasions this year include:

- Provision of traps and/or advice to occupiers to control possums, feral cats, mustelids, magpies and rabbits.
- The Golden Bay and Murchison A&P shows were attended by Biosecurity staff.
- A biosecurity activity was run at an event at Farewell Spit for local school groups.
- Biosecurity Officers ran an activity stall at the EnviroSchools Tasman Mission event, and at the Isel in Bloom event in Nelson.
- Nelson's Biosecurity Officer worked with other staff to organise a Bioblitz event in the lower Maitai Valley.
- Publication of news articles in the Golden Bay Weekly, Pest of the Month articles in TDC's Newslines and Pest Patrol in NCC's Our Nelson. These were also posted on social media.
- As a result of the updated RPMP, our educational pamphlets were revised in December 2024. This included updates to the *Pocket Guide to the TNRMP* and the seven *Controlling Pest Invaders* pamphlets. These updated publications were printed and made available to the public prior to the Christmas/New Year holiday period. Digital versions were also uploaded to both the Tasman and Nelson Councils' websites.
- The Biosecurity team are available for bookable education sessions in schools, as part of the new TDC public education programmes.
- NCC responded to 80 service requests, and TDC responded to 411 service requests, which was a significant increase on the 220 in the previous year. Table 5.2 below summarises these:

**Table 5.2: TDC Service Requests 2024-2025**

<b>Request Type</b>	<b>Count</b>
Pest animals	141
Pest plants	122
Pest Management Plan	5
General enquiries	143
<b>Total</b>	<b>411</b>

## 5.6 Top of the South Marine Biosecurity Partnership (TOSMBP)

In addition to continuing the eradication of sabella, the TOSMBP continued the implementation the TOSMBP public advocacy and marine pest monitoring programmes. The TOSMBP is funded by the three Top of the South councils and the Ministry for Primary Industries (now MPI BNZ). Each of the three councils contribute annually, with support from Central Government and an in-kind commitment from the aquaculture industry.

## 5.7 Project DeVine Leading Conservation Efforts in Golden Bay

Project DeVine focuses on protecting native environments in Golden Bay by targeting RPMP-listed pests. This work is supported by our Biosecurity team. Over the past ten years, Project DeVine has

built strong relationships with the Golden Bay community and has been instrumental in educating the public and controlling RPMP species in the area.

### 5.8 Check Clean Dry

Over summer, we continued to promote the Check, Clean, Dry (CCD) message throughout the Tasman region. Our two contracted advocates that were funded for the programme by MPI focused on high-priority areas, including Nelson Lakes and popular fishing rivers. They attended multiple public events to raise awareness and encourage good biosecurity practices. This season, a primary focus of our education initiatives was to raise awareness and encourage vigilance after the recent golden clam incursion in the Waikato region.

### 5.9 New and Emerging Pests

New and emerging pests are investigated after either being reported by members of the community or spotted during regular surveillance by Biosecurity Officers.

- Plague Skink:** In February 2025, a vigilant nursery owner in Hope reported that pot plants delivered to him from Auckland contained plague skink eggs. Plague skinks are not a listed Exclusion pest species in our RPMP but are a concern as they are absent from Tasman and Nelson. Biosecurity staff visited the nursery and found eight eggs containing skink embryos. MPI were contacted immediately, as the delivery truck was scheduled to visit other nurseries in the South Island. MPI's advice was to instruct the nursery owner to destroy any further eggs. Disappointingly, MPI were not interested in following up with the trucking company to prevent further spread of the skinks in the South Island.



Fig 12. Plague skink eggs (L) and plague skink

- Ants and other Insects:** These are occasionally dropped off to the TDC for identification. None of these in 2024-2025 were of any concern.
- Chilean Myrtle:** Following last year's significant control effort in the Graham Valley, Biosecurity Officers visited the site to assess control effectiveness. There appeared to be good knockdown of all treated trees, and the affected landowners were very happy with how things were progressing with this programme. This season we plan to work with DOC to extend the survey area and control any further outliers.
- Kangaroo Grass:** Control programmes remain in place for the two Kangaroo grass sites at Spring Grove Cemetery and Bridge Valley. At the cemetery site, the grass was so widespread in the turf that blanket spraying was required, followed by re-sowing with new grass. Only occasional patches are now emerging around graves from the residual soil seed bank. These are easily managed through spot-spraying as they appear.



- **Pink Ragwort:** This species has been controlled at the Moutere estuary bridge and Jackett Island since approximately 2004. The Moutere estuary bridge site has been eradicated (since 2017). This season, five plants were found on one property in the mid-section of Jackett Island. We are hopeful that this pest plant is moving close to extinction in our region.
- **Royal Fern:** Biosecurity staff continue to support DOC Golden Bay on the royal fern project. Since conducting drone surveys last year, more surveys have been undertaken in both the original infestation area and surrounding locations to determine the full extent of the infestation. Maps produced from this year's surveys indicate new plants. Evidence of control work carried out by DOC staff last season was also clearly visible. Community education has been a key part of this project. Biosecurity staff attended a school event at Onetahua, where students learned about this emerging pest and were tasked with identifying potential infestation sites using maps. An article in the Golden Bay Weekly further encouraged residents to report any sightings of Royal Fern.



Figure 13. New Royal Fern sites found with a drone survey in early 2025

### 5.10 General Surveillance

Enhanced surveillance efforts by Biosecurity Officers over the past two years have resulted in the increased detection of previously undiscovered sites. Good progress has been made on pests listed as 'Eradication' species, although Taiwan cherry eradication is proving to be challenging. Climate change is generally providing more favourable conditions for some pests, such as red eared slider turtles and thistle species. Pest plant germination and flowering times are being influenced by milder winters and fewer frosts in our region. Pest weed awareness campaigns are working well and are a good mechanism to stimulate action by landowners. The technology behind drone and satellite surveillance is promising and should lead to improved detection of pest weeds in the future. Successful establishment of biocontrol agents may help to slow the spread of some species and remains our best hope for long-term control.

## 6. Delivery Partners

The Tasman Nelson RPMP is primarily delivered by the Tasman District Council Biosecurity Team (Guinny Coleman, Terrestrial and Marine Biomanager; and Biosecurity Officers Ken Wright, Lindsay Barber, Briar Cook and Mitch Seek) and the Nelson City Council Biosecurity Team (Leigh Marshall, Team Leader; Richard Frizzell, Biosecurity Advisor; and Andrew Nevin, Biosecurity Officer).

RPMP plan changes data analysis and programme advice came from contractor James Lambie and Peter Russell. Pest control on Council land is generally delivered by the Reserves and Facilities Team.

The Freshwater Improvement Fund (Trevor James, Kerry South and Blair Reid) Jobs for Nature (George Daly, Mitch Seek and Fiona Ede (TDC) and Marian McCay (NCC)), and staff from Nelson City Council's Biodiversity, Biosecurity and Integrated Catchment Teams have delivered increased weed control in wetlands and significant natural habitats.

External to Council, parts of the RPMP are delivered by Department of Conservation staff in the Motueka and Nelson Lakes offices, Tasman Environmental Trust, Project De-Vine and the Top of the South Marine Biosecurity Partnership, alongside numerous community groups individual landowners.

## 7. Glossary

**Active Sites / Active Status:** Sites where the pest was present in the recent past and it is observed that they remain. These pests are likely to have arisen in the same place due to the reserve of propagules (e.g. long-lived seeds, or hard to kill corms or rhizomes) that remain in the environment after treatment.

**Authorised person** is a person who is appointed an authorised person under Section 103 of the Biosecurity Act.

**Approved Management Plan:** A document approved by an Authorised Person that identifies an agreed level of pest management that an occupier will undertake on the land that they occupy to comply with the provisions of the RPMP.

**Compliance monitoring:** Measurement of an infestation prior the serving of a Notice of Direction (NOD) to an occupier and re-measurement after the lapse period of the NOD to assess compliance with the rules of the RPMP.

**Historic sites / Historic Status and At-risk Sites:** Sites where, due to proximity to source infestations or habitat characteristics are the most likely places for new incursions. They can include places where the pest has occurred in the distant past (historic sites) and it is not expected that there is a reserve of propagules remaining in that place.

**New Sites / New Sites Monitoring:** The first record of the existence of infested sites (which then progress to “active sites”).

**Monitoring Sites / Monitoring Status:** Sites where the pest was present in the recent past and it is observed that they are not present, but there remains a risk of re-infestation due to the potential for propagules left in the environment.

**New Sites / New Status:** The first record of the existence of the sites (which then progress to “active sites”).

**Notice of Direction:** A formal directive issued by an Authorised Person, used to enforce compliance with the RPMP.

**Zero density** is a term used when there are no known live breeding organisms remaining of the pest species of concern at the end of annual pest control operations in the area of concern. It is used when there is a risk of re-infestation e.g. from viable dormant seed. It has a status slightly lower than eradication and recognises potential imperfections in surveillance, monitoring and detection.

## 8. Appendix

**Table 8: Outcome and Delivery targets for RPMP programmes**

<b>Programme</b>	<b>Outcome Targets</b>	<b>Delivery Targets</b>	<b>Comment</b>
<b>Exclusion</b>	These pests do not have established populations in the Tasman and Nelson regions in June 2024.	<p>TDC will report the discovery of the pest to the lead management organisation for actioning within 24 hours of TDC becoming aware of the pest.</p> <p>For the pests where TDC/NCC are the lead agency, in the event of discovery TDC/NCC will make an assessment of the issues within 24 hours and undertake delimitation of the pest and define a control strategy within 2-5 working days, depending on the inputs required. TDC/NCC will develop a surveillance programme and identify key at-risk sites annually.</p> <p>All Notices of Direction (NOD) assessed for compliance at expiry of the NOD period and appropriate enforcement action taken.</p>	<p>No exclusion pests have established</p> <p>Sightings of potential rooks and wallabies have been reported this year.</p> <p>Reports of exclusion pests have been acted on within 24 hours.</p> <p>Ongoing. Key surveillance sites identified but a surveillance programme is still under development</p> <p>All NODs have been followed up and assessed.</p>
<b>Eradication</b>	<p>New sites are reported to TDC within 5 days of discovery.</p> <p>New sites of pest fish species and Spartina are reported to DOC by TDC/NCC within 5 days of discovery.</p> <p>All known infestations of feral rabbits within the Golden Bay Feral Rabbit Eradication Area are treated (if necessary) within 5 days of discovery.</p>		<p>New sites are mostly discovered by Biosecurity Officers during surveillance. DOC report all new or potential sites of pest fish ASAP.</p> <p>No new feral rabbits were discovered this year.</p>



Programme	Outcome Targets	Delivery Targets	Comment
	Activities by DOC are reported to the councils in time to be included as a summary to the RPMP Annual Report to both councils.	<p>TDC works with NCC, MDC and MPI under the Top of the South Marine Biosecurity Partnership (TOSMBP) to destroy any <i>Sabella</i> infestations as and when they are identified.</p> <p>All known infestations of <i>Sabella</i> are treated by July 2025. Occupiers of newly discovered sites are advised of their obligations under the RPMP within 10 days of discovery.</p> <p>DOC with support from TDC staff will undertake an annual survey of known <i>Spartina</i> infestation locations sometime between the months of January to March and apply herbicide to all <i>Spartina</i> plants found. TDC/NCC will support Kiwifruit Vine Health (KVH) to deliver a control programme for wilding kiwifruit as requested by KVH</p> <p>All known (new and active) sites from 2023-2024 and earlier will be visited, prior to seasonal dispersal, to check compliance with the RPMP. All monitoring and at-risk sites to be visited (and treated if necessary) by July 2025. Develop the database to be able to better capture the density and extent of infestations and surveillance effort. Build baseline data of extent and density of infestations as the database has the capacity to capture this.</p>	<p>Report received within time.</p> <p>The TOSMBP is very active and continues to work together to eradicate <i>Sabella</i> from the Top of the South.</p> <p>All diving for <i>Sabella</i> surveillance and control is scheduled for Sept 2025 All except Taiwan cherry met this target.</p> <p>Annual survey found one new <i>Spartina</i> site. Herbicide was used on sites found this year and last year under the TDC Resource consent.</p> <p>Control was principally undertaken by Project DeVine with funding by KVH.</p> <p>Not achieved for Taiwan cherry.</p> <p>All except Taiwan cherry met this target.</p> <p>Due to the stretched resources of the GIS team at TDC, this work is ongoing.</p> <p>Due to the stretched resources of the GIS team at TDC, this work is ongoing.</p>

Programme	Outcome Targets	Delivery Targets	Comment
Progressive Containment	<p>New sites are reported to TDC (delegated to NCC within the NCC region) within 5 days of discovery</p> <p>All monitoring sites and at-risk sites outside the containment area will be visited, and if necessary, compliance with the RPMP enforced</p> <p>All known (new and active) sites outside the containment area from 2024-2025 and earlier will be treated (if necessary) prior to flowering</p>	<p>TDC/NCC will develop a surveillance programme and identify key at-risk sites of these pests.</p> <p>Appropriate DOC rangers are warranted as Authorised Persons as required for pest fish control under the RPMP</p> <p>All notices of direction assessed for compliance at expiry of the NOD period and appropriate enforcement action taken.</p>	<p>Ongoing. Key surveillance sites identified but a surveillance programme is still under development</p> <p>No DOC officers are warranted under the RPMP. TDC Biosecurity staff will assist DOC for pest fish work if enforcement is required.</p> <p>All NODs have been followed up and assessed.</p> <p>Reports from the public and Biosecurity Officer discoveries followed up with control.</p> <p>Completed for most species</p>
		<p>TDC/NCC will develop a surveillance programme and identify key sites of at-risk sites annually.</p> <p>Develop a Management Strategy to reduce the extent of infestation for at least one Containment zone</p>	<p>Most known sites treated within pre-flowering and flowering periods visited</p>
		<p>100% occupier compliance with an agreed Approved Management Plan (where such plans are in place).</p> <p>All notices of direction assessed for compliance at expiry of the NOD period and appropriate enforcement action taken.</p> <p>Any occupier who agrees to manage pests under an Approved Management Plan, outside of the containment zone has a plan in place within 20 working days of the discovery of the pest on the land they occupy.</p>	<p>Ongoing. Key surveillance sites identified but a surveillance programme is still under development</p> <p>Strategies updated for yellow bristle grass, gorse and broom in the exclusion zone, Himalayan balsam and white edged nightshade in Nelson</p> <p>No Approved Management Plans are in place</p> <p>All NODs have been followed up and assessed.</p> <p>No Approved Management Plans are in place</p>

Programme Sustained Control	Outcome Targets	Delivery Targets	Comment
	<p>Any occupier who agrees to manage these pests under an Approved Management Plan, has a plan in place within 20 working days of the discovery of the pest(s) on the land they occupy.</p> <p>100% occupier compliance with an agreed Approved Management Plan (where such plans are in place).</p> <p>Road corridors inside the yellow bristle grass Sustained Control Area that are known to be clear of this pest, remain clear.</p> <p>There are fewer properties known to be affected by broom in 2024-2025 compared to 2023-24 inside the Broom Sustained Control Area and/or the extent of broom on affected properties has reduced</p>	<p>All notices of direction assessed for compliance at expiry of the NOD period and appropriate enforcement action taken. Priority sites within the yellow bristle grass Sustained Control Area are inspected annually for compliance with the RPMP. Standard Operating Procedures with all relevant roading contractors are set up / reviewed, and contractor education is continued.</p>	<p>No Approved Management Plans are in place</p> <p>No Approved Management Plans are in place</p> <p>Road side mowing moves seed along road corridors. A management plan is in place to minimise spread.</p> <p>Broom is largely controlled within the boundary of the exclusion area. Some spread by animals and forestry machinery are appearing within the exclusion zone.</p> <p>All NODs have been followed up and assessed.</p> <p>Not practical to visit all sites of this fast-growing C4 grass</p> <p>Ongoing liaison with Roading Maintenance Contract Team Leader</p>

**Attachment 2**

**Tasman-Nelson Regional  
Pest Management Plan 2019-2029**

**Operational Plan 2025-26**



## Executive Summary

The 2025-2026 Tasman Nelson RPMP Operational Plan sets out the work that Tasman District Council (TDC) and Nelson City Council (NCC) will undertake under the *Tasman-Nelson Regional Pest Management Plan 2019-2029* (RPMP). This Operational Plan is a **combined** plan, aiming to build on the collaborative approach both councils wish to take when it comes to tackling pests across boundaries. While TDC remains the management agency for the RPMP, NCC will deliver the Operational Plan within the Nelson City region.

Management Agency funding for RPMP implementation work for 2025-2026 is set at \$392,000 (excluding staff time) for TDC and \$329,000 (excluding staff time) for NCC. Funding is allocated via both councils' annual and long-term plan processes. TDC and NCC work closely with many other organisations involved in undertaking and funding pest management to achieve RPMP goals, including Ministry for Primary Industries (MPI), Department of Conservation (DOC), Te Taihū iwi, Land Information New Zealand (LINZ) and numerous community groups.

There are five types of pest management programmes carried out under the RPMP. These are summarised below, along with a number of important projects which highlight the range of activities covered in the programme.

**Exclusion pest programme** – preventing 12 high threat pests from establishing in the Tasman and Nelson regions:

- working with the Ministry for Primary Industries (MPI) to stop five nationally significant pest plants invading (Cape tulip, Johnson grass, phragmites, velvetleaf and water hyacinth);
- working collaboratively with researchers and other councils to keep wallabies out of the regions (through general surveillance and advocacy); and
- Immediate survey and control by TDC of bird species (rook and myna), fish species (koi carp) and harmful aquatic plants (Senegal tea and hornwort) when reported to TDC or NCC.

**Eradication pest programme** – eliminating 26 high threat pests from the regions (or parts of a region):

- identifying and addressing high-risk source populations of Taiwan cherry and reducing infestations to zero density in the long term;
- direct control of 'difficult to control' pests such as the two knotweed species, climbing spindleberry, cathedral bells, madeira vine, moth plant, blue passion flower and African feather grass;
- direct control of agricultural pests; Bathurst bur, boxthorn and Saffron thistle;
- control of wetland pests such as egeria, entire marshwort, Himalayan balsam and red-eared slider turtle;
- tackling *Sabella* (Mediterranean fan worm) in a coordinated approach with the Top of the South Marine Biosecurity partnership; this programme is now supported with the introduction in 2024 of our vessel 'Level of Fouling' rule
- assisting DOC to manage gambusia and eradicate, tench, rudd and perch (pest fish) and Spartina;
- eradicating feral rabbits and magpies from Golden Bay, and boneseed from both regions (with the exception of sustained control only in the Port Hills of Nelson).
- identifying and controlling wild kiwifruit in partnership with Kiwifruit Vine Health (KVH)

**Progressive containment pest programme** – containing and reducing the extent of seven pest plants across the regions:

- ensuring occupiers control pest plants that impact on regional agricultural values (Chinese pennisetum, nassella tussock and variegated thistle) and;
- ensuring occupiers control pest plants that modify natural ecosystems (purple loosestrife and reed sweet grass in wetlands and bomarea in native bush).

**Sustained control pest programme** – ongoing control of 25 widespread pest plants and other organisms to reduce their impacts and spread to other properties:

- ensuring occupiers undertake appropriate control of pests on their entire property to reduce the level of infestation across both regions (e.g. chocolate vine and gunnera) or in part of a region (e.g. banana passion vine, woolly nightshade and pampas grass);
- ensuring occupiers undertake appropriate control of pests on their property boundaries to reduce the spread of widespread pests (such as blackberry – 10 m clearance and nodding thistle and ragwort – 20 m clearance);
- enforcing pest plant good neighbour rules for gorse and broom (outside of the Howard-St Arnaud defined area) on occupiers where their neighbours are actively undertaking control work while being reinfested from areas where insufficient control is being carried out;
- protecting the valuable pip fruit industry across both regions from the ravages of horticultural pests (blackspot, codling moth, fireblight, European canker and powdery mildew) where properties are free of these pests.

**Site-led pest programmes** – control of named pests to reduce their impacts on natural biodiversity values at specific places. There are three key sites or places covered by the RPMP, all within the Tasman region:

- Abel Tasman National Park – targeting six pest plants via occupier control rules that could infest the Park from adjoining private land within the surrounding environs (e.g. wilding Douglas fir)
- St Arnaud Village – targeting six pest plants via occupier control rules which could spread to vulnerable habitats in or near to Nelson Lakes National Park (e.g. Darwin's barberry); and
- Waimea Estuary (Pearl Creek to Dominion Stream locations) – reporting of named pests by occupiers and ensuring access to five main sites, targeting possums, rats, feral cats and mustelids, through collaborative DOC, Fish and Game and volunteer control efforts.
- Wilding conifer control operational areas - Maintaining the gains of prior investment and control work in four areas; Mt Richmond Wilding Conifer Management Unit, Tākaka Hill community project, Abel Tasman National Park (ATNP) - Project Janszoon and Golden Bay (including ATNP Halo) - Project De-vine.

In addition to work on implementing the RPMP, both Councils are actively involved in several other regional and national biosecurity and biodiversity related leadership roles. These include undertaking general surveillance for and research into the management of potential future pests, the research and release of biocontrol agents, participation in national biosecurity management groups, progressing strategies for wilding conifer management, and assisting the community with the management of other organisms of interest.

The RPMP limited review has been completed, with new species included in the RPMP. These are: mothplant, blue passionflower, Vietnamese parsley, water celery, pampas (Golden Bay), 13 wilding pine species and feral cats.

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## 1. Introduction

### 1.1. Background

Under the Biosecurity Act 1993 (the Act), Tasman District Council (TDC) and Nelson City Council (NCC) have prepared the *Tasman-Nelson Regional Pest Management Plan 2019-2029* (RPMP). The RPMP provides a framework for the efficient and effective management or eradication of specified organisms (declared 'pests') in the Tasman and Nelson regions. The RPMP names 59 pest plants, 19 pest animals and four fungi/bacteria as pests. Its key purpose is to outline how each pest or pest grouping will be managed over the 10-year period, to reduce or negate their threats to the environmental, economic and cultural/social values of the regions. The RPMP allows the two Councils to use the relevant advisory, service delivery, regulatory and funding provisions available under the Act to deliver the specific objectives identified in Part Two of the RPMP: Pest Management (the framework, pest programmes and monitoring). The RPMP became operational on July 1<sup>st</sup> 2019. Following a partial review in 2024, the RPMP has been updated to include new species and republished.

TDC is the management agency for the RPMP. The management agency is primarily responsible for implementation of the RPMP, including monitoring and reporting on progress. Under section 100B of the Biosecurity Act, the management agency must prepare an Operational Plan within three months of the RPMP becoming operative, and review performance against it annually<sup>1</sup>.

This Operational Plan covers the work of both TDC and NCC, reflecting the joint RPMP and the collaborative nature of pest control between the two councils. With a shared Operational Plan, the two councils aim to work together, recognising the benefits of having neighbouring councils sharing knowledge and resources where needed.

Under the RPMP, much of the responsibility for pest control lies with occupiers (primarily landowners and land managers). As the management agency, TDC works with NCC to enforce the RPMP and to ensure that occupiers are aware of and meet their obligations for pest management in both the Tasman and Nelson regional jurisdictions. The two councils will undertake to deliver other services such as public education and advocacy, and the release of biocontrol agents in each of their jurisdictional areas. Service delivery may include pest control where there is clear justification and regional benefit.

Pest management is a significant undertaking and requires coordination of effort and sharing of resources. Nelson City Council is coordinating the delivery of the RPMP within the Nelson region and reports to TDC, as the management agency, on the implementation of the RPMP within the Nelson region. The two councils benefit from a strong working relationship and collaborate often with other agencies involved in pest management, particularly the Department of Conservation (DOC), Ministry for Primary Industries (MPI), Land and Information New Zealand (LINZ) and neighbouring Marlborough District Council (MDC), which is the management agency for the Marlborough RPMP. Coordination of pest management efforts is also actively encouraged between several community groups and trusts, the eight iwi organisations in Te Tau Ihu and individual occupiers where appropriate. Simply put, *Biosecurity is Everyone's Business*.

### 1.2. Operational Plan Purpose and Scope

This document (*Tasman-Nelson Regional Pest Management Plan 2019-2029 Operational Plan 2025-2026*) is the seventh operational plan to be prepared under the RPMP. It outlines how TDC and NCC intend to undertake the delivery of the RPMP across the Tasman and Nelson regions over the 2025-

2026 financial year, along with the annual budget associated with each activity, in line with the councils' current Long-Term Plans.

This Operational Plan must be read in conjunction with the Tasman-Nelson RPMP 2019-2029. Specific details of each pest species are found within the RPMP, while the Operational plan give the detail around the annual priorities and budgets. The Operational Plan also includes the reporting requirements of other agencies under the RPMP and a list of additional activities undertaken by the TDC/NCC biosecurity team to support the delivery of the RPMP.

## **2. Implementation of Programmes**

### **2.1. Methods and Resources – how pest control will be carried out**

The Regional Pest Management Plan contains “declared” pests which cause, or are capable of causing, significant damage to the Tasman-Nelson region's environment or its primary industries.

The Plan groups these pests into five categories, with varying levels of intervention. In most situations, the land occupier is responsible for meeting the standards and rules for each pest, although biosecurity officers work closely with occupiers in the management of Eradication Pests. The prioritisation of work is generally in order of these categories (Exclusion, Eradication, Progressive Containment, Site Led, and Sustained Control), in the best season for control of a particular species. See Appendix 1 for the annual calendar of species priorities. In the event of multiple competing priorities, the Team Leader will make the decision on what work will be carried out.

#### **Advocacy and education**

As a rule, TDC/NCC takes the education and advocacy approach first. Biosecurity officers will work with landowners to inform them of their responsibilities under the RPMP, and provide them with as much information and support as possible to carry out their responsibilities. Officers also use their expertise to identify unusual plants and insects brought in by the public. When education doesn't work, enforcement action will be taken. Biosecurity officers take advantage of educational opportunities such as A&P shows, catchment group presentations, social media, Council publications and special interest groups to reach a wider audience.

#### **Inspections and monitoring**

Regular property inspections ensure that RPMP rules are being adhered to and achieving the goals of each programme in the RPMP. Inspections are guided by where pests have been found previously or carried out around nearby infestations. Monitoring of known sites is also carried out to determine effectiveness of control and rate of spread.

#### **Surveillance**

Surveillance activities identify new RPMP pest issues and ensure that current problem pests and sites are not getting worse. Surveillance also helps discover incursions of new and unexpected pests to the region, which fall outside of the Exclusion pest list. TDC and NCC will survey plant retailers and enforce compliance with the ban in the sale and propagation of RPMP species.

Monitoring of apps like iNaturalist, writing news articles to raise awareness and carrying out presentations are tools used to support public surveillance. The Smart Weed Alert Tool will also be very useful when it becomes available, by alerting Officers when a new species is discovered in Nelson Tasman. Surveillance plans have been written for many RPMP species to date. Officers are

always looking from roads as they travel around the region and are alert to visible pests on neighbouring properties when carrying out site visits. Active surveillance is carried out when time allows, through driving around the region at key times of the year searching for target pests. This effort is difficult to measure, and requires GPS logs and records of when, where, which pest was targeted and any outcomes. This year, TDC Officers are trialling a dedicated surveillance day each month, in pairs and areas they don't usually work. The Biosecurity team has embraced drone technology, using PIX4D mapping software to monitor new pest infestations. Drones are deployed to map affected sites, allowing staff to track progress and identify any areas that may have been missed. Drones are also being used for both aerial and marine surveillance.

### **Control of pests**

Control involves undertaking direct control of generally low incidence, high threat pests. These pests may be difficult for occupiers to identify and/or control or in such low densities that it is more cost efficient for one overall regional approach. Service delivery also includes providing control tools where appropriate (e.g. traps, chemicals) and releasing biological control agents (e.g. woolly nightshade lace bug or rabbit haemorrhagic disease – RHD). Where new pest issues have been identified, delimiting surveys, and if appropriate, direct control work will be undertaken while they are assessed for future inclusion in the RPMP.

The councils adopt 'good practice' for all control techniques and adhere to all legal requirements around using herbicides and pesticides and any other agrichemical. Where appropriate, the councils will engage with iwi and stakeholder groups to minimise the risks and effects of the use of herbicides and pesticides and will consider other methods to manage pests. Where possible, biological control methods will be used to control widespread pests.

### **Compliance**

When all avenues of education and support for a landowner have been exhausted and they are still non-compliant, enforcement of the rules will be undertaken under the Biosecurity Act 1993. Steps must be clearly followed through as outlined in the Act. Where compliance with a rule in the RPMP can be best achieved through an ongoing management agreement, TDC/NCC may negotiate an Approved Management Plan with the landowner/occupier concerned. An Approved Management Plan will only be used where the circumstances make it impractical to follow the specific RPMP rule, the outcomes to be achieved will be the same or better, and no adjoining landowner is disadvantaged. See the TDC Occupier Engagement flow chart at the link below:

[Biosecurity Officer occupier engagement process](#)

### **Reporting**

Pest management is undertaken through a mix of council staff, other agencies, contractors, landowners, and volunteers. As the management agency, TDC is primarily responsible for reporting on activities and progress during the year. TDC audits information received from various sources and reports that information and progress against the targets set out in this Operational Plan through the RPMP Annual Report.

As the management agency, TDC will also report on the number of instances the council has intervened and used the powers in the RPMP to enforce rules or take action on default. There are exceptions in this Operational Plan where other agencies may also use Authorised Persons to enforce the RPMP. Examples include pest fish (where DOC is the lead agency) and Mediterranean fanworm (*Sabella spallanzanii*) (where TDC, NCC, and MPI co-manage this pest pan-regionally). In these instances, reporting on enforcement and progress against targets is a joint responsibility. Currently

*Sabella* is subject to a separate Operational Plan jointly delivered by the three Top of the South Councils (TDC, MDC and NCC) and will be reported on parallel with this Operational Plan.

### RPMP Limited Review

The RPMP limited review has been completed. Three existing species rules and/or site-led areas have been amended. These are outlined in Table 1 below. Each species is also included in their specific pest category throughout this document.

*Table 1: Amended species rules and/or site-led areas.*

Species	Previous Category	New Category
Boneseed	Eradication outside of Port Hills zone	Eradication outside of Port Hills zone Sustained control within Port Hills zone
Feral and stray cats	Site-led Waimea Estuary	Site-led – Waimea Estuary, ATNP, Nelson City, St Arnaud
Sabella	Eradication	Eradication with inclusion of new Level of Fouling rule

There is a total of 17 new species included in the RPMP. These are detailed in Table 2 below:

*Table 2: New species added to the RPMP through the limited review.*

Species	Programme	Unwanted Organism	Good Neighbour Rule	Lead
Water celery	Sustained control	N	N	Occupier
Vietnamese parsley	Sustained control	N	N	Occupier
Moth plant	Eradication	N	N	TDC/NCC
Blue passionflower	Eradication	Y	N	Occupier and TDC/NCC
Pampas	Sustained control (Aorere Valley and Whanganui Inlet to Puponga)	N	N	Occupier
Douglas fir (wilding only)	Progressive containment – various locations	N	Y	Occupier, or occupier where seed spread originates
Radiata pine (wilding only)	Progressive containment – various locations	N	Y	Occupier, or occupier where seed spread originates
Contorta pine (pest conifer)	Progressive containment	Y	Y	Occupier
Scotts pine (pest conifer)	Progressive containment	N	Y	Occupier
Mountain pine (pest conifer)	Progressive containment	N	Y	Occupier

Bishops pine (pest conifer)	Progressive containment	N	Y	Occupier
Maritime pine (pest conifer)	Progressive containment	N	Y	Occupier
Mexican weeping pine (pest conifer)	Progressive containment	N	Y	Occupier
Ponderosa pine (pest conifer)	Progressive containment	N	Y	Occupier
Corsican pine (pest conifer)	Progressive containment	N	Y	Occupier
European larch (pest conifer)	Progressive containment	N	Y	Occupier
Western white pine (pest conifer)	Progressive containment	N	Y	Occupier

### Specific Rules for Pest Conifers Applicable Across the Whole Region

There are three rules:

**1. A 'clear land rule' – that focuses on the eradication of pest conifer seedlings before they can proliferate and spread:**

Occupiers must destroy all pest conifers present on land they occupy, unless the land they occupy falls within a named pest conifer operational area (as shown in Maps 7.1; 7.2; 7.3 and inset maps 7.3.1 and 7.3.2), urban areas or areas of high intensity land use (as determined by an Authorised Person), unless there is a negotiated agreement in place between the Management Agency and occupier as an alternative way to achieve this requirement.

**2. A 'planted forest (wilding conifer spread) rule' – to manage self-seeded spread from forest plantations onto neighbouring land.**

From 1 July 2024, occupiers of forest plantations (greater than 1 hectare), outside of named pest conifer operational areas, are liable for the costs of removal of any new wilding conifers present (i.e. subsequently occurring) on adjoining land (where that land is clear of any infestation of wilding conifers as of 30th June 2024). This requirement is limited to adjoining land within 200m of the forest plantation property's boundary and the adjoining occupier must be taking reasonable steps to control wilding conifers elsewhere on the property. This obligation will be on written direction from an authorised person, following a complaint from an adjoining affected neighbour, and where there is evidence that wilding spread has occurred from the planted forest to an adjoining property. A negotiated agreement between the Management Agency and the two occupier parties is an alternative way to achieve this agreement.

**3. A 'pest agent conifer rule' – to manage potential seed sources that may impact neighbouring properties and halt the spread of wilding conifers in general.**

Occupiers must destroy any pest agent conifer on their land, on direction of an authorised person, where an adjoining occupier is taking reasonable steps to control wilding conifers on their land and that evidence of wilding spread is clearly attributable to the pest agent conifer(s), unless there is a negotiated agreement in place between the Management Agency and occupier as an alternative way to achieve this requirement.

## 2.2. RPMP Financial Overview

The project and financial expenditure relating to the management of pest programmes and other work areas required to achieve the RPMP are summarised in Table 1 and Table 2 below.

Note that in response to the weather event in Tasman in June and July 2025, there is increased pressure on the budget to respond to the spread of Asiatic Knotweed. If this is not covered through central government funding, then existing RPMP budgets will be redirected to this work.

*Table 3: The RPMP Pest Management Budget for TDCs 2025-2026 by programme type (excluding staff time).*

	TOTAL Budget 2025-26 (nearest \$1,000)
	<b>Tasman District Council</b>
<b>Pest Management Programmes</b>	<b>\$112,000</b>
Contracted additional biosecurity support for reporting and control work	\$55,000
Pest Important sites	\$12,000
Asian knotweed	\$15,000
Taiwan Cherry	\$15,000
Wilding Pine Control (TDC contribution)	\$15,000
<b>Other Work Areas</b>	<b>\$251,000</b>
Biocontrol	\$20,000
Support for Project de-vine	\$35,000
Support for TET	\$40,000
Volunteer groups grant and comms	\$42,000
Marine pests	\$20,000
TOTS Marine Partnership contribution	\$42,000
Monitoring and Reporting	\$10,000
Equipment and maintenance	\$5,000

Training, incl travel and accommodation	\$7,000
Biosecurity Incursion contingency	\$30,000
<b>Additional work through national funding</b>	<b>\$50,000</b>
Freshwater biosecurity education, Check Clean Dry, funded by MPI	\$30,000
Marine Pests, funded by MPI	\$20,000
<b>TOTAL</b>	<b>\$392,000</b>

*Table 4: NCC Biosecurity Budget for 2025-2026 (excluding staff time)*

<b>RPMP programme</b>	<b>TOTAL Budget 2025-26</b>
TDC Management Agency functions	\$20,000
Taiwan cherry programme	\$35,000
Aquatic pest plant programme	\$56,000
Sabella programme	\$50,000
Other RPMP pests	\$30,000
Other Biosecurity Work:	
Biocontrol	\$10,000
TOTS Marine Biosecurity Partnership contribution)	\$42,000
Emerging pest control	\$46,000
General pest control contingency	\$13,000
Research/advice	\$5,000
Education/communication	\$2,000
Training/Travel/Accommodation	\$10,000
Equipment/miscellaneous	\$10,000
<b>TOTAL</b>	<b>\$329,000</b>

### 3. Exclusion Programme

Exclusion	Eradication	Progressive Containment	Sustained Control	Site-led
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Exclusion pests are pests that are not known to be present in the Tasman or Nelson City regions. However, some have been historically present and continued vigilance for these pests is maintained. The pests on this list (and their lead agency) are:

• Cape tulip (MPI)	• Johnson grass (MPI)	• Senegal tea (TDC/NCC)
• Chilean needle grass (TDC/NCC)	• Koi carp (DOC)	• Velvetleaf (TDC/NCC)
• Hornwort (TDC/NCC)	• Phragmites (MPI)	• Wallabies (Bennett's and dama) (TDC/NCC)
• Indian myna (TDC/NCC)	• Rooks (TDC/NCC)	• Water hyacinth (MPI)

#### 2025-2026 Objective

Prevent the establishment of these pests in the Tasman and Nelson regions.

#### 2025-2026 Operational Overview

Under the RPMP, occupiers are required to report sightings of any suspected Exclusion Pests to Tasman District Council (via NCC in the Nelson region). TDC will forward this report to the lead agency for action as noted above. The lead agency will undertake management responsibility for these pests, working with other agencies and occupiers as appropriate. TDC/NCC officers will undertake surveillance in areas most likely to be infested and will provide information to all interested parties on Exclusion Pests, their potential impact, and vectors.

#### 2025-2026 Targets

##### Outcome Targets

- These pests do not have established populations in the Tasman and Nelson regions as of June 2025.

##### Delivery Targets

- TDC will report the discovery of the pest to the lead management organisation for actioning within 24 hours of TDC becoming aware of the pest.
- For the pests where TDC/NCC are the lead agency, in the event of discovery TDC or NCC will make an assessment of the issues within 24 hours and undertake delimitation of the pest and define a control strategy within 2-5 working days, depending on the inputs required.
- Notify MPI of any notifiable organisms within 24 hours and follow MPI instructions for control strategy
- TDC/NCC will develop a surveillance programme and identify key at-risk sites annually



- All Notices of Direction (NOD) assessed for compliance at expiry of the NOD period and appropriate enforcement action taken, including cost recovery.

### Monitoring and Reporting

Monitoring and reporting for the exclusion pest programme is a joint responsibility of the management agency and the lead agency. The lead agency responsible for direct action (if not TDC) is responsible for reporting on the actions taken to TDC. TDC as management agency will audit all reports received, ensure consistency in reporting style and report against the targets via the RPMP Annual Report to both councils.

## 4. Eradication Programme

Exclusion	<b>Eradication</b>	Progressive Containment	Sustained Control	Site-led
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Eradication Pests are pests with a very restricted distribution in the Tasman and Nelson region, where the goal is to prevent the establishment of the pest within the region. The pests on this list (and their lead management organisation) are:

• Gambusia (DOC)	• Rudd (DOC)	• Tench (DOC)
• Perch (DOC)	• Spartina (DOC)	• Wilding kiwifruit (TDC/KVH)
African feather grass (TDC/NCC)	• Bathurst bur (TDC/NCC)	• Boxthorn (TDC/NCC)
• Cathedral bells (TDC/NCC)	• Climbing spindleberry (TDC/NCC)	• Egeria (TDC/NCC)
• Entire marshwort (TDC/NCC)	• Himalayan balsam (TDC/NCC)	• Indian ring-necked parakeet (TDC/NCC)
• Knotweeds (TDC/NCC)	• Madeira vine (TDC/NCC)	• Red-eared slider turtles (TDC/NCC)
• Sabella (TDC/NCC/MPI)	• Saffron thistle (TDC/NCC)	• Taiwan cherry (TDC/NCC)
• Feral rabbits, Golden Bay (TDC)	• Boneseed, outside of Port Hills (TDC/NCC)	• Australian magpies Golden Bay (TDC)
• Blue passion flower (Occupier/TDC/NCC)	• Moth plant (TDC/NCC)	

**2025-2026 Objective**

At all known sites, remove these species at a rate that exceeds natural increase.

**2025-2026 Operational Overview**

Under the RPMP, occupiers are required to report sightings of any eradication pest to TDC as the management agency (via NCC in the Nelson region).

Where TDC/NCC are not the lead agency, they will assist with operations and rule enforcement where required and will provide information to all interested parties on identification of these pests, control measures, potential impact, and vectors.

DOC is the lead agency for the eradication of introduced pest fish species and *Spartina* to the Tasman and Nelson regions. The councils support this work through general surveillance and advocacy.

Kiwifruit Vine Health (KVH) lead the wilding kiwifruit control programme, with support from TDC and delivered largely by Project DeVine in Golden Bay.

**2025-2026 Targets****Outcome targets**

- New sites of pest fish species and *Spartina* are reported to DOC by TDC/NCC within 5 days of discovery.
- Sabella has its own 2025-2026 Operational Plan, which details the activities that TDC and NCC will undertake under the TOSMBP.
- All known populations of feral rabbits within Golden Bay are responded to within 5 days of discovery.
- All known incursions of Australian magpies in Golden Bay are responded to within 5 days.
- All other new sites are reported to TDC within 5 days of discovery.

**Delivery targets**

- TDC and NCC staff will record and report to DOC the point location of new pest fish infestations found. This year, DOC plans to explore the best ways to manage the risk posed by gambusia. This includes planned surveillance at sites outside their known range. This will provide valuable insights into the problem and help guide future management plans for this pest species
- TDC works with NCC, MDC, Greater Wellington and MPI under the Top of the South Marine Biosecurity Partnership (TOSMBP) to destroy any Sabella infestations as and when they are identified, and all known infestations of Sabella are treated by July 2026.
- DOC with support from TDC staff will undertake an annual survey of known *Spartina* locations sometime between the months of January to March and apply herbicide to all *Spartina* plants found.
- TDC/NCC will support Project DeVine on behalf of Kiwifruit Vine Health (KVH) to deliver a control programme for wilding kiwifruit, as requested by KVH.

- TDC will treat all known Asiatic Knotweed sites, assess damage from recent flood events and adjust the existing surveillance plan to manage how this will impact the project going forward.
- All known (new and active) sites for all other Eradication species, from 2024-2025 and earlier, will be visited prior to seasonal dispersal, to check compliance with the RPMP.
- All monitoring and at-risk sites for all other Eradication species to be visited (and treated if necessary) by July 2026.
- Occupiers of newly discovered sites are advised of their obligations under the RPMP within 10 days of discovery.

### Reporting

Activities undertaken by DOC, Project DeVine/KVH and the TOSMBP and NCC will be reported to TDC in time to be included as a summary to the RPMP Annual Report to both councils, where TDC as the Management Agency will report on progress against targets.

TDC will record the number of instances TDC/NCC have intervened using enforcement, including the number of Notices issued, and the outcome of the interventions.

This year TDC plans to begin a POAP to develop a pest database that allows the import of data from external sources such as contractors and partners, to improve on data analysis and reporting.

## 5. Progressive Containment Programme

Exclusion	Eradication	Progressive Containment	Sustained Control	Site-led
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Progressive containment pests have a limited distribution within the Tasman and Nelson regions but are unlikely to be eradicated due to biological characteristics. The goal is to contain and reduce the geographic distribution of named pests to specific areas over time. The pests on this list (and their lead management organisation) are:

• Bomarea (TDC/NCC)	• Chinese pennisetum (TDC/NCC)	• Nasella tussock (TDC/NCC)
• Purple loosestrife (TDC/NCC)	• Reed sweet grass (TDC/NCC)	• Variegated thistle (TDC/NCC)
• White-edged nightshade (TDC/NCC)	• Pest conifers (10 species) (TDC/NCC)	• Wilding conifers (2 species) (TDC/NCC)

### 2025-2026 Objective

For most of these pests, the objective within the Tasman and Nelson regions is to eliminate infestations outside the Progressive Containment Area and reduce infestations inside the Progressive Containment Area.

For pest conifers, the objective this year is to collect data through complaints on how big an issue these are in the Tasman Nelson region.

## 2025-2026 Operational Overview

Under the RPMP, occupiers outside the Progressive Containment Area are required to notify TDC (via NCC in the Nelson region) within 5 days of discovering the pest on their land, and then destroy the infestation within 30 days. Occupiers within the containment area must destroy infestations prior to flowering annually. TDC/NCC will undertake monitoring/surveillance for compliance with the rules in the RPMP and provide information to all interested parties on identification of the pest, control measures, potential impact, and vectors.

## 2025-2026 Targets

### Outcome targets

- TDC will respond to reports of new sites (delegated to NCC within the Nelson region) within 5 days of discovery.
- All known (new and active) sites outside the containment area from 2024-2025 and earlier will be treated (if necessary) prior to flowering.
- All monitoring sites and at-risk sites outside the containment area will be visited, and if necessary, compliance with the RPMP enforced.

### Service targets

- All Notices of Direction are assessed for compliance at expiry of the NOD period and appropriate enforcement action taken.
- A level of 100% occupier compliance with an agreed Approved Management Plan (where such plans are in place).
- Any occupier who agrees to manage pests under an Approved Management Plan, outside of the containment zone has a plan in place within 20 working days of the discovery of the pest on the land they occupy.

## Reporting

As the Management Agency for the RPMP, TDC will record the number of instances TDC/NCC has intervened, including the number of Notices of Direction issued, any action taken on default, and the outcome of the intervention. For compliance and active site monitoring, the location of infestation is recorded, and comment made on plant cover/density (where useful).

Activities undertaken by NCC will be reported to TDC in time to be included as a summary to the RPMP Annual Report to both councils, where TDC as the Management Agency will report on progress against targets.

## 6. Sustained Control Programme

Exclusion	Eradication	Progressive Containment	Sustained Control	Site-led
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Sustained control pests are abundant in many parts of the Tasman and Nelson regions. Some species are only controlled in certain parts of the region. The aim is to reduce their impacts and slow their

spread. Sustained control is a strategy for pests of low to moderate densities but of such wide geographical spread that they cannot feasibly be eradicated. Occupiers are responsible for control.

The pests in this grouping are:

• Black spot (TDC/NCC)	• European canker (TDC/NCC)	• Powdery mildew (TDC/NCC)
• Codling moth (TDC/NCC)	• Fireblight (TDC/NCC)	• Chocolate vine (TDC/NCC)
• Gunnera (TDC/NCC)	• Lagarosiphon (TDC/NCC)	• Queensland poplar (TDC/NCC)
• Yellow flag iris (TDC/NCC)	• Yellow jasmine (TDC/NCC)	Banana passion vine (Golden Bay Only) (TDC)
• Broom (Howard/St Arnaud only) (TDC)	• Climbing asparagus (Golden Bay only) (TDC)	• Gorse (Howard St Arnaud only) (TDC)
• Old man's beard (Golden Bay, Riwaka, Upper Buller only) (TDC)	• Wild ginger (Golden Bay – Kaiteriteri) (TDC)	• Woolly nightshade (Golden Bay) (TDC)
• Yellow bristle grass (Golden Bay and Upper Buller) (TDC)	• Pampas grass (TDC)	• Water celery/Vietnamese parsley (TDC/NCC)

### Boundary Control Pests

Boundary Control Pests fall under the Sustained Control category, but each species has a specific rule relating to boundary clearance only. The objective of the boundary control rule is to minimise negative impacts of boundary pests spreading from infested properties to properties clear, or being cleared, of that pest. Enforcement of these rules is triggered by complaints by affected properties. The list of boundary control pests and their control distance from a boundary is listed in Table 5 below.

In the TDC region, Officers must follow the *Boundary Control weed pests – steps to resolution* SOP : [Biosecurity Enforcement-Boundary control weed pests SOP](#)

Table 5: Boundary control pests

Pest	Distance from boundary
Blackberry	10 metres
Black Spot, Codling Moth, Powdery Mildew, European Canker, fireblight	500 metres from pipfruit orchard
Broom (outside Howard-St Arnaud)	10 metres
Giant Buttercup	5 metres
Gorse (outside Howard-St Arnaud)	10 metres
Nodding Thistle	20 metres

Ragwort	20 metres
Plantation Pines Over 1 Hectare	200 metres

Pipfruit pests: Occupiers of pipfruit orchards within 500m of another pipfruit orchard are required to control pipfruit pests. Neighbours (including commercial nurseries, private gardens, and other orchards) adjacent to pipfruit orchards that have trees that host any one of these pests shall allow the adjoining orchardist, or an agreed third party, access to control these pests to industry standards.

### **2025-2026 Objective**

Within the Tasman and Nelson regions, treat infestations to an extent that prevents the spread of this species on to land that is clear of this species.

### **2025-2026 Operational Overview**

TDC/NCC will provide information to all interested parties on identification of these pests, control measures, potential impact, and vectors. TDC/NCC will undertake compliance enforcement where it is necessary to achieve the objective.

TDC will work with roading authorities to control yellow bristle grass (Golden Bay and Upper Buller areas). This is primarily controlled by roading authorities and managed by cleaning mowers and other machinery to prevent the spread.

TDC will work in partnership with DOC and Project DeVine to facilitate control of banana passion vine (Golden Bay) and old man's beard (Golden Bay and Buller). Occupiers must destroy these species at a rate that exceeds natural increase in the listed sustained control areas.

For broom, TDC will facilitate occupiers to reduce infestations inside the Broom Sustained Control Area. Outside this area, TDC/NCC will facilitate occupiers to treat infestations of this species to an extent that prevents the spread of this species on to land that is clear of, or being cleared of this species.

### **2025-2026 Targets**

#### **Outcome targets**

- Occupiers understand their responsibility under the RPMP and have the knowledge to control the pest
- Any occupier who agrees to manage these pests under an agreed plan has a plan in place within timeframe agreed with biosecurity officer of the discovery of the pest(s) on the land they occupy.
- Road corridors inside the Yellow Bristle Grass Sustained Control Area that are known to harbour this pest are controlled
- There are fewer properties known to be affected by broom in 2025-2026 compared to 2023-24 inside the Broom Sustained Control Area, and/or the extent of broom on affected properties has reduced.

#### **Service targets**

- Occupiers are provided with information and control strategies when pests are identified on their property.
- Education of occupiers follows the Occupier Engagement Process.
- Agreed control plans with landowners are recorded in the database
- All Notices of Direction are assessed for compliance at expiry of the NOD period and appropriate enforcement action taken.
- Standard Operating Procedures with all relevant roading contractors are set up / reviewed, and contractor education is continued.

### Reporting

As the Management Agency for the RPMP, TDC will record the number of instances TDC and NCC have intervened, including the number of Notices of Direction issued, any action taken on default, and the outcome of the intervention.

Activities undertaken by NCC will be reported to TDC in time to be included as a summary to the RPMP Annual Report to both councils, where TDC as the Management Agency will report on progress against targets.

Monitoring and reporting of pip fruit pests are the responsibility of the pip fruit industry.

## 7. Site-led Pests

Exclusion	Eradication	Progressive Containment	Sustained Control	Site-led
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Site led programmes aim to protect sites of particular value from pest species that are not controlled in the remainder of the Tasman or Nelson regions.

### Abel Tasman National Park and Environs Site-led Pests

The Department of Conservation works in partnership with Project Janszoon and others to halt ecological decline resulting from weed and animal pest incursions into Abel Tasman National Park. The site-led programme encompasses the private land enclaves within the Park in and around Awaroa, Torrent Bay and Marahau, to prevent pest plants and cats from invading the Park, where they are either absent or are being currently controlled. The pests on this list are:

• Cotoneaster species	• European holly	• Rosemary grevillea
• Douglas fir (wildings only)	• Kūmarahou (or gumdigger's soap)	• Sycamore
• Feral and stray cats		

### St Arnaud Village Site-led Pests

The Department of Conservation, working in partnership with the community of St Arnaud village, are proactively protecting the natural environment of the village and adjoining conservation lands. The site-led pest plant programme encompasses private land adjacent to Lake Rotoiti, Big Bush Forest and along the State Highway 63 entrance to the village. The pests on this list are:

• Darwin's barberry	• Greater bindweed	• Russell lupin
• European holly	• Rowan	• Sycamore

An additional St Arnaud site-led feral and stray cat programme encompasses a similar area, but with extended coverage at both ends to include residential subdivisions.

### Waimea Estuary Site-led Pests

The Tasman Environmental Trust and the Waimea Inlet Forum, in partnership with the Department of Conservation and the councils, lead the undertaking of intensive pest control in the relatively undeveloped areas along the southern side of Waimea Estuary, to protect rare and threatened plants and animals and important populations of coastal wetland and migratory wading birds. The pests on this list are:

• Brushtail possums	• Ferrets	• Stoats
• Feral and stray cats	• Rat species	• Weasels

### Nelson City Site-Led Pests

This site-led pest animal programme applies to 28 named high value public sites around Nelson City. NCC wishes to step up feral and stray cat management at sites with important biodiversity values in the city and further promote responsible companion cat ownership overall. The ability to distinguish companion cats from feral and stray cats may rely over time on bylaws or national cat regulations (around compulsory microchipping) being implemented to support RPMP provisions (and vice versa). Desexing cats will also assist with their long-term management. The pests on this list are:

- Feral and stray cats

### 2025-2026 Operational Overview

Under the RPMP, occupiers are required to report sightings of these pests and destroy these pests on their property. The Department of Conservation and volunteer groups will continue to reduce infestations on conservation estate. TDC/NCC will undertake monitoring/surveillance for compliance with the rules in the RPMP and provide information to all interested parties on identification of these pests, control measures, potential impact, and vectors. TDC/NCC may assist occupiers to remove these species on a case-by-case basis (e.g. difficult to access areas where health and safety concerns are highlighted, or when combined control efforts are required between multiple occupiers).



**2025-2026 Targets**

- Any occupier who agrees to manage the pests under an Approved Management Plan, has a plan in place within 20 working days of the discovery of the pest(s) on the land they occupy.
- A level of 100% occupier compliance with an agreed Approved Management Plan (where such plans are in place).
- All Notices of Direction assessed for compliance at expiry of the NOD period and appropriate enforcement action taken.
- Education of landowners in Abel Tasman around handover of pest programme from Janszoon to landowner responsibility
- Education of feral cat site led programmes with DOC

**Reporting**

Monitoring and reporting for these pests is a joint agency role. Activities undertaken by DOC and NCC will be reported to TDC in time to be included as a summary to the RPMP Annual Report to both councils, where TDC as the Management Agency will report on progress against targets. As the Management Agency for the RPMP, TDC will record the number of instances TDC has intervened, including the number of Notices of Direction issued, any action taken on default, and the outcome of the intervention. For compliance and active site monitoring, the location of infestation is recorded and comment made on plant cover/density (where useful).

Tasman Environmental Trust and Waimea Inlet Forum are responsible for reporting to TDC the actions they take and progress against targets for the Waimea Estuary site.

**8. Other Pest Management Responses by TDC/NCC Biosecurity Officers**

In addition to and in support of implementing the RPMP, Tasman District Council and Nelson City Council undertake a variety of pest management related tasks under the overall umbrella of biosecurity. These activities include:

**Advocacy and Education:** To help occupiers control pests the councils provide practical advice and general education and awareness around impacts of pests and pathways (vectors) of pest spread. This activity includes contributing to research and cost sharing with other agencies and developing / promoting 'good practice' around control methods aimed at pest management contractors and occupiers who are required to act. The councils will promote the use of environmentally safe pest control techniques including alternatives to the use of herbicides and pesticides for control purposes. TDC/NCC will also provide general advice on RPMP rules and the Biosecurity Act on request. Members of the public can request the support and advice of biosecurity officers in anything related to biosecurity in the region. These are lodged as service requests and responded to as a matter of priority. This year TDC are trialling bookable education sessions for schools, to teach students about pests and their impacts on our native wildlife.

**Emerging Pests:** In addition to the general surveillance for pests that appear in the RPMP, TDC and NCC also undertakes surveillance for and research of new and potential future pests. This service ensures that new threats are investigated and assessed as information comes to hand. Investigations and analysis continually shape Council decisions and/or direction. If the infestation is considered a significant risk, actions will be taken to control or limit the spread of specific pest plants or animals.

**Biocontrols:** For many pests that are well-established in the Tasman and Nelson regions, biocontrol is one of the few remaining interventions that are cost effective. Biocontrol agents do not get rid of the pest entirely, but a good biocontrol will weaken the pest sufficiently to greatly reduce the harm that the pest causes to economic or environmental values. TDC and NCC provide funding to the National

Biocontrol Collective which operates a pooled resource from the councils around the country to fund research to seek out and test biological agents for invasive weeds. TDC and NCC also fund the strategic release of biocontrol agents as part of the Service Delivery for certain RPMP pests. This involves iwi engagement to aid understanding of the benefits of biocontrols in our region.

**National biosecurity leadership, coordination and strategy:** TDC and NCC participate in a variety of national biosecurity management groups, including the BioManagers Group (a collective of regional council biosecurity/biodiversity managers), the Biosecurity Working Group (regional council biosecurity technical managers and policy developers), the Biodiversity Working Group (regional council biodiversity technical manager and policy developers), and the meetings of the National Pest Plants Accord. This service allows councils to remain up-to-date with national trends and developments in pest management and biodiversity protection and policy. Staff are members of the New Zealand Biosecurity Institute, which focuses on supporting members to develop good biosecurity practices, networking nationally and sharing knowledge and experience across the industry. Staff also sit on the Freshwater Biosecurity Partnership Working Group, Marine Vessel Portal Working Group (for tracking vessels from infested ports), Hull Wrapping and Diver Education Group (marine biosecurity) and the HPAI Bird Flu Co-ordination Group.

**HPAI Bird Flu Co-ordination Group:** A key focus this year is planning for Highly Pathogenic Avian Influenza /bird flu. Councils now lead the regional level response, responsible for good communication to the public, co-ordination of any messaging and response effort, and managing clean-up efforts on council land. The co-ordination group includes local DOC, MPI, Health, industry, Fish and Game staff, as well as Council staff responsible for communications, waste management, reserves, consenting, compliance, and health and safety. The Tasman website will be kept updated [Update on avian bird flu threat to New Zealand](#).

A regional response plan will outline communications, key messages and make decisions in where we will focus clean-up efforts. This plan will be shared with key partners. There is a large unknown with HPAI and how it will impact specific species, but we do know it will not be able to be controlled and we will need to primarily manage the impact on people. Poultry owners (commercial and private), users of public parks and beaches, and people who work with wildlife will be those directly impacted and planning focusses on keeping these groups safe.

**Research and development:** In addition to the contribution to biocontrol research, TDC invests in improvement in understanding the organisms of interest and techniques to manage them. Research and development include applied research carried out as part of operational programmes (e.g. herbicide efficacy trials), staff training (e.g. attending / presenting at the NZ Biosecurity Institute National Educational and Training Seminar), and investment in the registration and approval of new herbicides.

**Tasman Biodiversity Strategy, Nelson Biodiversity Strategy and Kotahitanga mō te Taiao Strategy:** Implementation of the Tasman Biodiversity Strategy, Nelson Biodiversity Strategy and Kotahitanga mō te Taiao Strategy includes aligning and increasing pest control efforts to support biodiversity outcomes. Staff support aligned projects through sitting on Technical Advisory Groups and Steering Groups, as well as working alongside other agencies and Iwi to progress implementation planning and large-scale projects. For example, projects include North-West Nelson ungulate management, Wilding conifer control, and the KMTT restoring lowlands project.

**Assisting the community to control other organisms of interest:** The RPMP contains a long list of organisms that are of interest to the community due to their negative effects on biodiversity, aesthetic, recreational, and/or landscape values. TDC and NCC may provide advice and assistance to organised community groups (e.g. WeedBusters) undertaking control of these organisms as and when budget and time permit. TDC is giving effect to the Tasman Biodiversity Strategy to strategically address some of these organisms in some places for the protection of biodiversity. NCC is a partner of the

Nelson Biodiversity Strategy, which includes actions to address biosecurity threats to indigenous biodiversity in the Nelson region.

**Predator Free 2050:** TDC and NCC desire to make a meaningful contribution to national Predator Free 2050 vision to reduce the effects of introduced predators on native fauna and flora. To make a meaningful contribution requires projects of significant scale in areas of very high biodiversity importance. TDC currently support the Onetahua predator free programme through an admin grant. TDC also deliver the subsidised backyard trapping programme, providing discounted rat, stoat and possum traps to landowners. NCC supports community-led predator control through the Nelson Halo project, with the goal of protecting wildlife outside the Brook Waimarama Sanctuary.

**Support for other Council departments:** The biosecurity team support other parts of Council with biosecurity advice, resources, and ensuring the RPMP is followed within council. The TDC and NCC biosecurity staff work across Council to ensure appropriate weed control and biosecurity management is incorporated into Council projects, both as a landowner with responsibilities under the RPMP (e.g. Parks, Forestry, Property, Stormwater, Projects and Roding) and to ensure effective biosecurity practice when working with landowners, partners and the community.

**NPPA:** All pests listed in the National Pest Plant Accord (NPPA) are banned from sale, propagation, breeding, distribution and commercial display.

## 9. Glossary

**Active Sites / Active Site Monitoring:** Sites where the pests were present in the recent past and it expected that they remain due to propagules (e.g. long-lives seeds, or hard to kill corms or rhizomes) left in the soil.

**At-risk Sites / At-risk Site Monitoring:** Sites where, due to proximity to source infestations or habitat characteristics are the most likely places for new incursions.

**Authorised person** is a person who is appointed an authorised person under Section 103 of the Biosecurity Act.

**Approved Management Plan:** A document approved by an Authorised Person that identifies an agreed level of pest management that an occupier will undertake on the land that they occupy in order to comply with the provisions of the RPMP.

**Compliance monitoring:** Measurement of an infestation prior the serving of a Notice of Direction (NOD) to and occupier and re-measurement after the lapse period of the NOD to assess compliance with the rules of the RPMP.

**Monitoring Sites:** Sites where the pests were present in the recent past and it expected that that are not present, but there remains a risk of re-infestation due to the potential for propagules (e.g. long-lives seeds, or hard to kill corms or rhizomes) left in the soil.

**New Sites / New Sites Monitoring:** The first record of the existence of the sites (which then progress to “active sites”).

**Notice of Direction:** A formal directive issue by an Authorised Person, used to enforce compliance with the RPMP.

**Zero density** is a term used when there are no known live animals or plants remaining of the pest species of concern at the end of annual pest control operations in the area of concern. It is used when there is a risk of re-infestation e.g. from viable dormant seed. It has a status slightly lower than eradication and recognises potential imperfections in surveillance, monitoring and detection.

**7.8 TEMPORARY ROAD CLOSURE****Decision Required**

<b>Report To:</b>	Tasman District Council
<b>Meeting Date:</b>	13 November 2025
<b>Report Author:</b>	Tania Brown, Road Network Coordinator
<b>Report Authorisers:</b>	Jamie McPherson, Transportation Manager
<b>Report Number:</b>	RCN25-11-8

**1. Purpose of the Report / Te Take mō te Pūrongo**

- 1.1 This report seeks the Council's approval for temporary road closure for an upcoming local event.

**2. Summary / Te Tuhinga Whakarāpoto**

- 2.1 The proposed temporary road closures are for the following event:
- 2.1.1 Nelson Marlborough Traffic Management - Tākaka Christmas Parade, Junction Street and Reilly Street, Saturday 13 December 2025, 9.30am–11.00am.

**3. Recommendation/s / Ngā Tūtohunga**

**That the Tasman District Council**

- receives the Temporary Road Closure RCN25-11-8; and**
- approves temporary road closures for the Tākaka Christmas Parade, on Junction Street and Reilly Street, on Saturday 13 December 2025 from 9.30am-11.00am;**

**4. Background / Horopaki**

- 4.1 As specified in the Local Government Act 1974 section 342 and schedule 10, temporary road closures for events can only be approved by the Council or a delegated Committee of the Council.

**Tākaka Christmas Parade**

- 4.2 Nelson Marlborough Traffic Management propose to close Junction Street and Reilly Street, Tākaka on Saturday 13th December 2025, 9.30am-11.00am.
- 4.3 Note that the organisers are also applying for State Highway 60 closure for Commercial Street through the New Zealand Transport Agency.
- 4.4 The proposed closure was advertised in Newsline on 17 October 2025, and no objections were received at the time of writing of this report.
- 4.5 A road closure will be in place and fully managed by a qualified Traffic Management Company.

- 4.6 A Traffic Management Plan will be submitted by the applicant and reviewed for approval by the Council's Road Corridor Manager.
- 4.7 The New Zealand Police and the New Zealand Transport Agency have been advised of the proposed closure and have no objections.
- 4.8 Staff recommend that this temporary road closure is approved.

## **5. Options / Kōwhiringa**

- 5.1 The Council has two options to consider as outlined in the following table:

<b>Option</b>		<b>Advantage</b>	<b>Disadvantage</b>
1.	Approve the proposed temporary road closures described in this report (recommended).	The Christmas Parade can proceed safely as planned.	Some business owners, residents and road users may be temporarily inconvenienced.
2.	Decline the proposed temporary road closure described in this report	No effects on road users or residents.	The Christmas Parade would not be able to proceed

### **5.2 Option one – Approve the proposed temporary road closure is recommended.**

## **6. Legal / Ngā ture**

- 6.1 It is a requirement that temporary road closures for certain types of events made under Schedule 10 Clause 11(e) of the Local Government Act 1974 are presented to the Council for approval. Approval for temporary closures for certain events cannot be delegated to Council staff.
- 6.2 As per clause 11 of Schedule 10 of the Local Government Act 1974, consultation with the Police and New Zealand Transport Agency has been undertaken for the proposed temporary road closure for the proposed event.
- 6.3 As per clause 11(e) of Schedule 10 of the Local Government Act 1974, the road closures will not exceed the aggregate of 31 days for any year.
- 6.4 As per clause 11A of Schedule 10 of the Local Government Act 1974, and clause 5 of the Transport (Vehicular Traffic Road Closure) Regulations 1965, Council staff will advertise the temporary road closures in Newsline and on the Council's website if the closures are approved.

## **7. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui**

- 7.1 The following table describes the level of significance of the decision. Overall, the significance is considered low as the effects of the closure is minor, although the event has a high level of interest and attendance from the community.

	Issue	Level of Significance	Explanation of Assessment
1.	Is there a high level of public interest, or is decision likely to be controversial?	Moderate	The Christmas Parade is a well-attended and part of a loved tradition that is well supported and attended by community.
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	Moderate	As above
3.	Is there a significant impact arising from duration of the effects from the decision?	Low	The Christmas Parade is short in duration and will have no lasting effects on the roading network.
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	Low	The Council's roading network is considered a strategic asset but this decision only relates to the temporary closures of small sections of the network for a short duration.
5.	Does the decision create a substantial change in the level of service provided by Council?	No	
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to freshwater or particular consideration of current legislation relating to water supply, wastewater and stormwater infrastructure and services?	No	

**8. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi**

- 8.1 People driving to attend the Christmas Parade event will create emissions, although this is minor in scale and many of these drivers may have already planned trips into Takaka anyway.

**9. Conclusion / Kupu Whakatepe**

- 9.1 The Christmas Parade is a positive and well-loved community event with good attendance by the community.
- 9.2 Temporary road closure for this event requires the Council's approval.
- 9.3 Staff recommend that the Council approve the temporary road closure in accordance with the Local Government Act 1974 section 374 and Schedule 10.

**10. Next Steps and Timeline / Ngā Mahi Whai Ake**

- 10.1 If the Council approves the temporary road closure:
- 10.1.1 Staff will advertise the closure in Newline, on Antenno and on the Council's website.
  - 10.1.2 The applicant will submit a Traffic Management Plan to the Council's Road Corridor Manager for approval at least one month before the event.
  - 10.1.3 Staff will inform emergency services of the road closure details.

**11. Attachments / Tuhinga tāpiri**

Nil