



## **TWIZEL COMMUNITY BOARD**

### **Membership:**

John Bishop (Chairman)  
Bruce White  
Phil Rive  
Pat Shuker  
Cr Russell Armstrong

*Notice is given of a meeting of the Twizel Community Board to be held  
on Monday October 5, 2015, at 4.00pm.*

**VENUE:** Twizel Events Centre, Twizel

**BUSINESS:** As per agenda attached

WAYNE BARNETT  
CHIEF EXECUTIVE OFFICER



## **Twizel Community Board**

Agenda for Monday, October 5, 2015

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### **APOLOGIES**

### **DECLARATIONS OF INTEREST**

#### **VISITOR:**

Annabelle Bray from Christchurch and Canterbury Tourism will give a presentation on activity to promote the district to tourists in the 2015-16 year.

#### **MINUTES:**

Confirm and adopt as the correct record the minutes of the meeting held on August 24, 2015.

### **MATTERS UNDER ACTION**

#### **REPORTS:**

1. Financial Report (to be circulated).
2. Twizel-Tekapo Vehicle Trust Garage (attached).
3. Kerbside Collections (attached).
4. Ward member's report (verbal report).
5. Reports from members who represent the community board on other committees (verbal report).

### **GENERAL BUSINESS AND CORRESPONDENCE:**

1. Letter from Mike Williams (attached).
2. Letter from Judith Holland, Twizel Community Care Trust (attached).
3. Request for funding from Colin McKinney, TPDA (attached).
4. Request for funding from Leaine Rush, Twizel Early Learning (attached).
5. Possible Town Projects – Events Centre, Carparking, Walkways (discussion requested by Garth Nixon).

## MACKENZIE DISTRICT COUNCIL

### MINUTES OF A MEETING OF THE TWIZEL COMMUNITY BOARD HELD IN THE TWIZEL EVENTS CENTRE ON MONDAY, AUGUST 24, 2015, AT 3.30PM

#### PRESENT:

John Bishop (Chairman)  
Phil Rive  
Pat Shuker  
Cr Russell Armstrong  
Bruce White

#### IN ATTENDANCE:

Wayne Barnett, Chief Executive  
Garth Nixon, Community Facilities Manager  
Angie Taylor, Twizel Town Manager  
Suzy Ratahi, Roothing Manager  
Geoff Horler, Utilities Manager  
Arlene Goss, Committee Secretary  
Cr James Leslie, observing  
Eight members of the public

#### OPENING:

The chairman welcomed everyone to the meeting.

#### APOLOGIES:

An apology was received from the Mayor Claire Barlow.

#### DECLARATIONS OF INTEREST:

There were no declarations of interest.

#### MINUTES:

**Resolved** that the minutes of the meeting of the Twizel Community Board held on July 13, 2015, including those parts taken in public excluded, be confirmed and adopted as the correct record of the meeting.

**Phil Rive/Bruce White**

#### PUBLIC FORUM:

John Willis was present to speak in support of his letter to the community board, on page 76 of the agenda. This letter was regarding the disposal of rubbish from bins at the recycling park. Mr Willis said residents should not be charged for disposing of rubbish at the park when this had already been paid for in their rates. He believed this was an illegal charge. The chief executive offered for either himself or Angie Taylor to meet with Mr Willis to discuss this, as it was an operational issue. Mr Willis agreed to this. The chairman said the issue would also be discussed by the community board later in the meeting but Mr Willis was unable to stay for the entire meeting. He thanked Mr Willis for his views and Mr Willis left the meeting.

## **TWIZEL COMMUNITY BOARD MATTERS UNDER ACTION:**

**Traffic Issues at Maitland Place and Irishman Drive:** This project is completed and this can be removed from the list of matters under action.

**Twizel Water Supply Upgrade:** Geoff Horler updated the community board on the latest work. There will be a period when the water supply will have to shut down to plumb in some pumps but not for long and this is not expected to be a problem. This project is on target.

**Future Direction for Twizel:** Luke Paardekooper spoke from the floor asking for an update from the community board. The chairman said the board has held a workshop to discuss the initial report from the TPDA, item by item, and a response is being written to respond to all the issues raised. Once this is written the community board will meet with the TPDA to discuss this. Mr Paardekooper said he would like to set a date as soon as possible. The chief executive said he would email Mr Paardekooper with a timeline once he has spoken to Toni Morrison about this, as she is the staff member working on the response.

**Early Learning Centre Location:** to be discussed later in the meeting.

## **REPORTS:**

### **FINANCIAL REPORT TO JUNE, 2015:**

The purpose of this report was to update board members on the financial performance of the Twizel Community as a whole for the period to June, 2015.

Geoff Horler explained that the water operational and maintenance budget is overspent by \$20,000 due to problems with the tobies. Further discussion was held on the financial costs of the Twizel water supply upgrade.

Garth Nixon said income from the Twizel Community Centre was up slightly. Operational maintenance at the community centre is over-spent due to a problem with the roof earlier in the year. But the end result is still in the black due to increased income.

Discussion was held on tree-felling at Lake Ruataniwha. The sale of the logs is underway.

The projects budget is underspent by \$55,000 due to not identifying projects. Extra rubbish bins have been introduced and these costs are showing. The costs of re-establishing the area where the old public toilets were located will be met by the community board.

**Resolved** that the report be received.

**John Bishop/Russell Armstrong**

## **WARD MEMBER'S REPORT:**

Cr Armstrong had nothing to report.

## REPORTS FROM MEMBERS WHO REPRESENT THE COMMUNITY BOARD ON OTHER COMMITTEES:

There was nothing to report.

## TWIZEL TOWN CENTRE PARKING MANAGEMENT PLAN:

The purpose of this report was to advise the Twizel Community Board of the offer of services received by Abley Transportation Consultants to undertake a parking survey and a Parking Management Plan which will look at the following;

- ☐ Development of objectives, determination of future parking demand and parking management recommendations, park search route, including preparation of the report.
- ☐ Rationalisation of Council owned off street areas, identification of potential future parking areas, concept layout design of future use areas.
- ☐ Investigate walking and cycling barriers and report on link analysis.
- ☐ Options assessment for Definition of Footpath Areas on Residential Streets.
- ☐ Community engagement associated with the parking strategy and identification of new future parking areas. Including presentation and attendance at a Community Board meeting and public Open Day.

Suzy Ratahi outlined the proposal in the report.

Phil Rive asked if the community board could make these decisions themselves rather than hire a consultant. Suzy Ratahi replied on some issues yes. Abley do a comprehensive report and look at what other council's are doing, and come up with designs.

Discussion was held on whether it was better to spend the money on car parking rather than a parking survey. The community board agreed they would rather consult the community through the Twizel Update than pay consultants. The chief executive said an expert survey would provide information to assist in decision-making and setting priorities, as there would be times of the year when there would not be enough parking for everyone.

Discussion was held on car parking needs at different times of the year. Demarkation between the road and footpath is also needed so the police can act when people park on footpaths.

The community board then agreed unanimously not to support spending the amount requested on a parking survey by Abley.

### **Resolved**

1. That the report be received.

**Russell Armstrong/Phil Rive**

2. That the Twizel Community Board does **not** employ Abley to undertake “Parking Survey, Twizel Town Centre Parking Management Plan and Definition of Footpath Areas on residential Streets” for the fee of approximately \$35,000 +GST which would be funded from the community projects budget.

**Russell Armstrong/John Bishop**

## **OLD PUBLIC TOILET SITE, MARKET PLACE:**

Garth Nixon spoke to this report. There is a clear desire from the community to maintain this site as a green space. The only way it can be developed is for council to develop it and lease the site. He has spoken to the Waitaki District Council about a donation of hardwood from the old Kurow Bridge for a project to be built on the site. He would like the community board to select its preferred proposal and then some costings could be done.

The chairman said the majority of submitters want a grass area. Luke Paardekooper spoke from the floor and suggested a clear grassed area with a power point, so it could be used for entertainment.

The community board discussed different options for the area including bike stands.

Cr Leslie spoke from the floor. He said he made the anonymous submission but wanted it to be from a ratepayer so he didn't put his name to it. He prefers a wooden floor across the area rather than grass. He believes excavation is required for grass. The costs of fill might be similar to the costs of building a deck across the area. Garth Nixon offered to compare the costs of each option.

Garth Nixon said due to the difficulties of access and servicing the site it would be better used as a public space. Council could be asked for an assurance that it won't sell the site for a period of time, if requested by the community board.

Garth Nixon is in Twizel on Thursday, August 27, and suggested meeting after lunch to discuss costings with the community board. They agreed to meet at this time and interested members of the public were also invited to attend.

## **TWIZEL COMMUNITY CARE TRUST:**

This was to consider a request from the Twizel Community Care Trust for increased funding. Garth Nixon spoke to this report. The community board agreed that the Community Care Trust do good work in the community and they supported the trust. Discussion was held on details in the agreement. The chairman suggested not including an inflation adjustment.

### **Resolved**

1. That the report be received.

**Russell Armstrong/Phil Rive**

2. That the Twizel Community Board recommends to Council to increase the grant to the Twizel Community Care Trust from \$10,000 per annum to \$15,000 per annum shared with the council, subject to a new Service Level Agreement being signed.

**GENERAL BUSINESS:****1. Overgrown Trees Market Place.**

The community board considered a letter from Jakes Hardware at page 71 of the agenda.

Garth Nixon said the trees were part of the plan for the area and he was opposed to removing them. He suggested pruning and clearing a climbing vine from the trees. The board discussed whether three trees were planted in one space with the understanding one would survive.

Bruce White moved that the trees be thinned with one left behind. Pat Shuker seconded this. Discussion was held on this. No vote was called.

Pat Shuker asked if the community board could have another look at the trees on Thursday before making a decision. This was agreed. The chairman will notify Jakes Hardware of this outcome.

**2. Red, Yellow Bins.**

This item on page 72 of the agenda was discussed, along with the feedback from John Willis earlier in the meeting. Solid Waste Manager Angie Taylor said there was no way to track which addresses we have picked up bins from. We cannot check whether people are both collecting at the road side and coming to the resource recovery park. The risk was that people would dump rubbish twice, leading to higher rates to pay for the extra service. The chairman said he sympathised with Mr Willis but there were people who would have their bins collected and then take them to the recovery park as well. Another risk was that people would stop putting their bin out on collection day and would take it to the park instead, requiring extra resources at the park to deal with the extra bins.

There are a few local contractors who will take bins out and put them in for a small charge for holiday home owners. Phil Rive suggested giving local people a good will service allowing them to dump once or twice a year at the recovering park for free. The chief executive suggested asking the contractor to keep a record of how many bins are coming in over a period of time to get an idea of how much of a problem it is. The chairman asked Angie Taylor to provide a report on this with more information for the next meeting.

**3. Ohau Rd & Ostler Rd.**

Phil Rive spoke regarding this item on page 72 of the agenda. He suggested planting trees to improve this area. Ray Copeland has said he would like to be approached to donate trees.

As long as there is a water supply and a good location for the trees they could be planted. The community board agreed this would be a good idea and would create an avenue look. Would need to check for underground services on the berms. Phil Rive will work with Suzy Ratahi and Garth Nixon to progress this further.

**4. Twizel Early Learning Centre Update.**

Two representatives from the Early Learning Centre were at the meeting and spoke about their progress towards finding a site for the new centre. They are continuing to look at possible sites in Twizel. Two sites of land on Glen Lyon Road were suggested. One is zoned Rec A and is considered to be suitable. They asked for support from the community board to take this to the community for feedback as the latest option. Discussion was held on the benefits and disadvantages of these sites.

**Resolved** that the Twizel Community Board endorses the use of the Rec A land on Glen Lyon Road for an early learning centre and recommends that Council considers making a suitable site available.

**John Bishop/Russell Armstrong**

## **5. Nepal Fundraiser.**

The community board agreed to support this request for the funding of hall hire as noted on page 74 of the agenda.

**Resolved** that the Twizel Community Board supports the Nepal Fundraiser to the sum of \$56 for Twizel Events Centre hire.

**Bruce White/Pat Shuker**

## **6. Recommendations for recycling centre.**

This item has been previously discussed under 'Red, Yellow Bins' above.

## **7. Request for removal of trees – 33 Jollie Rd.**

The community board considered a request from Mark Scammell to cut down eight silver birch trees on council land near his back boundary. The community board supported this but Garth Nixon suggested that Whitestone be asked to cut down the trees for health and safety reasons, with Mr Scammell then remove the rubbish as he has offered.

**Resolved** that the Twizel Community Board gives permission to Mark Scammell to dispose of eight silver birch trees behind his property' subject to Whitestone cutting down the trees.

**Bruce White/John Bishop**

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5.27pm**

**CHAIRMAN:** \_\_\_\_\_

## TWIZEL COMMUNITY BOARD MATTERS UNDER ACTION:

1. **Site of OldTwizel PublicToilets:** The community board is considering both a grassed area and a raised platform. A meeting was suggested for Thursday, August 27, to discuss costings and options. A bike lock up has also been suggested for this site.
2. **Twizel Water Supply Upgrade:** This project is on target.
3. **Future Direction for Twizel:** A response is being written to respond to all the issues raised. Once this is written the community board will meet with the TPDA to discuss this.
4. **Early Learning Centre Location:** The Twizel Community Board endorses the use of the Rec A land on Glen Lyon Road for an early learning centre and recommends that Council considers making a suitable site available. At a meeting on September 15 Council generally approved the use of the land and asked Garth Nixon to come back with a full report.
5. **Removal of Trees on Simons/Glenbrook Greenway:** Update to be provided at next meeting.
6. **Funding Increase Twizel Community Care Trust:** The Twizel Community Board recommended to Council to increase the grant to the Twizel Community Care Trust from \$10,000 per annum to \$15,000 per annum shared with the council, subject to a new Service Level Agreement being signed.
7. **Overgrown Trees, Market Place:** The community board has received a request from Jakes Hardware to trim these trees. They have been pruned, with possible further action to be decided.
8. **Ohau Road and Ostler Road:** Phil Rive suggested planting trees to improve this area. Ray Copeland has said he would like to be approached to donate trees. As long as there is a water supply and a good location for the trees they could be planted. Would need to check for underground services on the berms. Phil Rive will work with Suzy Ratahi and Garth Nixon to progress this further.
9. **Request for removal of trees – 33 Jollie Rd:** The community board resolved to give permission to Mark Scammell to dispose of eight silver birch trees behind his property' subject to Whitestone cutting down the trees.
10. **Rubbish Bin Disposal at Recycling Park:** A request was made by John Willis for residents to be able to empty their bins at the recycling park. The chief executive said either he or Angie Taylor would meet with Mr Willis to discuss this. Angie Taylor to provide a report to the next community board meeting.

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TWIZEL COMMUNITY BOARD  
**SUBJECT:** FINANCIAL REPORT – AUGUST 2015  
**MEETING DATE:** 5 OCTOBER 2015  
**REF:** FIN 1/2/3  
**FROM:** MANAGER – FINANCE AND ADMINISTRATION  
**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

Attached is the financial report for the community board for the period to 31 August, 2015, the purpose of which is to update board members on the financial performance of the Twizel Community as a whole for that period.

Commentary will be provided for any significant variances.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.

**PAUL MORRIS**  
**MANAGER – FINANCE & ADMINISTRATION**

**WAYNE BARNETT**  
**CHIEF EXECUTIVE OFFICER**

Mackenzie District Council  
Twizel Community Board  
Activity Statement  
For the period ended August 2015

	LYTD Actual 2014	YTD Actual August 2015	YTD Budget August 2015	Variance	Full Year Budget 30/06/2016
<b>Council - General Twizel</b>					
<b>Twizel Community Board</b>					
Income					
Targeted Rates	1,700	1,666	1,666	-	10,000
Total Income	<b>1,700</b>	<b>1,666</b>	<b>1,666</b>	-	<b>10,000</b>
<b>Expenses</b>					
Members Expenses	1,692	1,902	1,666	- 236	10,000
Total Expenses	<b>1,692</b>	<b>1,902</b>	<b>1,666</b>	- 236	<b>10,000</b>
Total Council - General Twizel	<b>8 -</b>	<b>236</b>	<b>-</b>	<b>- 236</b>	<b>-</b>
<b>Investment</b>					
<b>Twizel Community Board</b>					
Income					
Other Income	-	746	746	-	4,480
Internal Income	-	746	746	-	4,480
Total Income	-	-	-	-	-
Total Investment	-	-	-	-	-

Twizel Community Centre  
Twizel Community Board

Income					
Targeted Rates	19,320	20,144	20,144	-	120,865
Other Income	6,841	8,047	4,666	3,381	28,000
Internal Interest Income	195	510	510	-	3,064
<b>Total Income</b>	<b>26,356</b>	<b>28,701</b>	<b>25,320</b>	<b>3,381</b>	<b>151,929</b>
Expenses					
Employment Expenses	5	1,724	-	1,724	-
Administration Expenses	2,706	-	3,625	3,625	18,209
Operational and Maintenance	23,117	8,525	28,996	20,471	106,914
Depreciation	11,902	13,642	13,642	-	81,856
<b>Total Expenses</b>	<b>37,730</b>	<b>23,890</b>	<b>46,263</b>	<b>22,373</b>	<b>206,979</b>
<b>Total Twizel Community Centre</b>	<b>- 11,374</b>	<b>4,810 -</b>	<b>20,943</b>	<b>25,753</b>	<b>- 55,050</b>

Twizel Investment income  
 Twizel Community Board  
 Income  
     Targeted Rates  
     Total Income  
  
 Total Twizel Investment income

-	746	746	746	-	✓	4,480
-	746	746	746	-	✓	4,480
-	746	746	746	-	✓	4,480

Twizel Reserves						
Twizel Community Board						
Income						
Targeted Rates	2,462	4,316	4,316	-	✓	25,900
<b>Total Income</b>	<b>2,462</b>	<b>4,316</b>	<b>4,316</b>	<b>-</b>	<b>✓</b>	<b>25,900</b>
Expenses						
Operational and Maintenance	97	97	4,316	4,219	✓	25,900
Depreciation	666	-	-	-	✓	-
<b>Total Expenses</b>	<b>763</b>	<b>97</b>	<b>4,316</b>	<b>4,219</b>	<b>✓</b>	<b>25,900</b>
<b>Total Twizel Reserves</b>	<b>1,699</b>	<b>4,219</b>	<b>-</b>	<b>4,219</b>	<b>✓</b>	<b>-</b>

Twizel Swimming Pool  
Twizel Community Board

Income					
Targeted Rates	11,332	10,338	10,338	-	62,022
Other Income	- 447	-	-	-	19,501
<b>Total Income</b>	<b>10,885</b>	<b>10,338</b>	<b>10,338</b>	<b>-</b>	<b>81,523</b>
Expenses					
Employment Expenses	-	12	19,268	19,256	41,549
Administration Expenses	494	42	1,232	1,190	4,229
Operational and Maintenance	68	314	7,734	7,420	29,900
Internal interest Expense	78	-	22	22	128
Depreciation	1,100	1,628	1,628	-	9,768
<b>Total Expenses</b>	<b>1,740</b>	<b>1,997</b>	<b>29,884</b>	<b>27,887</b>	<b>85,574</b>
<b>Total Twizel Swimming Pool</b>	<b>9,145</b>	<b>8,341</b>	<b>19,546</b>	<b>27,887</b>	<b>- 4,051</b>

Twizel Township  
Twizel Community Board

Income				
Targeted Rates	79,316	76,892	76,892	✓ 461,341
Other Income	398	243	1,418 -	✗ 8,500
<b>Total Income</b>	<b>79,714</b>	<b>77,135</b>	<b>78,310 -</b>	<b>✗ 469,841</b>
Expenses				
Administration Expenses	5,337	54	29,271	✓ 51,441
Operational and Maintenance	16,101	19,367	64,394	✓ 328,480
Internal interest Expense	4,073	4,792	4,792	✓ 28,754
Depreciation	8,564	9,570	9,570	✓ 57,427
<b>Total Expenses</b>	<b>34,075</b>	<b>33,783</b>	<b>108,027</b>	<b>✓ 466,102</b>
<b>Total Twizel Township</b>	<b>45,639</b>	<b>43,351 -</b>	<b>29,717</b>	<b>✓ 3,739</b>

Mackenzie District Council  
Twizel Township Expenses  
For the period ended August 2015

	LYTD August 2014	YTD Actual August 2015	YTD Budget August 2015	Full Year Budget 30/06/16
Twizel Township				
Twizel Community Board				
Expenses				
Administration Expenses				
0554455. Advertising	-	54	166	1,000
0554485. Donations & Grants	5,000	-	416	2,500
05544851. Twizel Information Centre	-	-	24,211	24,211
05544853. Twizel Community Care Trust	-	-	1,666	10,000
0554495. Insurance	337	-	350	2,100
0554595. R & M - Other Community Bldgs	-	-	166	1,000
0554615. Rates	-	-	1,666	10,000
0554616. Rate Remissions - Granted	-	-	630	630
Total Administration Expenses	5,337	54	29,271	51,441

**Mackenzie District Council  
Twizel Township Expenses  
For the period ended August 2015**

	LYTD		YTD Actual		YTD Budget	Full Year Budget
	August 2014	August 2015	August 2015	August 2015	August 2015	30/06/16
<b>Operational and Maintenance</b>						
0555019. Electricity	73	87		66		400
0555020. Gardening - Contractor	5,430	5,530		6,916		41,500
05550201. Gardening - Plants	-	-		334		2,000
0555021. Contractors	417	417		416		2,500
0555022. Irrigation of Green Areas	498	233		2,834		17,000
05550221. Green Areas - Equipment Mtce	-	-		166		1,000
05550222. Green Areas-Reticulation Mtce	-	-		416		2,500
0555025. Lawn Mowing	-	-		16,250		65,000
0555026. Repairs & Mtce - Planned	-	-		1,666		10,000
0555027. Repairs & Maint Unplanned	308	1,407		2,000		12,000
0555029. Tree Maintenance & Pruning	663	4,030		666		4,000
0555035. Playground Maintenance	781	275		334		2,000
0555041. Litterbin waste disposal fees	-	-		3,301		3,301
0555042. Litter Bin Collection	7,017	6,618		7,250		43,500
0555078. Spraying	-	-		334		2,000
0555535. Lake Ruataniwha Rec Area	-	28		-		-
0555537. Tree Belt Management	-	-		834		5,000
0555539. Tree Planting	-	-		834		5,000
0555542. Green Areas Path Reinstatement	-	345		1,666		10,000
0555546. Green Ways Fence Reinstatement	-	-		1,666		10,000
0555550. Cleanup SH8	-	-		166		1,000
0555558. Community Entertainment	-	-		1,779		1,779
0555561. Walkways	-	-		1,666		10,000

Mackenzie District Council  
Twizel Township Expenses  
For the period ended August 2015

	LYTD August 2014	YTD Actual August 2015	YTD Budget August 2015	Full Year Budget 30/06/16
0555562. Water Intake Land Maintenance	-	-	834	5,000
0555564. Machinery Operating Costs	157	398	334	2,000
0555602. Twizel Township Projects	1,072	-	11,666	70,000
<b>Total Operational and Maintenance</b>	<b>16,101</b>	<b>19,367</b>	<b>64,394</b>	<b>328,480</b>

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** Twizel Community Board

**SUBJECT:** Twizel-Tekapo Vehicle Trust Garage

**MEETING DATE:** 5<sup>th</sup> October 2015

**REF:** WAS 3/6

**FROM:** Garth Nixon Community Facilities Manager

### **PURPOSE OF REPORT:**

To seek Community Board approval to locate a new garage for storage of vehicle trust vehicles and council vehicles in the vicinity of the Twizel Events Centre.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That the Twizel Community Board recommends to Council that the Rec zoned land be provided to the Twizel-Tekapo Vehicle Trust, as identified in the plan attached to the report.

**GARTH NIXON**  
**COMMUNITY FACILITIES MANAGER**

**ATTACHMENTS:**

Site Location Map

Letter from Twizel-Tekapo Community Vehicle Trust

Total span quotations and plans for three and 5 bay options

**BACKGROUND:**

The Twizel-Tekapo Vehicle Trust has previously approached the community board with regard to land to erect a garage for car storage. John Bishop and I met with the vehicle trust to consider this option. The site identified is appropriately zoned and suitable.

I am currently exploring the option for Council to add two additional garages, which would also provide for council vehicle storage in Twizel.

The ownership of the garage will be subject to an agreement with Council. The condition of the grant from Meridian suggests that if the Vehicle Trust ever folds then the garage should be returned to community use.

**SIGNIFICANCE OF DECISION:**

Not considered to be a significant decision

**ISSUES & OPTIONS:**

When offering this area I considered that the Vehicle Trust is a community service and that the use of Rec A land is an appropriate use of the area. By using this site it will protect the garaging for the Trust in the longer term.

The site proposed has limited use due to the surrounding buildings

**CONSIDERATIONS:*****Legal***

The use of this site will be subject to an agreement between Council and the Twizel Tekapo Vehicle Trust.

***Financial***

The Vehicle Trust has been granted funds from Meridian to build a three bay garage. Any funding for additional building, i.e. additional bays, would be subject to Council funding approval .

The Vehicle Trust would be seeking to connect to the power in the Events Centre. It is expected that running cost will be minimal.

Some additional funding may be required to seal the transition area between the garage and the sealed area.

**CONCLUSION:**

The Community Board should recommend to Council that this area be provided to the Twizel –Tekapo Vehicle Trust to allow this project to proceed.



**Draw and Measure**

Fill Color Style **Solid**

Alpha **0.5** Width **1**

Outline Color

☒ Show Measurements

Area Units **Square meters**

Distance Units **Meters**

**Clear drawings**

20 m



*Twizel Tekapo Community Vehicle Trust*  
*P O Box 293*  
*Twizel 7944*

24 September 2015

Garth Nixon

Community Facilities Manager

Mackenzie District Council

53 Main St

Fairlie

Dear Garth

Thank you for meeting with the Twizel Community Vehicle Trust Board Members today.

The Vehicle Trust would like to confirm their interest in building the proposed three bay garage on the site offered by the Mackenzie District Council in the vicinity of the Twizel Events Centre.

As discussed today the option of working with the council provides an exciting opportunity to achieve much needed secure storage for our vehicles.

The Twizel-Tekapo Community Vehicle Trust is prepared to enter into a partnership with the Mackenzie District Council to build garages for both the vehicle trust and the District Council. The details of this partnership will be documented in a Memorandum of Understanding, the specifics of which will be agreed to and signed by both parties.

We ask that you present this request to the Twizel Community Board for their approval at their next meeting on the 5<sup>th</sup> October 2015 outlining the discussion that took place today.

Yours faithfully

Tony Henderson

Board Chairman

S Claridge Ltd  
Trading as:  
Totalspan Timaru / Oamaru  
7910  
30 Racecourse Rd, Washdyke, Timaru,  
New Zealand  
Phone 03 688 7066  
Fax 03 688 7379  
Email [timaru@totalspan.co.nz](mailto:timaru@totalspan.co.nz)

02 June 2015

Twizel Tekapo Community Vehicle Trust  
Attn: Judith Holland

Twizel, New Zealand

Dear Judith ,

Thank you for giving Totalspan Timaru / Oamaru the opportunity to work with you on your new building project. I've enclosed a detailed proposal for you. Our proposal includes everything you'll need to complete your new Totalspan building - ensuring there'll be no surprises later on.

Every Totalspan building provides the best combination of quality, strength and affordability - our aim is to ensure you get the best value from your project. So, if you'd like any further details on any aspect of our proposal, please let me know.

We can take care of every aspect of your project for you, from preparing the site and handling consent, to construction and inspections. Our expert team is looking forward to working with you.

Every Totalspan building is backed by our 25-year structural guarantee and 5-year Workmanship Warranty. We design your building to suit your needs - ensuring we have the best possible control over quality. We're also part of a team that's been around for over 40 years - so we can proudly say we stand behind all our buildings.

I'll be in touch with you over the next few days to see if there's any further information we can supply.

We look forward to working with you.

Yours sincerely

Martin Kibble  
Sales Consultant  
Totalspan Timaru / Oamaru  
[martin.totalspan@outlook.co.nz](mailto:martin.totalspan@outlook.co.nz)  
0278392111

**BUILDING SPECIFICATIONS (Project Reference: 667918)**

Building Model: Portal Building Series 12 Erected  
 Building Size: 10m long x 7m wide, with 2.7m stud height  
 Zoned: T.C.3 Urban  
 Wind Zone: Designed and braced for Very High (W) wind zone  
 Bays: 3.344m, 3.312m, 3.344m  
 Foundation: Concrete Slab  
 Roof Details: 15 Degree Pitch, 7 Rib Profile  
 Wall Sheeting: 7 Rib Profile  
 Downpipes: PVC Located Rear of building

**COLOUR**

Roof:	TBC	Wall:	TBC
Gutter:	TBC	Barge:	TBC
Roller Door Series 1:	TBC	PA Door:	TBC
Downpipe:	TBC		

**DOOR DETAILS**

Roller Door: 3 x Roller Door: S1-SG 2948w x 2430h Opening. Actual clearance may be less. ( Manual )

**BUILDING INCLUSIONS**

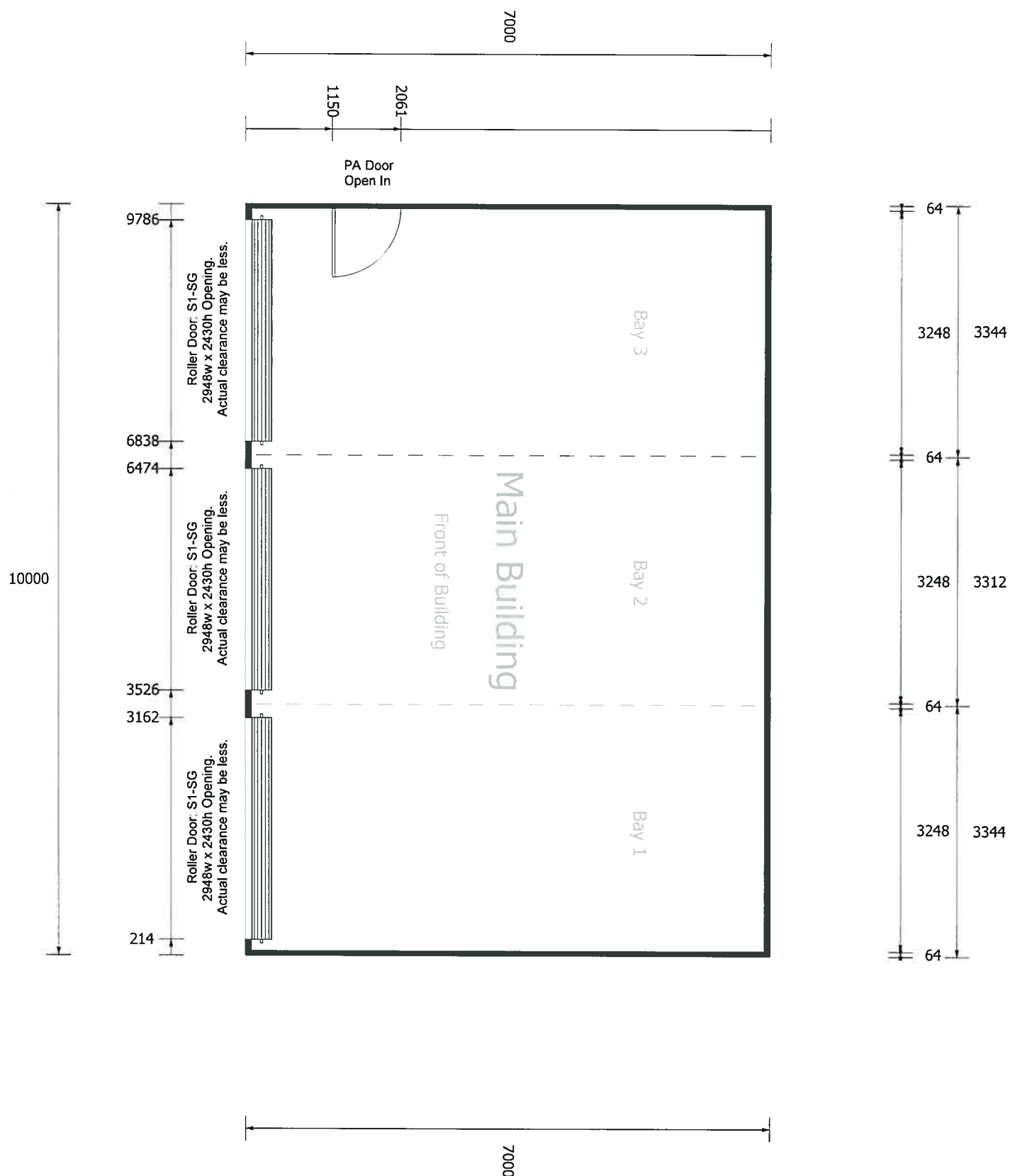
65mm Downpipe: 2	PA Door: 1 x PA Door Open In
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**QUOTE OPTIONS**

Site Works: Included based on a clear level site.  
 Building Consent: Council Fees Not Included  
 Building Paper: Included to roof to control condensation.  
 Electrical: Not included  
 Drainage: Not included  
 Snow Load: Includes engineers design for snow and wind loadings  
 Snow Straps: Included

<b>Sub Total:</b>	<b>\$31,889.57</b>
<b>G.S.T.(15%):</b>	<b>\$4,783.43</b>
<b>Total Investment:</b>	<b>\$36,673.00</b>

NB: This quotation remains available for acceptance for 30 days and is subject to our standard terms and conditions.



Scale 1:71.5

\* All Dimensions in mm. Colours shown are examples only. For exact colour samples see your local Totalspan NZ representative.

S Claridge Ltd  
30 Racecourse Rd, Washdyke, Timaru, New Zealand

Phone: 03 688 7066

Fax: 03 688 7379

Email: timaru@totalspan.co.nz

For: Twizel Tekapo Community Vehicle Trust

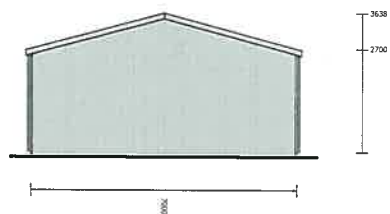
Twizel  
New Zealand

Portal Building  
Project Number: 667-667918J1.1  
DP Number:

2/06/2015

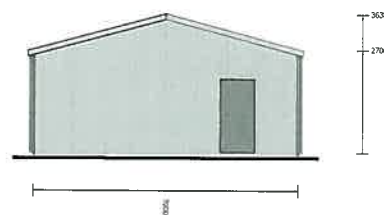
Page 3 of 4





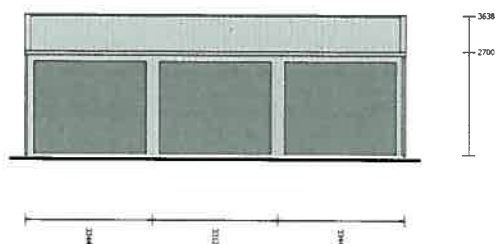
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\* All Dimensions in mm. Colours shown are examples only. For exact colour samples see your local Totalspan NZ representative.



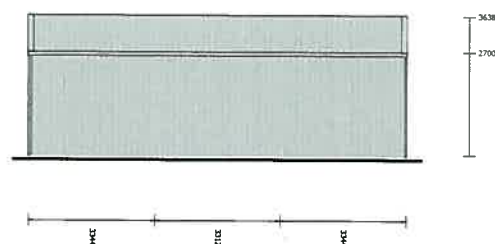
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\* All Dimensions in mm. Colours shown are examples only. For exact colour samples see your local Totalspan NZ representative.



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Scale 1:200

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Phone: 03 688 7066  
Fax: 03 688 7379  
Email: timaru@totalspan.co.nz

**For: Twizel Tekapo Community Vehicle Trust**  
  
Twizel  
New Zealand

**Portal Building**  
Project Number: 667-667918J1.1  
DP Number:  
  
2/06/2015  
Page 4 of 4



S Claridge Ltd  
Trading as:  
Totalspan Timaru / Oamaru  
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New Zealand  
Phone 03 688 7066  
Fax 03 688 7379  
Email [timaru@totalspan.co.nz](mailto:timaru@totalspan.co.nz)

30 September 2015

Twizel Tekapo Community VehicleTrust  
Attn: Judith Holland

Twizel, New Zealand

Dear Judith ,

Thank you for giving Totalspan Timaru / Oamaru the opportunity to work with you on your new building project. I've enclosed a detailed proposal for you. Our proposal includes everything you'll need to complete your new Totalspan building - ensuring there'll be no surprises later on.

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We can take care of every aspect of your project for you, from preparing the site and handling consent, to construction and inspections. Our expert team is looking forward to working with you.

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I'll be in touch with you over the next few days to see if there's any further information we can supply.

We look forward to working with you.

Yours sincerely

Martin Kibble  
Sales Consultant  
Totalspan Timaru / Oamaru  
[martin.totalspan@outlook.co.nz](mailto:martin.totalspan@outlook.co.nz)  
0278392111

**BUILDING SPECIFICATIONS (Project Reference: 6671039)**

Building Model: Portal Building Series 12 Erected  
 Building Size: 16.599m long x 6.889m wide, with 2.7m stud height  
 Zoned: T.C.3 Urban  
 Wind Zone: Designed and braced for Very High (W) wind zone  
 Bays: 3.339m, 3.307m, 3.307m, 3.307m, 3.339m  
 Foundation: Concrete Slab  
 Roof Details: 15 Degree Pitch, 7 Rib Profile  
 Wall Sheeting: 7 Rib Profile  
 Downpipes: PVC Located Rear of building

**COLOUR**

Roof: TBC	Wall: TBC
Partition: TBC	Gutter: TBC
Barge: TBC	Roller Door Series 1: TBC
PA Door: TBC	Downpipe: TBC

**DOOR DETAILS**

Roller Door: 5 x Roller Door: S1-SG 2943w x 2430h Opening. Actual clearance may be less. ( Manual )

**BUILDING INCLUSIONS**

65mm Downpipe: 2	Partition: 1
PA Door: 1 x PA Door Open In	

**QUOTE OPTIONS**

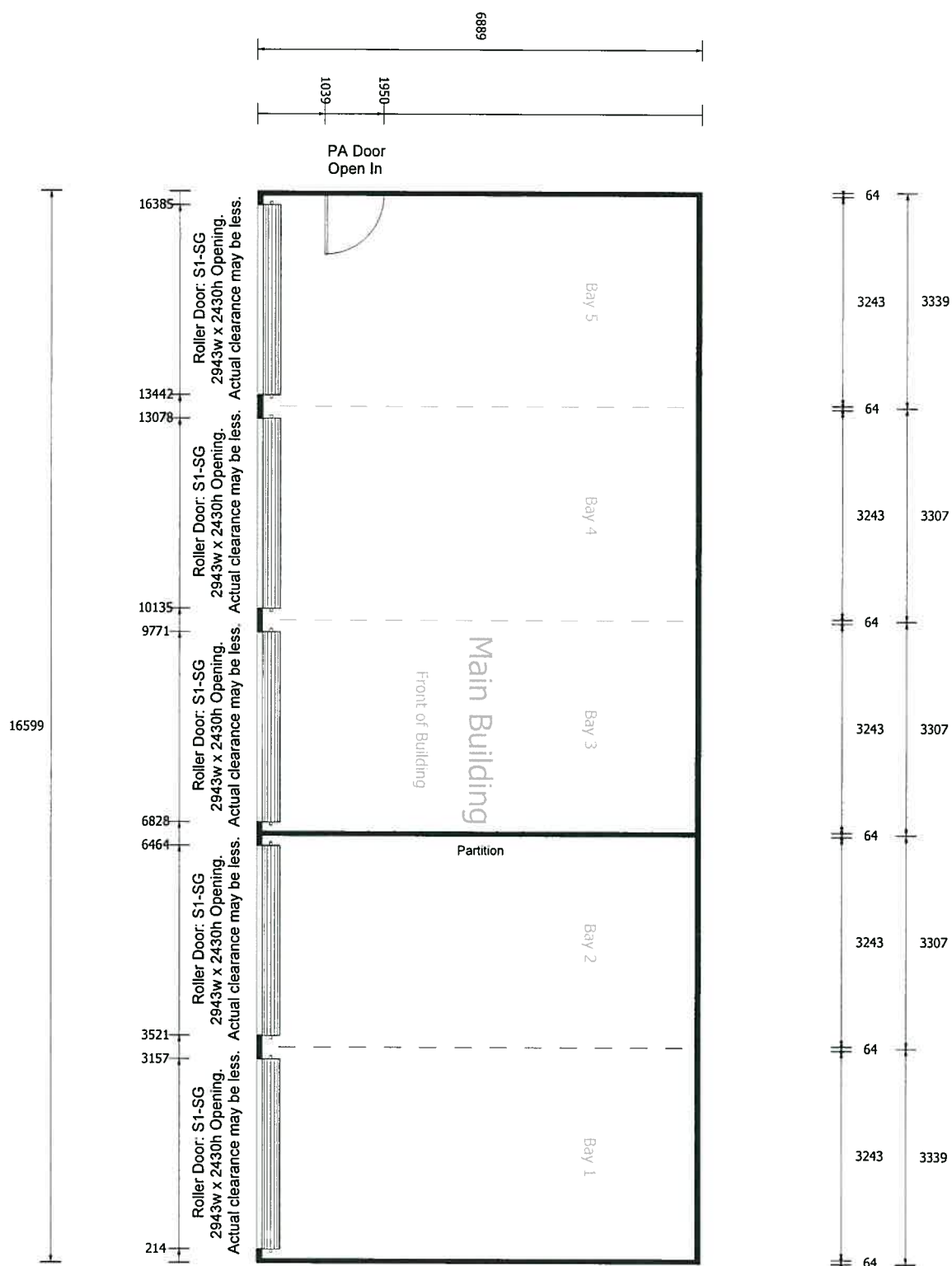
Site Works: Included based on a clear level site. Inspection required  
 Building Consent: Council Fees Not Included  
 Building Paper: Included to roof to control condensation.  
 Firewalls: Not included  
 Electrical: Not included  
 Drainage: Not included  
 Concrete Floor: 665 mesh for reinforcing, Polythene under slab to create moisture barrier, Float finish for smooth appearance, As per engineers foundation design  
 Snow Load: Includes engineers specific design for wind and snow.  
 Snow Straps: Included

<b>Sub Total:</b>	<b>\$46,577.39</b>
<b>G.S.T.(15%):</b>	<b>\$6,986.61</b>
<b>Total Investment:</b>	<b>\$53,564.00</b>

**Other Options.**

To box and lay concrete apron to front of building please allow \$100 per Square metre including GST.

NB: This quotation remains available for acceptance for 30 days and is subject to our standard terms and conditions.



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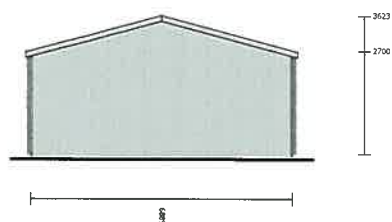
\* All Dimensions in mm. Colours shown are examples only. For exact colour samples see your local Totalspan NZ representative.

**S Claridge Ltd**  
30 Racecourse Rd, Washdyke, Timaru, New Zealand  
Phone: 03 688 7066  
Fax: 03 688 7379  
Email: timaru@totalspan.co.nz

For: **Twizel Tekapo Community Vehicle Trust**  
  
Twizel  
New Zealand

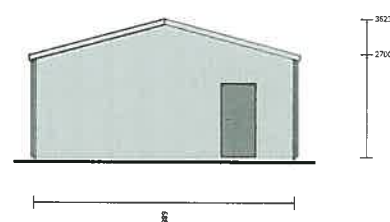
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DP Number:  
  
30/09/2015  
Page 3 of 4





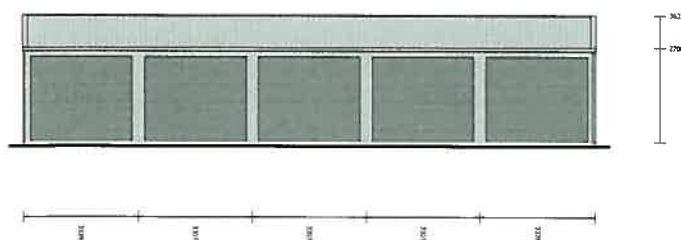
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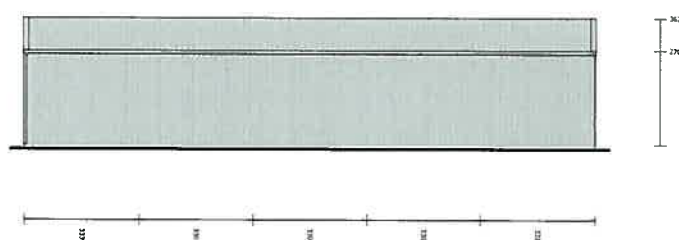
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Scale 1:219.3

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 30 Racecourse Rd, Washdyke, Timaru, New Zealand  
 Phone: 03 688 7066  
 Fax: 03 688 7379  
 Email: timaru@totalspan.co.nz

For: **Twizel Tekapo Community Vehicle Trust**  
  
 Twizel  
 New Zealand

**Portal Building**  
 Project Number: 667-6671039J1.2  
 DP Number:

30/09/2015  
 Page 4 of 4



## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TWIZEL COMMUNITY BOARD

**SUBJECT:** KERBSIDE COLLECTIONS

**MEETING DATE:** 5 OCTOBER 2015

**REF:** WAS 18/1

**FROM:** ANGIE TAYLOR – SOLID WASTE MANAGER

**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

To report back to the Twizel Community Board on waste disposal options for residents who have missed the scheduled kerbside collection, or who are unable to arrange for their bin to be out on the scheduled collection day.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That no changes be made to the current kerbside collection system, or
3. That a recommendation be made to Council to investigate options for residents who are unable to meet the scheduled kerbside collection to dispose of their waste free of charge at a Resource Recovery Park.

**ANGIE TAYLOR**  
**MANAGER – SOLID WASTE**

**WAYNE BARNETT**  
**CHIEF EXECUTIVE OFFICER**

**ATTACHMENTS:**

NA

**BACKGROUND:**

The collection of approved wheelie bins and glass crates on scheduled kerbside collection days is included as part of the solid waste charge. An approved container is able to be taken to any of the Resource Recovery Parks (RRP), however disposal is charged for based on volume as it would for any other drop offs. If a resident misses their scheduled collection day, there is no allowance for this waste to be dropped off at no charge.

This report follows discussions around whether additional options should be provided for residents who miss the scheduled kerbside collections.

Provision of solid waste services is a District wide activity and the kerbside collections are funded by a solid waste charge, therefore any recommendation to provide additional services must be directed to the Council to consider.

**POLICY STATUS:**

NA

**SIGNIFICANCE OF DECISION REQUESTED:**

NA

**ISSUES AND OPTIONS:**

The wheelie bin system has been operating since October 2011 and services the main township areas and rural properties with access to the main collection route. Each eligible property is allocated a standard set of two wheelie bins and one glass crate that are collected on scheduled days. Where a resident misses a scheduled collection day, they are able to take their waste to their local RRP, however, they are charged for disposal based on volume as with any other drop off. There have been recent discussions from the Twizel community on providing options for residents who miss a scheduled collection day to take their wheelie bin to the RRP and dispose of this waste at no charge.

This appears to be a small issue, with advice from the contractor that on average only two bins are received each month where residents have missed their kerbside collection. A small number of enquiries have been received by staff since the start of the wheelie bin service in 2011 from holiday home owners regarding more flexibility in kerbside collections. No similar issues have been raised by the Fairlie or Tekapo Community Boards.

Wheelie bins have unique serial numbers to link them to a property, however, there is currently no efficient method of recording addresses where bins are collected from each property on any particular collection run. Therefore, we are not able to determine if a wheelie bin for a particular property was emptied at the kerbside. As we are unable to track whether a bin is collected, there is no clear way to confirm if a resident had a bin collected at the kerbside and then request to empty the same bin at the RRP at no charge. Therefore, managing a system to allow free drop offs is problematic.

The wheelie bin service is designed to provide a kerbside collection of domestic waste. Allowing residents to take kerbside waste to the RRP's has the potential to allow residents to circumnavigate the system and add cost to the Council. In the case where residents find the free drop off option more convenient, more demand would be placed on resources at the RRP's, rather than the collection truck. In addition, careful management of any free drop off system would be required to avoid people abusing the system.

If the Community Board wishes to pursue an option to allow free drop offs to the RRP where they couldn't meet a collection, then a voucher system detailed below could be investigated.

The potential options are:

1. Create a voucher system, where residents can apply to the Council for a voucher where they have either missed a collection, or are unable to put a bin out for a certain collection day (ie. they are planning to be away on holiday). Vouchers would be for residual waste only. It is considered that recycling can be stored at a residence without creating odour issues.

The vouchers could be limited to two per year to discourage residents using this for all collections. Vouchers would need to have a unique identification number and a record of all vouchers issued would need to be kept.

Due to the variety of opening hours in the different RRP's, vouchers would need to be picked up or posted to residents and handed in at the RRP. Vouchers would then need to be sent back to Council to be cross checked against vouchers issued to ensure these were not being duplicated.

Conditions could include: only residual waste and would need to be around the week of the scheduled residual collection, voucher would need to be applied for during standard Council opening hours, waste would need to be dropped off to a RRP during standard opening hours, maximum of 120 litres (capacity of the red wheelie bin).

2. Retain the status quo. As this has not been identified as a major issue and taking into account the difficulties in creating and managing a system to provide free disposal, it is recommended that the current system is retained.

Where a resident is planning to be away, or a holiday home owner that is not present for the scheduled collection day, they are able to employ a separate contractor to take out and put away their bins. There is at least one local contractor who provides this service for a small charge. The Council could develop education around this to inform residents of how they can best use the wheelie bin service and the available RRP opening hours.

## **CONSIDERATIONS:**

### **Legal Considerations:**

As the kerbside collection service runs throughout the District, any changes in Twizel would need to be provided to the entire service area. Therefore, any changes sought would need to be presented as a recommendation to Council.

### **Financial Considerations:**

The option of allowing residents to take missed wheelie bins to the RRP would need to be discussed further with the Council's waste contractor to assess whether additional staffing or a variation to the current waste contract would be required to accommodate the changes. Additional Council staff time and advertising would be required for a voucher system.

### **Other Considerations:**

NA

### **ASSESSMENTS OF OPTIONS:**

The issue of missed bins being brought into the RRP has been identified as a small scale occurrence by the contractor, therefore it is considered this is not a major issue. It is considered that a voucher system has the potential to attract more waste being dropped off at the RRP and could be abused if not managed carefully. A voucher system would also attract additional costs through Council staff time to manage this system and advertising costs. The voucher system also has the potential to require more staffing at the RRP's to manage drop offs at popular times. The requirement for additional staff is possibly more relevant for the RRP's in Fairlie and Tekapo where limited opening hours may attract a number of voucher holders at the same time.

When considering the option to retain the status quo, it should be recognised that the public is able to dispose of their waste at the Twizel RRP seven days a week from 12-4pm. Although charges apply under the current system, this does provide an accessible option for waste disposal in addition to the kerbside service. The other alternative is for residents to use a separate contractor to put their bins out on the scheduled collection day. As discussed, further advertising and education of solid waste services may help residents to be more aware of the options available.

### **CONCLUSION:**

Overall, it is considered that the wheelie bin system works well. In addition to kerbside collections, there are three RRP's in the District where the public are able to dispose of waste. This provides a range of waste disposal options that are available to residents.

Should the Twizel Community Board wish to further investigate allowing free disposal of waste where residents are unable to meet the scheduled kerbside collection, a recommendation to the Council will need to be made. If this is the case, it is recommended that the voucher system would be the most appropriate method.

M J Williams  
18 Ostler Road  
TWIZEL

25 September 2015

The Chairman  
Twizel Community Board  
TWIZEL

Dear John

I am writing this letter to seek some explanation of the Council policy regarding the amount of litter that lies around the Twizel Market Place, and more specifically the amount of time the litter lies there before being cleaned up by Council contractors.

At the time of me writing this letter, midafternoon Friday 25 September, I can say categorically that 70% of the rubbish lying around the town centre has been there since last weekend, ie: a whole business week has gone by, Monday through Friday, and last weekend's litter is still lying around not picked up. And it should be noted that last weekend a rowing event was held here bringing a lot of extra people into Twizel.

As one example: I ride my bike into town every morning and park it in the bike stands at the southern end of the town square, and last Monday morning, beside the bike stand, was a large, white, empty milkshake container dropped there over the weekend. Normally I would pick this stuff up and put it in the bins but instead I decided to leave it there and see what happened with it. It was still there, beside the main footpath, on Tuesday, still there on Wednesday, and still there on Thursday. I then picked it up and disposed of it. It was white, large and very visible but lay there from the weekend until Thursday when I disposed of it. And that is only one example.

Because I have been keeping a close eye on it recently I know for certain that many individual pieces of litter and bottles, some quite large, are regularly remaining on the ground from one weekend to another.

Now, I don't know the details of the contract that the Council has with the local contractor but I have always thought that it included a daily, early morning, tidy up of the area. I ~~do~~ often see them down there doing it, but lately whole weeks are often going by with it not being done. I do see them doing garden work in the area but definitely not litter pickup.

Could this please be looked at by the Board and maybe some questions asked of the relevant people.

Thanks

Mike Williams



TWIZEL COMMUNITY CARE TRUST  
Mount Cook Street, Twizel, South Canterbury  
Phone: 03 435 0687 Email: [twizelcare@xtra.co](mailto:twizelcare@xtra.co).

14 September 2015

Twizel Community Board

C/- Information Centre

Twizel

Dear Community Board

The Twizel Community Care Centre is writing on behalf of the Linkage Group Members who have raised their concerns regarding the walkways within the Twizel Township.

Of great concern to the elderly is the condition of the greenways for walking, in particular the access to these greenways does not now have any concrete paving. Following on from the winter conditions these areas are turning into mud.

Some of the greenways now have an aggregate rather than concrete and this is also causing difficulty for the elderly using mobility scooters and mothers pushing buggies.

We look forward to you reply.

Kind regards



Judith Holland

Linkage Coordinator

Twizel Community Care Centre

**From:** [colmack2@gmail.com](mailto:colmack2@gmail.com)  
**Sent:** Monday, September 28, 2015 11:09 AM  
**To:** [John Bishop](#)  
**Subject:** Funding request

John Bishop  
Chairman  
Twizel Community Board

Hi John

At our last meeting the Twizel Promotion and Development Association discussed some of our upcoming events in Twizel. It was felt that it would be appropriate to ask the Community Board for some financial assistance towards their successful implementation.

Accordingly, we request the following:

- \$500 towards setting up Christmas decorations. This is to supplement the ones supplied last year. Building on last year's Christmas, we are aiming to have a Christmas in the Market night that is brighter and bigger, and a team is starting to work on this. The tree will be a similar size to last year and will take a lot of lights / decorations to fill. Last year the TPDA matched the Community Board's donation and intend to do the same this year.
- \$1000 towards the organisation and running of the Salmon and Wine Festival in January 2016. This event attracts around 2000 – 2500 people to Twizel, and many of these people come from out of town, which is good for the whole of the Mackenzie. We would like to use this money towards advertising this event.

We would appreciate it if you could have this letter tabled at your October meeting and we look forward to hearing back from you.

A handwritten signature in black ink, appearing to read 'Colin McKinney', with a long horizontal flourish extending from the end of the name.

Colin McKinney  
[colmack2@gmail.com](mailto:colmack2@gmail.com)  
027 340 1261

**From:** [Garth@mackenzie.govt.nz](mailto:Garth@mackenzie.govt.nz)  
**Sent:** Wednesday, September 23, 2015 3:56 PM  
**To:** [john.lyn.bishop@gmail.com](mailto:john.lyn.bishop@gmail.com)  
**Subject:** FW: Hire of Community Lounge in Events Centre, Twizel

Hi John

This slipped through my fingers prior to the last Community Board meeting  
 As this is scheduled prior to our next meeting do you think we could look at it retrospectively at that meeting. They propose to Hire the community room for 7 hours at a total cost of \$122.50 and a look for a grant to part or entirely fund it.

Garth Nixon  
 Community Facilities Manager  
 Mackenzie District Council  
 03 6856390  
 027 5344834

**From:** Twizel Early Learning Centre [<mailto:Admin@twizeearlylearning.org.nz>]  
**Sent:** Wednesday, 5 August 2015 11:20 a.m.  
**To:** Garth Nixon <[Garth@mackenzie.govt.nz](mailto:Garth@mackenzie.govt.nz)>  
**Subject:** Hire of Community Lounge in Events Centre, Twizel

Dear Garth,

Twizel Early Learning Centre would like to hire the Community Lounge in the Events Centre to host an Art Auction as a fundraising event.

Would the Council be agreeable to possibly gift the hire fee to us? I would imagine we would require it from 12 noon until 9pm and maybe 1 hour the next day for clean up.

We haven't set a date yet but are looking at the end of September.

I look forward to hearing from you.

Regards

Leaine Rush  
 Office Manager  
 Twizel Early Learning Centre  
 03 435 0640