



Ministry for the
Environment
Manatū Mō Te Taiao

Contaminated Sites Remediation Fund

Application form for project funding

Funding Round:

Financial year: 2024-2025

Council name: Nelson City Council

Project name: Tāhunanui Back Beach – Contaminated Sawdust

Phase/s: Phase 4

Important: Information presented to the Minister for the Environment or the Ministry for the Environment is subject to disclosure under the Official Information Act 1982 (OIA). Certain information may be withheld in accordance with the grounds for withholding information under the OIA. Further information on the OIA is available at www.ombudsmen.parliament.nz.

Information held by the Minister and Ministry may have to be released under the OIA in response to a request from a member of the public (or any other body) for that information. If you wish to provide sensitive information to the Minister or Ministry that you do not want released, it is recommended you consult with the Ministry as to whether the information is necessary for the application, and whether there may be grounds in the OIA for withholding the information. For instance, if release of the information would disclose a trade secret, or be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information, then there may be grounds to withhold the information. The Ministry will endeavour to contact you to discuss an OIA request relating to your application if one is received, and what the implications of releasing your information are.

The grounds for withholding must always be balanced against consideration of public interest that may justify release. Although the Ministry does not give any guarantees as to whether information can be withheld under the OIA, it may be helpful to discuss OIA issues with the Ministry in advance, if information provided with an application is sensitive.

Introduction

This application form is for funding proposals to the Ministry for the Environment's Contaminated Sites Remediation Fund (CSRF).

It is important to complete all fields in this application form. If the application is successful, the information you have provided will be used in the development of the funding deed.

It is preferable to complete this application form electronically, and submit it by email. Move between fields by using the mouse, or pressing the ↑ and ↓ keys on your keyboard. You may cut and paste from other documents for questions that allow for longer responses (more than 50 words). Note that some of the funding calculations will automatically be done for you.

If you need help to complete the application form, refer to the guide in the first instance. For any further information, email CSRFAapplication@mfe.govt.nz, or phone 0800 499 700. If you need an additional copy of the application form and guide, phone or email the Ministry and we will send you a copy.

Please read the *Contaminated Sites Remediation Fund Guide for applicants for project funding* (the guide) before completing this application form.

When your application is complete

The deadline for completed application forms to be received by the Ministry is the last working day of March or September, depending on the funding round. We encourage you to submit your completed application form well ahead of the deadline, as we are unable to accept late applications. We are also unable to assess incomplete applications, so it is important you provide all the required information.

All applications must be completed using this application form.

Email your completed application form and supporting documentation to CSRFAapplication@mfe.govt.nz (with 'CSRF application' in the subject line) or post it to:

Contaminated Sites Remediation Fund
Ministry for the Environment
PO Box 10362
Wellington 6143

See page 17 of the guide for information about this section.

Organisation details	
Regional council/unitary authority's legal name	Nelson City Council
Trading name (if different)	
Physical address <i>include post code</i>	110 Trafalgar Street
Postal address <i>include post code</i>	PO Box 645 Nelson 7040
Telephone	03 546 0200 <i>landline</i> <i>fax</i>
Website address	www.nelson.govt.nz

Back-up contact name	Hannah Curwood		
Position	Manager Parks and Facilities		
Email address	hannah.curwood@ncc.govt.nz		
Telephone	03 545 8742 <i>work</i>	9(2)(a)	<i>mobile Fax</i>

Contact person details	
Principal contact name	Ajith Rajmohan
Position	Senior Project Manager
Email address	Ajith.rajmohan@ncc.govt.nz
Telephone	03 2656995 <i>work</i> <i>mobile Fax</i>

SECTION 2: Landowner/occupier details

Landowner's/occupier's legal name <i>one name only</i>	Nelson City Council	
Trading name (if different)	-	
Principal contact name	Nigel Philpott	
Relationship to site	<input checked="" type="checkbox"/> Other – CE Nelson City Council	
Physical address <i>include post code</i>	Civic House, 110 Trafalgar St, Nelson, 7010	
Postal address <i>if different from physical address include post code</i>	PO Box 645 Nelson, 7040	
Email address	enquiry@ncc.govt.nz	
Telephone	03 546 0200	
	<i>work</i>	
Website address	www.nelson.govt.nz	

<p>1. What are the details of your project?</p> <p><i>You will need to supply further details about requested funding in Section 7 of this application form.</i></p> <p><i>See page 19 of the guide for information on how to complete this question.</i></p>	
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Project name <i>maximum eight words</i>	Tāhunanui Back Beach – Contaminated Sawdust Project	
Project phase(s) included in this application <i>tick as many as applicable</i>	<input type="checkbox"/> Site investigation <input type="checkbox"/> Remediation planning <input type="checkbox"/> (phase two) (phase three)	Site remediation (phase four)
Project purpose <i>maximum 40 words</i>	Excavation and removal of the contaminated sawdust and some underlying contaminated sand to a licenced landfill (York Valley Landfill). Reinstatement of low dunes.	
Over how many financial years are you seeking funding?	One year	
What is the total anticipated cost for the project phase(s) covered by this application?	\$4,967,726	

2 What objectives have been set for your project, and how do you intend to achieve them?

Specify the 'SMART' objectives for your project and provide detail about the types of activity that will be undertaken to meet the objectives. How will you measure their effectiveness of the activities using key performance indicators (KPIs)?

Ensure that a cost benefit analysis is submitted with your application (if one has been undertaken).

See page 20 of the guide for information on how to complete this question (maximum 100 words per row).

*Press the **Tab** key on your keyboard to add more rows to the table, if required.*

Objective	Activity	KPI
Removal of contaminated sawdust to prevent further discharge into the marine environment.	Excavate sawdust and dispose at licenced landfill (York Valley Landfill)	Visual confirmation by SQEP that sawdust has been removed, validated by potholing as necessary.
Removal of contaminated sand beneath sawdust to prevent further discharge into marine environment	Excavate underlying sand to a modelled depth based on detailed investigation data and achieving remediation target of <20mg/kg As in remaining sand across site. Disposal to licenced landfill (York Valley Landfill)	Topographical survey to confirm cut, in-field screening using calibrated XRF to confirm remediation target met. Preparation of RAP to document that remediation objective has been achieved, in accordance with CLMG#1.

Reinstatement of low dune	Grade post remediation site surface (including importation of additional beach sand, as necessary) to tie in with adjacent dunes. Planting of native species to encourage dune development and provide ecological enhancement.	Visual and ecological enhancement of post remediation site area, whilst avoiding need for containment structures and long term maintenance.
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3 What are the expected benefits of the project?

Complete the table below. Ensure that all benefits are 'SMART' (maximum 40 words per cell).

See pages 21 and 22 of the guide for further information and examples.

Press the **Tab** key on your keyboard to add more rows to the table, if required.

Type of benefit <i>Economic, social, environmental, cultural or other type of benefit</i>	Description <i>Provide a brief, clear description of the benefit</i>
Economic	<ul style="list-style-type: none"> Removing the contaminated materials would avoid the need for expensive containment structures which would require monitoring and maintenance in perpetuity. Protect the value that Tāhunanui beach has for the local population and as a tourist attraction.
Social	<ul style="list-style-type: none"> Remove the ongoing risk to human health. Maintain access to a safe uncontaminated beach for residents and visitors to the region.
Environmental	<ul style="list-style-type: none"> Preventing further discharge of contaminated material into the environment, specifically the marine environment. Preventing further exposure of the environment to the contaminants by way of exposure, leaching and residual contamination. Reinstatement of a low dune will provide habitat for coastal species. Improved environmental values.
Cultural	<ul style="list-style-type: none"> Better access is provided to a range of groups once remedial and reinstatement works have been completed.

4 What is the scope of the project?

Provide information about what the project will do (in scope) and won't do (out of scope).

See page 22 of the guide for information on how to complete this question (maximum 300 words).

Press the **Tab** key on your keyboard to add more rows to the table, if required.

In scope	Out of scope
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Excavation and relocation of contaminated material from the beach to a licenced landfill.	Construction of gravel car park will be Council funded.
Reinstatement of low dunes and planting with native species	

5 Are there any links to, or dependencies on, other projects?

Provide information about the links and dependencies that exist between this project and any other project or programme that may affect the delivery of this project (maximum 150 words per row).

See page 22 and 23 of the guide for information on how to complete this question.

*Press the **Tab** key on your keyboard to add more rows to the table, if required.*

Link or dependency	How this will be managed	Person responsible for monitoring
No links to other project.		

6 How will you schedule your project?

Ensure that a high-level project schedule for the phase(s) covered in this project is submitted with your application. (A Gantt chart is recommended for large projects). The project schedule should provide the following information:

- start and end dates of the project
- delivery date for each milestone

See page 23 of the guide for information on how to complete this question.

Description	Start date	End date
Project start		
Milestone 1: Procurement of main contractor	10-06-2024	09-08-2024
Milestone 2: Removal of contaminated material and Reinstatement of low dunes (start time is subject to weather conditions)	1-09-2024	30-11-2024

7 How will you evaluate your project?

How will you know your project is successful?

Describe how the effectiveness of your project will be monitored, evaluated and reported, based on the KPIs and answers you provided in question two (maximum 300 words).

See page 24 of the guide for information on how to complete this question.

The principal assessment criteria is that the remedial objective and reinstatement of the site have been completed in an efficient manner, within the indicative project timescale. This is critical to avoid ongoing expenditure on interim protection, and to reduce the risk of further contaminant discharges.

This will require:

- Optimising the removal of contaminated sand. A considerable amount of work has already been undertaken to model anticipated sand excavation depths to achieve the remedial criteria. Effective implementation of the RAP will assist in making this process efficient to avoid under/over excavation.
- Close liaison and communication between the project team members remediation contractor, project ecologist, project SQEP, NCC) to ensure that the remediation programme adequately considers ecological requirements (including lizard management), so as to avoid project delays.

The outcome of the remediation project will be documented in a Site validation Report (SVR), prepared by the project SQEP in accordance with CLMG#1.

SECTION 4: Site information

8 What are the details of the site?

See page 25 of the guide for information on how to complete this question.

Site address	Back Beach Road, Tāhunanui, Nelson.
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Legal description(s) of site	Fee Simple, 1/1, Lot 1 Deposited Plan 7075, 772,950 m2 Fee Simple, 1/1, Lot 2, 4, 6-7 Deposited Plan 7075, 152,137
Description of site location and setting	The site is located to the western edge of Tāhunanui Beach and is accessed from Back Beach Road. The site is bordered to the north by the foreshore. The estimated extent of contamination is 3,500m ² , the volume of contaminated material is estimated as 5,900m ³ .
Current use of site <i>include how water and land on the site are used</i>	The site comprises a public car park area and adjacent grassed/vegetated former dunes.
When did the current landowner/occupier purchase the site?	The site is owned by NCC, with titles issued in 1967.

9 Is the site in an area that has cultural significance or natural, ecological, scientific or recreational value? Yes No

*If yes, provide details below (maximum 200 words).
See page 25 of the guide for examples.*

The site borders Tāhunanui Beach which is an extremely popular recreational area, an area of ecological importance and one of the main tourist attractions in the Nelson Tasman region

10 What is the contamination history of the site?

*Complete the table below.
Ensure that the phase one desktop study (undertaken by the council) is submitted with your application as supporting documentation.
See page 26 of the guide for examples.*

Contamination history	
Which contaminants are present/ suspected to be present? <i>provide a general description</i>	Contamination is associated with the presence of treated sawdust and wood. Copper, Chromium, Arsenic and Boron (CCAB). Dioxins have also been detected within the material, likely associated with the use of PCP wood preservative (though noting that PCP has not been detected to date). Concentrations of arsenic, copper and dioxins have been detected above recreational land use standards and/or environmental guideline values.

<p>When did contamination of the site occur? <i>provide accurate dates</i></p>	<p>The treated sawdust/wood is believed to have been placed in the 1950/60s to facilitate the reclamation of the area. Coastal erosion has exposed the northern edge of the sawdust/wood area and ongoing erosion is anticipated.</p>
<p>Potential risk to human health <i>provide details</i></p>	<p>The sand and sawdust contain contaminant concentrations above Tier I recreational land use standards. Further risk assessment completed by T+T indicates that significant risk to human health from exposure to the sawdust (and to a lesser degree the underlying sand) would only occur in extreme circumstances – for example from a small child eating a clump of sawdust, the potential for which is limited whilst the material is contained.</p> <p>Nevertheless, highly elevated concentrations of contaminants are present in the sawdust and underlying sand and this represents a significant negative perception issue for the public. In addition, ongoing containment of the sawdust restrict public access in this area of the beach and is visually unappealing.</p>
<p>Potential risk to environment <i>provide details</i></p>	<p>The sawdust and to a lesser extent underlying sand contain contaminants with ecotoxic potential, as well as a bioaccumulation risk. Dispersal of the sawdust on the beach with erosion events increases the risk of beach and marine receptors being exposed to acute and/or chronic levels of contaminants that could cause adverse impacts on ecological health.</p>
<p>What activities caused the contamination?</p>	<p>The placement of treated sawdust/wood in the 1950s/60s , exacerbated by more recent coastal erosion of the northern edge of the area in which the sawdust/wood was placed.</p>
<p>Are these activities ongoing? <i>if yes, are they subject to any controls (eg, discharge consent)?</i></p>	<p>The placement of the sawdust/wood ceased in the 1960s, but coastal erosion, and therefore discharge of sawdust/wood onto the beach, is ongoing, and likely to increase due to the effects of climate change related sea level rise and the natural migration of the Waimea Channel.</p>
<p>Has any action been undertaken to investigate or remediate the site? <i>if yes, provide details</i></p>	<p>Preliminary contamination investigations have been undertaken by Envirolink Ltd on behalf of NCC (June 2023, July 2023). These investigations confirmed the presence of CCAB and dioxin, and identified the potential extent of remaining sawdust/wood. Tonkin and Taylor consultants have conducted further investigations between September 2023 and April 2024 and have prepare an assessment of remedial options report (ARO) to remediate the contaminated material.</p> <p>In September 2023, NCC constructed a sand buttress on the exposed face of the sawdust to provide temporary protection. This has been replenished several times since due to tidal/wave effects.</p>

11 What is the proposed use of the site following remediation?

Provide information about the proposed use of the site following remediation (maximum 200 words).

See page 26 of the guide for an example.

Recreational use for as long as coastal erosion and safe access permits.

12 Will all (or part) of the site be sold following remediation?

If yes, provide details (maximum 200 words).

See page 26 of the guide for further information.

Yes

No

Unknown

SECTION 5: Site risk screening

Use the information from your risk screening report (undertaken during phase one) to complete this section. Include any other relevant information.

Submit the risk screening report as supporting documentation with this application.

13 Have Hazardous Activity and Industry List (HAIL) activities been undertaken Yes No
on the site?

If yes, provide any known information about the activities, including the names of companies, details of processes undertaken, and records of spills/incidents.

See page 27 of the guide for information on how to complete this question.

Press the **Tab** key on your keyboard to add more rows to the table, if required.

HAIL activities	Dates	
	Start	End
G5 Waste disposal to land	1950s	1960s

<p>14 What are the site's hazard and pathway components?</p> <p><i>Complete the following table using the information available to you at the time of application.</i></p> <p><i>See page 27 of the guide for further information.</i></p>		
Hazard	Components <i>provide the information used to derive the components</i>	Affected receptor
Names of chemicals of concern	CCAB, PCP, dioxins	<input checked="" type="checkbox"/> surface water <input type="checkbox"/> groundwater <input checked="" type="checkbox"/> direct contact exposure
Toxicity of chemicals of concern	<p>Concentrations of contaminants present above ecological and human health guideline values.</p> <p>Metals and dioxins can bioaccumulate.</p>	<input checked="" type="checkbox"/> surface water <input type="checkbox"/> groundwater <input checked="" type="checkbox"/> direct contact exposure
Volume of chemicals on the site, or the volume of land affected	Approximately 6,000m ³ of contaminated sawdust and approximately 1,600m ³ of contaminated sand.	<input checked="" type="checkbox"/> surface water <input type="checkbox"/> groundwater <input checked="" type="checkbox"/> direct contact exposure
Mobility of chemicals of concern	<p>If erosion occurs, the contaminants of concern can be easily dispersed/mobilised by physical wave/tidal action due to the small particle size of the sawdust and contaminated beach sand.</p> <p>Although the timber treatment chemicals with the sawdust would normally be expected to fixed within the sawdust, T+T investigations indicate that considerable leaching has occurred into underlying sand. Organic contaminants (dioxin, PCP) in the sawdust have not been shown to leach.</p>	<input checked="" type="checkbox"/> surface water <input type="checkbox"/> groundwater <input checked="" type="checkbox"/> direct contact exposure

Pathway	Components <i>provide the information used to derive the components</i>	
Containment of chemicals/ contamination	Contaminated material is exposed along a slope on the northern edge due to coastal erosion. Ongoing erosion at the slope's toe will continue to result in material collapse onto the beach.	
Thickness and nature of low permeability layer	Zero to 50mm (where existing asphalt car park surface is present)	
Soil type (permeability)	Topsoil or marine sand, permeability likely to be high.	
Distance to user	Immediate to beach and along top edge of slope adjacent to car park.	
Depth to hazard	Immediate in area of slope, approximately 0.2m-0.4m vertically in car park and adjacent grass area.	
Type of aquifer present	Given the proximity of the coastal marine area, it is unlikely that shallow groundwater use occurs within the vicinity of the site.	
Direct/sediment runoff and flood potential	Current conditions allow the direct discharge of solid waste onto the beach as the northern edge of the material erodes. The potential/severity of erosion increases during storm events.	

Contaminated Sites Remediation Fund

SECTION 6: Partnerships

<p>15. Has appropriate due diligence been completed on the current landowner/occupier?</p> <p><i>If yes, please attach evidence to this application.</i></p> <p><i>See page 28 of the guide for further information.</i></p>	<p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>	
<p>Nelson City Council is the landowner.</p>		

<p>16. Is the current landowner/occupier willing to contribute financially to the remediation?</p> <p><i>If yes, provide further information below. If no, provide the reasons why (maximum 100 words).</i></p> <p><i>See page 28 of the guide for further information.</i></p>	<p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>	
<p>Yes – Staff assistance in kind.</p>		

<p>17. Is the current landowner/occupier willing to support the remediation in other ways?</p> <p><i>If yes, provide further information below. If no, provide the reasons why (maximum 100 words).</i></p> <p><i>See page 28 of the guide for further information.</i></p>	<p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>	
<p>In kind time.</p>		

<p>18 Which individuals/partner organisations will be involved in the project?</p> <p><i>What do your partner organisations bring to the project? Complete the table below (maximum 40 words per row).</i></p> <p><i>If your application is successful we may contact the person to discuss the project.</i></p> <p><i>See page 28 of the guide for information on how to complete this question.</i></p> <p><i>Press the Tab key on your keyboard to add more rows to the table, if required.</i></p>				
Name of individual/organisation	Details of involvement	Contact person	Position	Phone number and email
Not Applicable				

19 Who are the project’s stakeholders?

Complete the table below (maximum 40 words per row).

See page 28 and 29 of the guide for information on how to complete this question.

Press the **Tab** key on your keyboard to add more rows to the table, if required.

Stakeholders <i>List the stakeholders that are included in this project</i>	Details <i>Give a brief description about their involvement and how your project will support and strengthen the partnerships between the stakeholders</i>
Nelson-Marlborough District Health Board	Potential impact of contaminated land on public health and safety, we will keep them involved and informed throughout the project
Iwi	Iwi will have specific interests and concerns that reflect their cultural and environmental values. Engage with Iwi early in the process to ensure meaningful consultation, and work collaboratively to address their concerns and interests.
Residents	It is anticipated that residents will take an intense interest in this project.
NCC Science & Environment	May have an interest in conducting water and shellfish testing surrounding the site.
NCC Climate Change	The Climate Change team is working on the Tahunanui channel ingress, and it is considered a possibility that removing the entirety of the contaminated material without replacing it would have an impact on the ingress of the channel.
Ministry for the Environment	High interest. We are meeting to discuss funding from central government.
Environmental interest groups	Likely multiple interested parties such as Friends of Nelson Haven, Waimea Inlet Forum, Nelson Environmental Centre, Fish & Game NZ.
Tāhunanui Business Association	Interest in ensuring the area can be used and limited impact on businesses in the area

Contaminated Sites Remediation Fund

SECTION 7: Milestones and funding

See pages 30 to 38 of the guide for important, step-by-step information on how to complete this section, including how the financial component of the funding is broken down, and how voluntary donations of time and expertise towards your project (in-kind contributions) are assessed.

20. What are the milestones for phase two of your project (site investigation)?

Only complete this question if phase two is included in this application.

*Clearly outline **up to a maximum of six** milestones for phase two, including the tasks that make up each milestone (maximum 100 words per milestone).*

Provide the total estimated cash cost for each milestone (exclusive of GST).

Do not include in-kind contributions as this is covered at question 22.

See pages 30 to 34 of the guide for information on how to complete this question.

Milestone	Description	Estimated timeframe	Total estimated cost (A) <i>excluding GST</i>
1	Not applicable		\$
2			\$
3			\$
4			\$
5			\$
6			\$
Estimated total cash cost for phase two (A)			\$ 0

21 What are the milestones for phase three of your project (remediation planning)?

Only complete this question if phase three is included in this application.

*Clearly outline **up to a maximum of six** milestones for phase three, including the tasks that make up each milestone (maximum 100 words per milestone).*

Provide the total estimated cash cost for each milestone (exclusive of GST).

Do not include in-kind contributions as this is covered at question 22.

See page 35 of the guide for information on how to complete this question.

Milestone	Description	Estimated timeframe	Total estimated cost (A) <i>excluding GST</i>
1	Not Applicable		\$
2			\$
3			\$
4			\$
5			\$
6			\$
Estimated total cash cost for phase three (A)			\$ 0

22 What are the milestones for phase four of your project (site remediation)?

Only complete this question if phase four is included in this application.

*Clearly outline **up to a maximum of six** milestones for phase four, including the tasks that make up each milestone (maximum 100 words per milestone).*

Provide the total estimated cash cost for each milestone (exclusive of GST).

Do not include in-kind contributions as this is covered at question 22.

See page 35 of the guide for examples.

Milestone	Description	Estimated timeframe	Total estimated cost (A) <i>excluding GST</i>
1	Milestone 1- Contractor procurement	10/06/24 – 9/09/24	\$30,000

2	Milestone 2: Removal of contaminated material and Reinstatement of low dune (start time is subject to weather conditions)	1/09/24-30/11/24	\$4,937,726
3			\$
4			\$
5			\$
6			\$
Estimated total cash cost for phase four (A)			\$4,967,726

23 Have you secured funding from other external sources (including partners)?

Yes No

If yes, complete the table below. All amounts should be cash only and exclusive of GST. Please attach to this application any documentation that provides evidence of the funding secured from external sources. If your application is successful, we may contact the nominated person to discuss the status of the funding. In-kind contributions may not be included.

See page 36 of the guide for information on how to complete this question.

Other external funding sources

Individual/ organisation name	Contact name and phone number	Status of offer	Expected date for funding	Amount phase two (C) <i>excluding GST</i>	Amount phase three (C) <i>excluding GST</i>	Amount phase four (C) <i>excluding GST</i>
		<input type="checkbox"/> Pending <input type="checkbox"/> Confirmed		\$	\$	\$
		<input type="checkbox"/> Pending <input type="checkbox"/> Confirmed		\$	\$	\$
		<input type="checkbox"/> Pending <input type="checkbox"/> Confirmed		\$	\$	\$
<i>If you have secured further funding from more than three individuals/organisation(s), provide the amount in the Amount column to the right. Provide information about the individual's/organisation's name, contact details, status of offer and dates in a separate Word document (or piece of paper, if you are not completing this application electronically), and submit this as supporting information with your application.</i>				\$	\$	\$
Total other external funding sources (C)				\$ 0	\$ 0	\$ 0

If you have not attempted to secure funding from other external sources, provide the reasons why below. Include any other relevant information (maximum 100 words).

24 Provide detailed information about the estimated in-kind contributions your project will receive.

Provide information about the estimated in-kind contributions that your project will receive, including the estimated amounts (maximum 100 words per row).

Note that in-kind contributions are separate from the cash costs of the project.

See pages 36 and 37 of the guide for information on how to complete this question.

In-kind contributions summary

	Description	Phase two total estimated in-kind contribution (F) <i>excluding GST</i>	Phase three total estimated in-kind contribution (F) <i>excluding GST</i>	Phase four total estimated in-kind contribution (F) <i>excluding GST</i>
<p>Professional services and goods</p> <p><i>Calculate professional services using the actual hourly rate This includes council staff time</i></p>	<p>Council Project Manager - @59.43 per hour X 240 hours = \$14,263.20</p> <p>Council Project Executive - @166.78 per hour X 48 hours = \$8005.44</p> <p>Council Asset Manager - @97.00 per hour x 48 hours = \$4656.00</p> <p>Council Senior User - @70.80 per hour x 48 hours = \$3398.40</p> <p>Council Project Support - @42.21 per hour x 48 hours = \$2026.08</p>	\$	\$	\$ 22,268.6

<p>Use/donation of equipment</p> <p><i>Calculate equipment and other charges using the actual hourly rate</i></p>		\$	\$	\$
<p>Facilities provided</p>		\$	\$	\$
<p>Community volunteers</p> <p><i>Calculate at a rate of \$30 per hour</i></p>		\$	\$	\$
Total in-kind contributions (F)		\$ 0	\$ 0	\$ 22,268.60

25 How much are you requesting from the CSRF, and how much have you obtained from other sources?

Complete rows B and D. Your answers from questions 18 – 22 will automatically populate rows A, C, E and F. All costs should be exclusive of GST.

See page 38 of the guide for information on how to complete this question, and about what the funding does not cover.

Funding summary

	Phase two	Phase three	Phase four
Estimated cash costs for project (A) <i>Cash costs (including contingencies) associated with the project only. Do not include in-kind contribution costs</i>	\$ 0	\$ 0	\$ 4,967,726
Your cash contribution to the project (B) <i>The amount your council is contributing to the project</i>	\$	\$	\$ 0
Other external cash funding sources, including partners (C) <i>Totals for any other funding you have secured</i>	\$ 0	\$ 0	\$ 0
Funding sought from CSRF (D)	\$	\$	\$ 4,967,726
CSRF share of costs (E) <i>Funding sought from CSRF (D) x 100 and divided by estimated project cost (A)</i>	%	%	100 %
In-kind contributions (F) <i>Totals for any in-kind contributions you have secured</i>	\$ 0	\$ 0	\$ 0

The totals from the table above will automatically populate rows G and H. Ensure that you have clicked out of the table for the totals to calculate. All totals are exclusive of GST.

	Phase two	Phase three	Phase four
Estimated total costs for project (G) <i>G = A + F</i>	\$ 0	\$ 0	\$ 4,967,726

Estimated overall costs for project (H)			
<i>This total is a sum of all project phases in the row above</i>	0	0	\$ 4,967,726

SECTION 8: Project management

26. What project governance is planned for the project?

Describe the project governance that is planned for the project, to ensure that decisions are made consistently and robustly, money is spent responsibly, and risk is managed effectively (maximum 250 words).

See page 39 of the guide for information on how to complete this question.

At the forefront of the project's leadership is the Project Executive, who is responsible for orchestrating the project's execution. As the representative of the Nelson City Council, the Project Executive oversees crucial aspects such as maintaining transparent communication channels, managing stakeholders, and monitoring progress. They ensure that the project's outcomes align with the council's overarching goals.

The Project Manager plays a crucial role in the project's day-to-day management. They are responsible for coordinating activities, allocating resources, and overseeing the project's progress, ensuring alignment with the council's broader objectives.

The Senior User represents the interests and needs of end-users and stakeholders, ensuring their perspectives are integrated into project decisions. Project Support provides essential administrative assistance, coordinating meetings, managing documentation, and facilitating communication within the project team.

The Asset Managers play a critical role in safeguarding community interests. They assess the project's benefits and values, focusing on aligning with the diverse needs of residents and stakeholders associated with the area. Through collaboration with the project team, the Asset Managers ensure that project decisions consider environmental impacts and enhance community welfare.

These roles form a cohesive governance structure. The Project Executive sets the strategic direction, the Project Manager ensures daily progress, the Asset Managers champion community well-being, and the Senior User and Project Support contribute to administrative efficiency. Together, this coordinated effort maintains the project's commitment to rigorous decision-making, financial stewardship, and risk management. As a result, the project is well-positioned to address the challenges posed by contamination and its effects on the environment.

27 What are the proposed roles and responsibilities within the structure of your project?

Complete the table below with information about the roles and their responsibilities within the project structure. At a minimum, the first project manager and project executive rows of the table must be completed. Note that both these roles must be from the regional council or unitary authority. Complete the rest of the table as relevant to your project.

See pages 39, 40 and 41 of the guide for information on how to complete this question.

Press the **Tab** key on your keyboard to add more rows to the table, if required.

Role	Name of person	Phone no.	Email	Responsibilities	Time commitment
Project Manager	Ajith Rajmohan	9(2)(a)	ajith.rajmohan@ncc.govt.nz	Overseeing and facilitating the successful execution of a project on behalf of the Nelson City Council. Ensuring effective communication, managing stakeholders, monitoring progress, and ensuring project outcomes align with the councils expectations.	0.5 full time equivalent.
Project Executive	Andrew White	9(2)(a)	Andrew.white@ncc.govt.nz	Is responsible for the overall success of a project, making key decisions, overseeing risk management, and providing strategic direction.	0.1 full time equivalent.
Project Direct (Tonkin & Taylor)	Paul Walker	9(2)(a)	PWalker@tonkintaylor.co.nz	Leading the team at Tonkin and Taylor for the successful delivery of the project	Approx 8 hrs/week during active remediation phase
Project SQEP (Tonkin & Taylor)	Dr Andrew Pearson (Tonkin & Taylor)	9(2)(a)	apearson@tonkintaylor.co.nz	Providing technical contaminated land support to the project, including acting as the project SQEP, developing site specific remediation validation guidelines, and preparation of site validation report (SVR).	Approx 8 hrs/week during active remediation phase

Asset Manager's	Hannah Curwood	9(2)(a)	Hannah.Curwood@ncc.govt.nz	This role involves defining the project's benefits and value, ensuring that the project aligns with the needs of the community, residents, and other stakeholders who utilise the beach and surrounding area. Collaborating closely with the project team to provide input and feedback	0.1 full time equivalent.
Senior User	Sarah Clarke	9(2)(a)	Sarah.clarke@ncc.govt.nz	Represents the interests and needs of end-users and stakeholders	0.1 full time equivalent.
Project Support	Sinead Spedding	9(2)(a)	Sinead.Spedding@ncc.govt.nz	Provides essential administrative assistance, coordinating meetings, managing documentation.	0.1 full time equivalent.

28 What is your risk management plan?

Complete the risk management table below by providing information about the top five risks that your project faces.

See page 41 of the guide for information on how to complete this question.

	Risk 1	Risk 2	Risk 3	Risk 4	Risk 5
Potential risk <i>Identify the potential risk to your project</i>	Public H&S incident following unauthorised access to remediation area	Environmental discharge during works	Public access to beach and car park disrupted	Significantly higher volumes of material requires removal	Project delays due to adverse weather
Strategy to mitigate <i>Describe the process that you will use to minimise and manage the risk</i>	Fencing, signage, public notification	Implementation of stringent controls per RAP	Advance communication, signage	High level of pre-investigation, site observations by SQEP, in field screening, 3D cut	Excavation sequence landward to seaward. Additional replenishment of sand buttress if necessary.

				model provided to contractor.	
Level of risk occurring <i>Select from the drop down box</i>	Low	Low	Low	Low	Low
Impact on project <i>Select from the drop down box</i>	High	Moderate	Minor	Moderate	Moderate
Consequences <i>Describe the consequences the risk would have on the project (eg, misunderstandings, duplication of work, incomplete work)</i>	Harm to individuals concerned, delays for project, adverse publicity.	Reputational impact, potential delay, increased cost.	Reputational impact	Additional cost and duration of project	Additional cost and duration of project

29. Does the organisation managing the project have a health and safety policy or plan?



Yes



No

If yes, provide copy of health and safety policy with application and go to question 30. If no, provide the reasons why (maximum 100 words) and then go to question 31.

See page 41 of the guide for further information.

30 Are the project's activities covered by the organisations existing health and safety policy or plan?

Yes

No

If yes, go to question 22. If no, go to question 31. See page 42 of the guide for further information.

31 Does a Health and Safety Plan need to be developed specifically for the project?



Yes



No

If yes, go to question 32. If no, provide the reasons why (maximum 100 words). See page 42 of the guide for further information.

32 Who will be responsible for the health and safety plan and/or policy?

See page 42 of the guide for further information.

Name of person	Title	Organisation	Project role
TBC	Contractor site manager	TBC	Contractor site manager

33 Will the health and safety plan and/or policy be audited and/or reviewed?

Yes No

If yes, provide details of who will undertake the audit/reviews and their frequency if known. If no, provide the reasons why (maximum 100 words). See page 42 of the guide for further information.

Name of person	Title	Organisation
Paul Walker	Project Director	Tonkin & Taylor
Ajith Rajmohan	Project Manager	Nelson City Council

34 Identify the five most significant hazards with the project *See page 42 of the guide for further information.*

No.	Hazard	Potential impact	Management
1	Contaminated material	Exposure to the public and site workers. Discharge to the environment.	RAP environmental controls. Contractor H&S plan
2	Heavy plant during interim site management	Exposure to the public and site workers.	Site fencing and exclusion zones. Contractor H&S plan.
3	Management of the public	Aggressive or upset members of the public.	Refer to NCC management, attempt to de-escalate situation

4	Impact on the marine ecosystem	Contaminants reaching the sea water could harm the marine ecosystem.	RAP environmental controls. Environmental audits by SQEP.
5	Collapse of eroding land	Erosion could lead to instability in the exposed face of the contaminated material, increasing the risk of collapsing.	Excavation sequencing, site fencing and exclusion zones. Contractor H&S plan.

35 What is your reporting plan?

Complete the reporting plan table below.

See page 43 of the guide for examples and information.

Press the **Tab** key on your keyboard to add more rows to the table, if required.

Target audience <i>Who is your target audience (eg, landowners, local community, central government)?</i>	Type of report <i>Provide the name of the report</i>	Purpose <i>What is the purpose of your reporting plan and what do you hope to achieve (eg, develop awareness, impart information, deliver education, bring about behaviour change, etc)?</i>	Timing <i>How often will the report be distributed?</i>
MfE, Governance group, Project Board	Project Status Report	Inform stakeholders of the progress made during the last month	Monthly – within 5 days of month end.

36 What are your proposed quality assurance processes?

Complete the table below.

See page 43 of the guide for information on how to complete this question.

Press the **Tab** key on your keyboard to add more rows to the table, if required.

Deliverable <i>eg, final report</i>	Acceptance criteria <i>eg, report needs to comply with the Ministry's Contaminated Land Management Guidelines for reporting on contaminated land</i>	Person responsible <i>eg, project manager</i>	Due date
SVR	Compliance with CLMG #1	T+T SQEP	2 months following completion of remediation.
SVR	Verification of excavation/disposal volumes – pre and post excavation topographical surveys	Contractor PM	Immediately prior and following completion of excavation
SVR	In field XRF validation – calibration of XRF readings against site sand samples under range of moisture conditions.	T+T SQEP	Prior to commencement of remediation.

SECTION 9: Additional information

37 Is there anything else we need to consider about your application?

This space is for you to provide any additional information that your organisation considers important, but has not been covered in previous sections of this application form, eg, any known conflicts of interest

Include any assumptions which have influenced the approach to the project (maximum 250 words).

See page 44 of the guide for information.

- During discussions with MfE staff on 17 June 2024, there was mention of formally requesting a levy waiver with the new Contaminated Sites and Vulnerable Landfills funds. However, the MfE is in the process of developing guidelines for this formal request. We would like to express our interest in this when it is available. We understand the levy charges are \$60 per tonne; a waiver will result in savings of \$813,340.80 of the \$4,967,726.18 estimated cost.
- Resource consent applications for the remediation works are to be lodged imminently, and consent is expected to be granted well before the commencement of remediation.
- Ongoing costs to maintain the site from erosion until remediation work can start, and costs related to offsetting the damaged car park, have not been included in the application. As per previous discussions with MfE, it has been indicated that these items won't be funded, and funding is available only for remediation works.

38 Are there any documents that the Ministry needs to read in conjunction with your application?



Yes

If yes, complete the table below.

See page 45 of the guide for examples.

Ensure that the documents are submitted with this application form.

*Press the **Tab** key on your keyboard to add more rows to the table, if required.*

Name of document

Remedial action plan.

Remedial options assessment

Schedule of rates & Risk register

Tonkin & Taylor technical opinion supporting the urgency of the remediation

Nelson City Council Letter

SECTION 10: Declaration

This declaration must be completed by a person with the council's signing authority.

See page 45 of the guide for further information.

Important: *Please contact the CSRF Team if you have any queries regarding the terms and conditions of the Funding Deed for the CSRF.*

As a duly authorised representative of the organisation as per Section 1 of this Contaminated Sites Remediation Fund application form:

- I declare that I have read, and agree to, the standard terms and conditions of the Funding Deed for the Contaminated Sites Remediation Fund.
- I declare that I have read the *Contaminated Sites Remediation Fund Guide for applicants for project funding*.
- I declare that to the best of my knowledge, the information contained in all sections of this application form, or supplied by us in support of our application is complete, true and correct.
- I declare that I have the authority to sign this application form and to provide this information.
- I declare that all regulatory requirements regarding the project have been met, and that any required approvals and/or consents have been granted.
- I understand that information presented to the Minister for the Environment and Ministry for the Environment is subject to disclosure under the Official Information Act 1982.
- I agree that the Ministry for the Environment may collect information about our organisation from other parties, and may liaise with local and national organisations in respect of this application.
- I agree that the Ministry for the Environment can undertake a background check on the applicant(s).

Name

Andrew White

Position

Group Manager Community Services

Signature

By typing your name in the space provided you are electronically signing this application form.



Date

21 June 2024

Checklist

Use the following checklist to confirm you have provided all the required information in your application.

Do not include any attachments that the Ministry has not specifically requested.

- All sections of this application form completed
- Declaration signed and dated

The following supporting documentation attached:

- cost benefit analysis (if undertaken)
- high-level project schedule for the phase(s) covered in this project
- phase one desktop study
- risk screening report
- documents that the Ministry needs to read in conjunction with your application

Your feedback

Did you find this application form easy to understand and complete?

- Not at all Mostly Very

Provide general comments below.