



TWIZEL COMMUNITY BOARD

Membership:

John Bishop
Bruce White
Phil Rive
Pat Shuker
Cr Russell Armstrong

Notice is given of a meeting of the Twizel Community Board to be held on Tuesday, 22 April, 2014, at 4pm.

VENUE: Council Service Centre, Twizel

BUSINESS: As per agenda attached

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER



Twizel Community Board

Agenda for Tuesday, April 22, 2014

APOLOGIES

DECLARATIONS OF INTEREST

MINUTES:

Confirm and adopt as the correct record the minutes of the meeting held on Monday, March 10, 2014.

MATTERS UNDER ACTION

REPORTS:

1. Financial Report to February, 2014.
2. Request for Review of Annual Grant from Twizel Community Care Trust.
3. Grant Request from TPDA.
4. Grant Request from SADD.
5. Ward member's report (verbal report).
6. Reports from members who represent the Community Board on other committees (verbal report).

GENERAL BUSINESS:

1. Letter from Twizel Swimming Club (attached).

PUBLIC EXCLUDED:

Resolve that the public, be excluded from the following part of the proceedings of this meeting namely:

1. Lot 26 DP52089 26 Glen Lyon Road (attached).

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Lot 26 DP52089 26 Glen Lyon Road	Enable commercial negotiations	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Lot 26 DP52089 26 Glen Lyon Road section 7(2)(i)*.

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TWIZEL COMMUNITY BOARD HELD IN THE COUNCIL SERVICE CENTRE, TWIZEL ON MONDAY, MARCH 10, 2014 AT 4PM

PRESENT:

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

IN ATTENDANCE:

Claire Barlow (Mayor)
Wayne Barnett (Chief Executive)
Garth Nixon (Community Facilities Manager)
Arlene Goss (Committee Clerk)

Liz Bloomfield (Twizel Youth Centre)
Christine Lavery (Twizel Youth Centre)

APOLOGIES:

Apologies for lateness were received from Bruce White. He did not attend the meeting.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Twizel Community Board held on January 28, 2014, including those parts taken in public excluded, be confirmed and adopted as the correct record of the meeting.

Pat Shuker/Russell Armstrong

The chairman asked about the mowing of sections. The chief executive reported that the process has gone well this year. Council is still liaising with the owners of three sections to get a resolution. The rest have been mown.

TWIZEL COMMUNITY BOARD MATTERS UNDER ACTION:

1. Town Projects:

- a. Tekapo Drive:
Levelling and re-sowing has been completed, will be rolled again in the spring.
Tekapo Drive track has been sprayed.
- b. Lake Ruataniwha:
Bollard fencing – Phil Rive has received a report of trouble with drivers on the gravel road but he has not seen evidence of this. He asked when this work would start.
Garth Nixon said he would like to get fencing underway before tree felling starts. He is organising a fencing contractor.

- c. Greenway fencing – One greenway was recently completed, one still to complete. This is being done presently.
- d. Cemetery – Garth Nixon said his plan was to finish this at the same time as other work at Lake Ruataniwha.

2. **Public Toilets:**

Tenders close on the 13th March. Garth Nixon hopes to have a plan soon after and a paper on this matter will go to the full council meeting.

REPORT FROM COUNCIL STRATEGIC WORKSHOP:

The community board considered a report from the strategic workshop held by councillors on January 28, 2014. The Mayor invited the community board to give feedback. The chairman said he was pleased to see economic development included in the strategy.

Resolved:

1. That the report be received.
2. That the community board endorses the strategic workshop objectives.

Phil Rive/Russell Armstrong

ALKALINE ADJUSTMENT OF TWIZEL WATER:

The board discussed the report. The chief executive said water in Twizel is slightly acidic and will chew out the cement in the pipes. Hot water cylinders don't last as long in Twizel as in other places. Asset staff looked into the possibility of correcting the acidity of the water supply. Results have come back to say it's not worthwhile to do this because it will cost too much compared to the potential return.

Resolved that the report be received.

John Bishop/Pat Shuker

TWIZEL YOUTH CENTRE BUILDING:

A builder has inspected the building and listed its current problems. The damaged caused by the significant rain event will be fixed under insurance, but the rest of the work will need additional funds.

Liz Bloomfield from the Youth Centre said she would like to speak to the builder personally regarding the issues. She was not sure where the youth centre group would stand if the roof caved in. The chairman said the building was up to code and was structurally sound.

Two scenarios were discussed: if the community board did the extra work, on top of the insurance work, the community board would continue to lease the building to the Youth Centre and would take care of ongoing maintenance. If the Youth Centre did the work and took responsibility for the building, then ownership could pass to the Youth Centre.

Cr Armstrong said we need to come up with some figures on what it would cost to repair it. Garth Nixon said he had not researched costs because some of the work could be done voluntarily with donated materials and labour.

Liz Bloomfield said the young people were happy to be involved in restoring the building. The chairman asked the Youth Centre representatives to speak to the builder and come back to the community board with a decision. Liz Bloomfield requested a copy of the old lease and Garth Nixon agreed to send a copy to them.

There was discussion on whether the zoning of the land could be changed to allow sub-letting to rowers to raise funds. This process would be expensive.

Garth Nixon questioned whether the group was structured in a way that it could own property and whether the Youth Centre would be better to come under the umbrella of another organisation. This was something the group would need to consider.

Resolved:

1. That the report be received.
2. That the Community Board waits for the Youth Centre to come back to them with a proposal on how they wish to proceed.

Phil Rive/Russell Armstrong

TPDA USE OF EVENTS CENTRE:

Garth Nixon and John Bishop have met with the TPDA regarding their use of the Twizel Events Centre. TPDA are keen to continue to occupy the centre. The outcome of the meeting was to review the existing agreement to reflect the needs of both parties, including what they could do for the community board in return for remaining in the Events Centre. An agreement was drafted but discussion showed the TPDA staff did not want to perform more tasks as suggested by the community board. The TPDA instead suggested providing \$5000 worth of advertising in the Twizel Update in return for their space.

The community board discussed how the Events Centre would be managed if the TPDA decided to leave it, and the security of the building at night. At the moment the building is not always closed at night and an arrangement is needed regarding closing windows and doors at the end of the day.

There was discussion on the costs of advertising. This figure needs to be checked to see if council normally spends \$5000 on advertising in the Twizel Update.

The chief executive asked if the community board saw value in supporting the TPDA because of their role in the community. There is some tension between the roles of community board and TPDA and it would be helpful for the TPDA to come to a community board meeting and speak about what they are doing and request support.

The board discussed the idea of supporting the TPDA on a case-by-case basis with major events like the Salmon Festival.

The chairman suggested the motion:

That the Twizel Community Board supports the TPDA in continuing to use the Twizel Events Centre, and the rental will be set at \$5000 per year, with the community board supporting the TPDA to hold individual events if they request it.

He did not gain a seconder for his motion.

The chief executive suggested holding further discussions rather than passing a resolution, and he would like to check how much council pays for advertising to inform decision making.

Councillor Armstrong put the motion:

That the Twizel Community Board supports the work of the TPDA and will find out how much is spent on advertising with them before taking the issue further.

Pat Shuker seconded the motion and it was put to a vote.

Resolved: that the Twizel Community Board supports the work of the TPDA and will find out how much is spent on advertising with them before taking the issue further.

Russell Armstrong/Pat Shuker

WARD MEMBER'S REPORT:

Cr Russell Armstrong outlined recent decisions made by the council. This includes an agreement to sponsor the South Canterbury Sports Awards at \$525. The Asset and Services Committee has also agreed that ESL upgrade the current solid waste recycling and sorting system at Twizel. The request by Students against Drunk Driving for the Mackenzie District Council to pay half the cost of resource consent for their sign at Twizel was approved. The Mackenzie District Archive Society was granted 9,600 to undertake the painting of their new archive building and this will be rated for in next years' budget.

There was some discussion regarding the decision by ESL to upgrade the recycling centre. It was agreed this is great news for Twizel.

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

There were no reports from members who represent the community board on other committees.

GENERAL BUSINESS:

WORKING BEE – NORTHWEST ARCH:

Board member Pat Shuker said a lot of wilding pines have grown in this area. She estimates there is 6-7 hours' work involved in removing them. She is working with others to hold a working bee in this area. The chairman asked Pat to organise a Saturday within the next month and he will place an advert in the Twizel Update, with community board members invited to join the effort.

LATE ITEMS

LETTER FROM ELAINE CURIN, TWIZEL COMMUNITY CARE TRUST, REGARDING A CALL FOR NOMINATION OF A BOARD MEMBER TO BE A TRUSTEE:

A letter from the Twizel Community Care Trust was tabled at the meeting and is an appendix to these minutes. It calls for the nomination of a community board member to be a trustee. Garth Nixon said the Community Care Trust is also asking for a review of funding it receives from the Community Board. He suggested a meeting with them to discuss both the money and what they are wanting from a community board representative.

The board agreed that this meeting should occur and a report come back to the community board.

LETTER FROM JILL SELBIE REGARDING PUBLIC TOILETS AT MAX SMITH DRIVE:

A letter from Jill Selbie was tabled at the meeting and is an appendix to these minutes. The chairman said he has talked to Angie Taylor, Twizel Town Manager, regarding this. She inspected the toilets and they were a little dirty. Garth Nixon spoke about the cleaning of the toilets. They are serviced on a limited basis and there is an opportunity to increase the level of service if the community board wishes. There have not been any complaints from the users of the toilets.

The chairman offered to phone Jill Selbie and discuss the issue with her. He suggested offering her a role of voluntary camping warden to keep an eye on the site.

Phil Rive agreed that her suggestion of a sign at the top of the track to deter motorbikes would be useful. He also has posts that can be used to block access and offered to install them.

The chairman will talk to Jill Selbie regarding all this and report back to the board.

INVITATION TO WELCOME MAADI CUP PARTICIPANTS:

The chairman has received a card from the organising committee of the Maadi Cup inviting him to attend the welcoming parade for participants, coaches, helpers and visitors to Twizel.

Resolved that the chairman and the Mayor attend the welcoming parade of the Maadi Cup on the 23rd on behalf of the community board.

Pat Shuker/Russell Armstrong

DISCUSSION ON TWIZEL PUBLIC TOILETS:

Phil Rive asked regarding the timeframe to demolish the public toilets in the Twizel town centre. Garth Nixon said the tenders close on March 13 and work over winter would be weather dependent.

Garth Nixon said he received a phone call earlier this week from a member of the public asking what is happening to this building and saying its part of Twizel's

history. He said the community board needed to form a position on the building and the space.

The chairman said we need to have a plan so the community knows what will happen to the land down the track. He would like to put this topic on the agenda for a future meeting.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5.33PM**

CHAIRMAN: _____

DATE: _____

Unconfirmed

TWIZEL COMMUNITY BOARD MATTERS UNDER ACTION:

1. Alleyways:

Fencing will be completed before spring. Sufficient timber left over to carry out two more alleyways perhaps opposite Rhoboro Road and Mt Cook Street. This has been initiated by Garth.

2. Town Projects:

a. Walkways:

Tekapo Drive from Mackenzie to Glen Lyon. Levelling and re-sowing has been completed, will be rolled again in the spring. Tekapo Drive track has been sprayed.

Front of Town from Ruataniwha to Ostler Road.

b. Tekapo Drive:

Levelling and re-sowing completed, rolled again in the spring. Tekapo Drive track has been sprayed. Improve irrigation. Mulch trees.

c. Lake Ruataniwha:

Bollard fencing – Phil Rive has received a report of trouble with drivers on the gravel road but he has not seen evidence of this. He asked when this work would start. Garth Nixon said he would like to get fencing underway before tree felling starts. He is organising a fencing contractor.

New road way

d. Greenway fencing – One greenway was recently completed, one still to complete. This is being done presently.

e. Cemetery – plan is to finish this at the same time as other work at Lake Ruataniwha.

3. Twizel Public Toilets:

Council has made a decision and communicated it to the public. Chairman has requested to add the topic of the future use of the space to the agenda of a future meeting.

4. Bike Lockup:

More bike space to be created when old toilets and building are removed from town centre.

5. Twizel Youth Centre

Community board to wait for the Youth Centre to come back with a proposal on how they wish to proceed.

6. First Tree Planting Plaque in Twizel

Plaque to be returned to as close as possible to its original location. Wakefields have been advised.

7. TPDA Rental of Events Centre:

Community board will find out how much is spent on advertising before taking the issue further.

8. **Overnight Camping:**

Community board to decide on locations of overnight camping areas so they can be included in schedule to new council bylaw and go out for public consultation.

9. **Upgrade of Twizel Footpaths:**

The Roothing Fund Reserve money will be spent on upgrading high priority Twizel footpaths. This work is to start as soon as possible and be completed within the current financial year.

10. **Working Bee – Northwest Arch:**

A Saturday working bee in this area will be organised and advertised in the Twizel Update.

11. **Community Care Trust:**

Review of Funding and nomination of a community board member to be a trustee. Meeting to occur and report back to community board.

12. **Public Toilets at Max Smith Drive:**

Chairman to talk to Jill Selbie regarding issues with public toilets and report back to the community board.

MACKENZIE DISTRICT COUNCIL

REPORT TO: TWIZEL COMMUNITY BOARD
SUBJECT: FINANCIAL REPORT – FEBRUARY 2014
MEETING DATE: 22 APRIL 2014
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 Board for the period to February 2014, 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
 COMMUNITY BOARD ACTIVITY REPORT
 FOR THE PERIOD ENDED FEBRUARY 2014

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Council - General Twizel					
Twizel Community Board					
Income					
General Rates	-	-	-	-	-
Targeted Rates	6,064	5,482	6,264	(782)	9,396
Other Income	-	-	-	-	-
Internal Income	-	-	-	-	-
Total Income	6,064	5,482	6,264	(782)	9,396
Expenses					
Members Expenses	6,196	6,190	6,264	74	9,396
Consultancy Expenses	-	-	-	-	-
Administration Expenses	-	-	-	-	-
Operational and Maintenance	11	-	-	-	-
Internal Charges	-	-	-	-	-
Total Expenses	6,206	6,190	6,264	74	9,396
Operating Surplus/(Deficit)	(142)	(708)	-	-	-

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Investment					
Twizel Community Board					
Income					
Other Income	-	2,613	-	2,613	-
Internal Income	-	-	-	-	-
Total Income	-	2,613	-	2,613	-
Operating Surplus/(Deficit)	-	2,613	-		-



	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Twizel Community Centre					
Twizel Community Board					
Income					
General Rates	-	-	-	-	-
Targeted Rates	60,176	58,870	67,280	(8,410)	100,920
Investment Income	-	-	-	-	-
Other Income	13,650	13,672	16,672	(3,000)	25,008
Internal Income	-	-	-	-	-
Internal Interest Income	99	394	1,088	(694)	1,632
Gain on Sale - Assets	-	-	-	-	-
Total Income	73,925	72,937	85,040	(12,103)	127,560
Expenses					
Employment Expenses	-	-	-	-	-
Consultancy Expenses	-	-	-	-	-
Administration Expenses	11,188	11,253	9,752	(1,501)	14,628
Operational and Maintenance	52,201	51,883	59,312	7,429	88,968
Internal interest Expense	-	-	-	-	-
Depreciation	47,520	39,900	45,600	5,700	68,400
Internal Charges	-	-	-	-	-
Loss On Sale and Assets Written Off	-	-	-	-	-
Total Expenses	110,909	103,036	114,664	11,628	171,996
Operating Surplus/(Deficit)					
	(36,984)	(30,099)	(29,624)		(44,436)

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Twizel Community Sewerage					
Twizel Community Board					
Income					
Targeted Rates	10,765	76,525	87,456	(10,931)	131,184
Other Income	629	3,354	-	3,354	-
Financial Contributions	10,505	15,546	-	15,546	-
Upgrade Contributions	-	-	-	-	-
Internal Income	-	-	-	-	-
Internal Interest Income	15,656	17,342	25,720	(8,378)	38,580
Gain on Sale - Assets	-	-	-	-	-
Vested Assets	-	-	-	-	77,088
Total Income	37,556	112,767	113,176	(409)	246,852
Expenses					
Consultancy Expenses	-	3,563	336	(3,227)	5,803
Administration Expenses	3,871	4,169	2,304	(1,865)	3,456
Operational and Maintenance	17,243	24,862	25,480	618	38,220
Internal interest Expense	-	-	-	-	-
Depreciation	78,008	71,343	81,536	10,193	122,304
Internal Charges	-	-	-	-	-
Loss On Sale and Assets Written Off	-	-	-	-	-
Total Expenses	99,122	103,937	109,656	5,719	169,783
Operating Surplus/(Deficit)	(61,566)	8,830	3,520		77,069

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Twizel Community Sewerage Twizel Community Board Capex					
Capital Expenditure					
0298193. Vested Assets	-	-	-	-	77,088
0298411. Sewer Treatment - New	24,477	29,527	33,336	3,809	50,004
Total Capital Expenditure	24,477	29,527	33,336	-	127,092

Twizel Community Sewerage
Twizel Community Board
Capex

Capital Expenditure
0298193. Vested Assets
0298411. Sewer Treatment - New
Total Capital Expenditure

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Twizel Community Water Supply					
Twizel Community Board					
Income					
Targeted Rates	167,744	173,427	198,112	(24,685)	297,168
Investment Income	-	-	-	-	-
Other Income	4,688	(1,690)	-	(1,690)	30,000
Financial Contributions	7,578	16,866	-	16,866	-
Internal Income	-	-	-	-	-
Internal Interest Income	19,835	20,255	9,904	10,351	14,856
Gain on Sale - Assets	-	-	-	-	-
Vested Assets	-	-	-	-	49,776
Total Income	199,844	208,859	208,016	843	391,800
Expenses					
Consultancy Expenses	-	3,520	336	(3,184)	5,803
Administration Expenses	2,304	2,004	2,328	325	3,492
Operational and Maintenance	130,082	107,178	115,640	8,462	173,460
Internal Interest Expense	-	-	-	-	-
Depreciation	101,608	92,931	106,208	13,277	159,312
Internal Charges	-	-	-	-	-
Loss On Sale and Assets Written Off	-	-	-	-	-
Total Expenses	233,993	205,632	224,512	18,880	342,067
Operating Surplus/(Deficit)	(34,149)	3,227	(16,496)		49,733

Twizel Community Water Supply
 Twizel Community Board
 Capex

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Capital Expenditure					
0138193. Vested Assets	-	-	-	-	49,776
0138201. Town Reticulation - Renewal	-	-	6,928	6,928	10,392
0138204. Headworks - Renewal	25,004	23,690	620,000	596,310	930,000
0138206. Service Connections - Renewal	26,535	42,388	26,664	(15,724)	39,996
0138207. Town Reticulation - New	-	-	-	-	-
0138210. HeadWorks - New	3,205	-	-	-	-
0138211. Treatment - New	-	40,916	623,400	582,484	935,100
0138215. Plant	12,574	-	-	-	-
0138251. Fire Hydrant Markers	-	-	6,928	6,928	10,392
0138807. Resource Consent Costs	1,360	-	27,704	27,704	41,556
0138984. Water Meters	3,213	1,110	1,384	274	2,076
Total Capital Expenditure	71,891	108,104	1,313,008	-	2,019,288

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Twizel Investment income					
Twizel Community Board					
Income	(2,984)	(933)	-	(933) ✖	-
Targeted Rates					
Total Income	(2,984)	(933)	-	(933)	-
Operating Surplus/(Deficit)	(2,984)	(933)	-		-

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Twizel Reserves					
Twizel Community Board					
Income					
General Rates	-	-	-	-	-
Targeted Rates	12,432	1,436	1,640	(204)	2,460
Other Income	-	-	-	-	-
Internal Income	-	-	-	-	-
Gain on Sale - Assets	-	-	-	-	-
Total Income	12,432	1,436	1,640	(204)	2,460
Expenses					
Consultancy Expenses	-	-	-	-	-
Administration Expenses	2,379	2,947	-	(2,947)	-
Operational and Maintenance	11,786	5,952	1,440	(4,512)	2,160
Depreciation	-	175	200	25	300
Internal Charges	-	-	-	-	-
Loss On Sale and Assets Written Off	-	-	-	-	-
Total Expenses	14,165	9,074	1,640	(7,434)	2,460
Operating Surplus/(Deficit)	(1,733)	(7,638)	-	-	-
Twizel Reserves					
Twizel Community Board					
Capex					
Capital Expenditure	-	2,125	26,664	24,539	39,996
1068192. Other Projects	-	2,125	26,664	-	39,996
Total Capital Expenditure	-	2,125	26,664	-	39,996

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Twizel Stormwater					
Twizel Community Board					
Income					
Targeted Rates	26,064	15,855	18,120	(2,265) X	27,180
Financial Contributions	-	3,860	-	3,860 ✓	-
Internal Interest Income	4,170	3,264	7,456	(4,192) X	11,184
Gain on Sale - Assets	-	-	-	- ✓	-
Vested Assets	-	-	-	- ✓	-
Total Income	30,234	22,978	25,576	(2,598)	38,364
Expenses					
Consultancy Expenses	-	1,380	1,384	4 ✓	2,076
Administration Expenses	-	-	904	904 ✓	1,356
Operational and Maintenance	1,938	2,127	4,400	2,273 ✓	6,600
Internal interest Expense	-	-	-	- ✓	-
Depreciation	18,328	16,889	18,896	2,007 ✓	28,344
Internal Charges	-	-	-	- ✓	-
Loss On Sale and Assets Written Off	-	-	-	- ✓	-
Total Expenses	20,266	20,397	25,584	5,187	38,376
Operating Surplus/(Deficit)	9,968	2,581	(8)		(12)

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Twizel Swimming Pool					
Twizel Community Board					
Income					
General Rates	-	-	-	-	-
Targeted Rates	35,720	40,587	46,384	(5,797)	69,576
Investment Income	-	-	-	-	-
Other Income	10,010	6,131	10,528	(4,397)	15,792
Internal Income	-	-	-	-	-
Internal Interest Income	9	-	-	-	-
Gain on Sale - Assets	-	-	-	-	-
Total Income	45,738	46,718	56,912	(10,194)	85,368
Expenses					
Employment Expenses	34,028	41,469	25,328	(16,141)	37,992
Consultancy Expenses	-	-	-	-	-
Administration Expenses	2,246	2,824	2,560	(264)	3,840
Operational and Maintenance	36,624	29,721	25,880	(3,841)	38,820
Internal interest Expense	-	277	1,496	1,219	2,244
Depreciation	4,152	4,156	4,752	596	7,128
Internal Charges	-	-	-	-	-
Loss On Sale and Assets Written Off	-	-	-	-	-
Total Expenses	77,050	78,447	60,016	(18,431)	90,024
Operating Surplus/(Deficit)	(31,312)	(31,729)	(3,104)		(4,656)
Twizel Swimming Pool					
Twizel Community Board					
Capex					
Capital Expenditure	-	4,753	2,000	(2,753)	3,000
1428215 - Plant	-	4,753	2,000	-	3,000
Total Capital Expenditure	-	4,753	2,000	-	3,000

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Twizel Township					
Twizel Community Board					
Income					
General Rates	-	-	-	-	-
Targeted Rates	272,163	224,069	256,080	(32,011)	384,120
Subsidies and Grants	-	-	-	-	-
Investment Income	-	-	-	-	-
Other Income	10,074	7,586	360	7,226	540
Internal Income	-	-	-	-	-
Internal Interest Income	-	-	-	-	-
Gain on Sale - Assets	-	-	-	-	-
Total Income	282,238	231,656	256,440	(24,784)	384,660
Expenses					
Employment Expenses	-	-	-	-	-
Consultancy Expenses	-	-	-	-	-
Administration Expenses	34,502	18,028	32,952	14,924	49,428
Operational and Maintenance	225,663	182,641	169,032	(13,609)	253,548
Internal interest Expense	39,499	17,561	22,760	5,199	34,140
Depreciation	31,616	27,761	31,728	3,967	47,592
Internal Charges	-	-	-	-	-
Loss On Sale and Assets Written Off	-	-	-	-	-
Total Expenses	331,280	245,992	256,472	10,480	384,708
Operating Surplus/(Deficit)	(49,042)	(14,336)	(32)	(48)	(48)

	LYTD ACT. FEBRUARY 2013	YTD ACT. FEBRUARY 2014	YTD BUD FEBRUARY 2014	VARIANCE	FY BUD JUNE 2014
Twizel Township					
Twizel Community Board					
Expenses					
Administration Expenses					
0554455. Advertising	1,000	-	664	664	996
0554485. Donations & Grants	23,106	7,268	3,336	(3,932)	5,004
05544851. Twizel Information Centre	-	-	15,232	15,232	22,848
05544853. Twizel Community Care Trust	-	-	3,728	3,728	5,592
0554495. Insurance	1,424	1,427	1,656	229	2,484
0554595. R & M - Other Community Bldgs	-	-	744	744	1,116
0554615. Rates	8,972	9,333	7,192	(2,141)	10,788
0554616. Rate Remissions - Granted	-	-	400	400	600
Total Administration Expenses	34,502	18,028	32,952	14,924	49,428
Operational and Maintenance					
0555019. Electricity	272	239	568	329	852
0555020. Gardening - Contractor	28,281	26,086	26,664	578	39,996
05550201. Gardening - Plants	-	-	1,032	1,032	1,548
0555021. Contractors	807	834	1,008	174	1,512
0555022. Irrigation of Green Areas	7,538	10,307	3,728	(6,579)	5,592
05550221. Green Areas - Equipment Mtce	-	-	728	728	1,092
05550222. Green Areas-Reticulation Mtce	-	-	1,496	1,496	2,244
0555025. Lawn Mowing	49,657	53,607	40,864	(12,743)	61,296
0555027. Repairs & Maint Unplanned	4,990	5,117	3,776	(1,341)	5,664
0555029. Tree Maintenance & Pruning	2,118	9,794	2,656	(7,138)	3,984
0555035. Playground Maintenance	2,134	680	896	216	1,344
0555041. Litterbin waste disposal fees	-	-	336	336	504
0555042. Litter Bin Collection	23,299	22,015	21,848	(167)	32,772
0555078. Spraying	480	898	1,336	438	2,004
0555537. Tree Belt Management	1,974	-	6,864	6,864	10,296
0555539. Tree Planting	-	1,797	3,432	1,635	5,148
0555542. Green Areas Path Reinstatement	-	3,463	6,864	3,401	10,296
0555546. Green Ways Fence Reinstatement	2,913	9,860	6,864	(2,996)	10,296
0555550. Cleanup SH8	764	555	688	133	1,032
0555558. Community Entertainment	-	-	1,120	1,120	1,680
0555561. Walkways	2,404	3,311	6,864	3,553	10,296
0555562. Water Intake Land Maintenance	-	867	3,432	2,565	5,148
0555564. Machinery Operating Costs	506	(160)	664	824	996
0555602. Twizel Township Projects	97,524	33,371	25,304	(8,067)	37,956
Total Operational and Maintenance	225,663	182,641	169,032	(13,609)	253,548

MACKENZIE DISTRICT COUNCIL

REPORT TO: TWIZEL COMMUNITY BOARD

SUBJECT: REQUEST FOR REVIEW OF ANNUAL GRANT

MEETING DATE: 22 April 2014

REF:

FROM: GARTH NIXON, COMMUNITY FACILITIES MANAGER

PURPOSE OF REPORT:

For the Community Board to consider the request from The Twizel Community Care Trust

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That The Twizel Community Board decline this request in the interim and seek further information.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

Background information on the Community Care Trust provided by Elain Curin.
Council's agreement with Twizel Community Care Centre.

BACKGROUND:

The arrangement with the Twizel Community Care Trust has been ongoing for some time, with council providing a range service to the Twizel Community.

The current funding arrangement was established in July, 2010, and runs for three years with two rights of renewal, so will completely expire on 30 June, 2015.

The arrangement provides \$10,000 per year and was CPI linked, but council was not invoiced for anything more than \$10,000 per year.

The current funding is split 50/ 50 between the Community Board and Council.

Previous funding ranged from \$24,000 to \$5,000 per annum and was funded in a shared arrangement between the rural rate, district rate, and both the Tekapo and Twizel Township Rates.

The current agreement with the Twizel Community Care Trust is to provide financial assistance to enable the employment of a community worker

POLICY STATUS:

N/A

SIGNIFICANCE OF DECISION:

Not considered to be a significant issue

ISSUES & OPTIONS:

Option 1 - Recommend to Council increased funding and share cost.

Option 2 - Decline funding request and seek further information.

CONSIDERATIONS:***Financial***

The financial information provided to council seems to indicate that the Community Care Trust is in a reasonably sound position.

There are some anomalies with the financial information provided in that the council funding is not shown.

Both council and the community board have tight funding rounds this year.

Other

The community board does not currently have representation on the board of the Community Care Trust and it would seem sensible to have a representative's view prior to making a decision on this request.

The other point is that they appear to want funds for capital improvements to the building. The current agreement provides funds to enable the employment of a community worker.

ASSESSMENT OF OPTIONS:

There are items that need to be clarified in this request. The appointment of a community board representative should help clarify these issues.

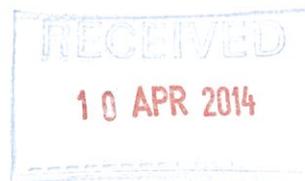
CONCLUSION:

The community board should decline this request in the interim and seek further information .

TWIZEL COMMUNITY CARE TRUST
 Mount Cook Street, Twizel, South Canterbury
 Phone: 03 435 0687 Email: twizelcare@extra.co.nz

9th April 2014

Hello Garth,



As a follow up to the meeting Graeme Palmer and I had with you and John Bishop of the Twizel Community Board, please find the request from the committee of the Twizel Community Care Trust for an increase in our MDC funding.

The main reason for this request is due to the marked increase in the demands for our services from our community. Over the past 5 years this increase has been recorded through our statistical and narrative reports. We have provided you with several months of statistics plus the Heartlands Services Satisfaction Survey 2013, which specifically classifies our Twizel office performance as a provider on the highest scale they rate at.

The centre's core business is to provide a connection to services that are located in major centres that our community find difficult to access in person. These include WINZ, IRD, Law Society, Department of Internal Affairs, Ministry of Justice etc. Extra funding will enable the committee and our staff to better provide our community and government focused services through Heartlands and TCCT.

Over the last twelve months we have participated in the Ministry of Social Development Video Conferencing Trial which has enabled clients to have face to face appointments with WINZ and Canterbury Law. The success of this trial has meant that this is currently being adopted by government to be established on a permanent basis. This facility has an enormous benefit to isolated communities such as Twizel and its surrounding area. It does however add another aspect to the workload of our administrators as they are taken out of the office and end up spending additional time in a face to face situation as well as making sure the actual technology is set up and working for the initial video interview and the paper work that such an interview generates that would normally be done out of town.

There is also the newly developed role of Mc Kenzie Community Development worker, and this position has been taken up by Amy Lamb who is working from the Twizel office. This role enhances community liaison and as such Amy will be communicating and working side by side with our administrators as she works out the best way to combine services or develop services that at the moment are not available. This of course while it is highly beneficial to our community will eat into our administrators' time to a certain degree.

This is a first time initiative partially funded through COGS, Mid/South Canterbury Trust and Lotteries Grants and it will definitely change the structure of the workplace as all the staff will be working cooperatively to look at new ideas and projects that will make this an even better place to live, where people can develop and thrive. But as stated earlier it will require more time to plan for these future ideas and activities.

In Amy's own words, "I have a strong feeling that we can deliver positive changes, "There are groups within our community who will really benefit when we have the ability to pool resources and deliver them more efficiently and effectively. It will be really exciting when

our communities can work together more closely. Efficient resources mean there is more to go around.”

There is also the continued training and information gathering of our office staff who regularly attend training meetings which are usually held in main centres, (Timaru, Christchurch or Dunedin.) This is an ongoing and increasing cost. Due to the number of government departments the centre liaises with, it is important that the staff understand any new structures or systems that may be implemented in order to maintain links to these departments and any other applicable organisations. Plus the obtaining of knowledge to provide ‘up to date’ services to our community.

A secondary aspect of our desire to have our funding increased is the need to provide adequate heating, curtaining and some office furniture to enable our staff to work in a comfortable environment. While we can possibly get some additional funding from some small funding associations we feel that part of our own funding should be available to provide these necessities which are generally one off requirements.

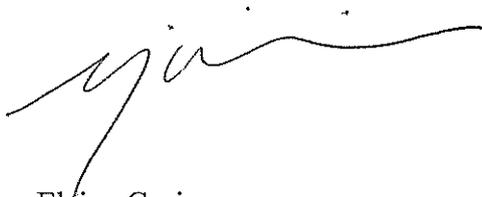
Our understanding is that around 2006 or 2007 there was a request to decrease the funding by \$5000.00. It is quite difficult to comprehend that the committee at that time did not have the presence of mind to look at the many ways in which that funding could be used to enhance the core services here in Twizel. At that time, as there is now, there were many people in need of additional services and aid. It is a pity that the incentive and the foresight to provide new plans and initiatives for the future was not forthcoming from that particular committee.

We would like to see our funding increased to \$20,000 and even though council may see this as unrealistic it is the sum we would most probably be requesting had our original funding not been sliced by a third several years ago. If this is completely out of the question from councils point of view, then an earnest request to have our funding brought back to the original amount of the sum of \$15000.00 which is, as stated previously, what we were receiving 6 to 8 years ago.

As a last point I can only emphasise the increase in Twizel’s growth and the increased needs of our community that makes our request necessary to provide better services.

We, as a community service provider, also look to the future where we hope we will be able to open for longer hours and to support our community in the variety of ways that will undoubtedly arise from newly arriving residents who bring with them a mosaic of needs regarding information and requirements in our remote location.

Yours sincerely



Elaine Curin

On behalf of the

Twizel Community Care Centre Committee, Twizel.

Twizel Community Care Trust
Statement of Financial Performance
For year ended 31 March 2013

2012	Income	2013
	Primary Income	
\$ 29,784	Heartlands	\$ 23,899
\$ 11,500	Ministry of Social Development	\$ 13,354
\$ 4,660	Meridian Energy	\$ -
	Mid Canterbury Community Trust Youth Centre	\$ 5,000
\$ 700	Department of Corrections	\$ -
\$ 4,491	Donations	\$ 928
<u>\$ 51,134</u>	TOTAL PRIMARY INCOME	<u>\$ 43,181</u>
	Associated Income	
\$ 100	Rents	\$ 125
\$ 40	Hireage	\$ -
\$ 140	TOTAL ASSOCIATED INCOME	\$ 125
	Other Income	
\$ 2,173	Youth Centre	\$ 2,251
\$ -	Miscellaneous fund raising	\$ 1,038
\$ 1,106	Interest	\$ 1,736
<u>\$ 3,280</u>	TOTAL OTHER INCOME	<u>\$ 5,025</u>
<u>\$ 54,554</u>	TOTAL ALL INCOME	<u>\$ 48,331</u>
	Expenditure	
	Staff Expenses	
\$ 24,994	Wages	\$ 24,300
\$ 24,994	TOTAL STAFF EXPENSES	\$ 24,300
	Admin Expenses	
\$ 1,408	Telephone	\$ 1,507
\$ 2,504	Electricity	\$ 2,708
\$ 526	Computer/Stationery	\$ 1,225
\$ 3,749	Maintenance	\$ 2,211
\$ 1,277	Insurance	\$ 1,120
\$ 5	Bank Fees	\$ 5
\$ 350	Accounting Fee	\$ 350
\$ 3,801	Other	\$ 6,684
<u>\$ 13,620</u>	TOTAL ADMIN EXPENSES	<u>\$ 15,811</u>
<u>\$ 38,614</u>	TOTAL EXPENDITURE	<u>\$ 40,112</u>
\$ 3,501	Depreciation	\$ 3,113
<u>\$ 42,115</u>	TOTAL ALL COSTS	<u>\$ 43,225</u>
<u>\$ 12,439</u>	PROFIT / (LOSS) FOR YEAR	<u>\$ 5,106</u>

Twizel Community Care Trust
Statement of Financial Position
as at 31 March 2013

2012		2013
	Current assets	
10,548	National Cheque Account	3,400
4,971	Youth Centre Account	9,806
1,576	Accounts Receivable	-
13,217	Term deposit	22,748
30,312	Total Current Assets	35,955
12,453	Plant and Equipment	\$ 12,603
-5,451	less depreciation	-\$ 8,564
7,002	Total Fixed assets	4,039
37,314	Total Assets	39,994
	Current Liabilities	
1,427	Sundry Creditors	-
2,000	Holiday pay Accrued	2,000
0	Prepayment	-
999	Grant Funds	-
4,426		2,000
	ACCUMULATED FUNDS	
20,449	Retained Earnings 01 04 12	32,888
12,439	Profit and Loss account	5,106
32,888		37,994
37,314		39,994

Twizel Community Care Trust

Income
1 April 2013 to 31 March 2014

Date	Deposit No	Particulars		Donations	GST Refund	Grants	Scooter Hire	Ministry of SD	Interest	Reimbursemen t of Building Expenses	Com Vehicle Trust
11-Apr	100140		\$ 50.00	\$ 50.00							
1-May	100141	Yoga	\$ 80.00							\$ 80.00	
16-May	100142	Energy	\$ 363.00	\$ 363.00							
22-May	100143	IRD	\$ 664.97	\$ 664.97							
5-Jun	100144		\$ 200.00	\$ 200.00							
27-Jun	1000145		\$ 100.00	\$ 100.00							
25-Jul	100146	Vehicle Trust Yoga	\$ 2,230.00							\$ 80.00	\$ 2,150.00
20-Aug	DC	Mackenzie DC	\$ 11,500.00			\$ 11,500.00					
30-Aug		Bank Interest	\$ 19.28						\$ 19.28		
				\$ 159.00							
		MSD	\$ 25,758.69			\$ 25,758.69					
6-Sep	101148	Donations	\$ 105.00	\$ 105.00							
30-Oct	100150	Donations	\$ 160.00	\$ 160.00							
4-Nov	100151	Donations	\$ 100.00	\$ 100.00							
29-Nov	DC	Community Trust	\$ 5,000.00		\$ 5,000.00						
6-Dec	DC	Internal Affairs	\$ 13,018.00		\$ 13,018.00						
23-Jan	100153	Hall hire	\$ 100.00							\$ 100.00	
27-Feb	17-Mar	Vehicle Trust	\$ 2,640.00								\$ 2,640.00
		Mobility Scooter Hire	\$ 50.00				\$ 50.00				
			\$ 62,297.94	\$ 1,237.00	\$ 664.97	\$ 55,276.69	\$ 50.00	\$ -	\$ 19.28	\$ 260.00	\$ 4,790.00
											\$ 62,297.94

Twizel Community Care Trust

Expenditure

1 April 2013 to 31 March 2014

Date	Cheque No	Particulars	Wages	Computer Expenses	Telephone Expenses	Electricity	Maintenance	IRD GST	Insurance/Account	Sundry
5-Apr	AP T Beardsley	\$ 584.84	\$ 584.84							
10-Apr	AP C Kelly	\$ 32.32	\$ 32.32							
	AP A Spence	\$ 140.48	\$ 140.48							
	101669 Jakes Hardware	\$ 69.70					\$ 69.70			\$ 54.54
	101670 Mackenzie Four Squan	\$ 54.54								\$ 2.50
19-Apr	Cheque duty	\$ 2.50								
	AP T Beardsley	\$ 584.84	\$ 584.84							
23-Apr	DD Contact	\$ 139.00				\$ 139.00				
24-Apr	DC C Kelly	\$ 32.32	\$ 32.32							
	DC A Spence	\$ 140.48	\$ 140.48							
24-Apr	DD Telecom	\$ 145.61			\$ 145.61					
3-May	AP T Beardsley	\$ 584.84	\$ 584.84							
8-May	AP C Kelly	\$ 32.32	\$ 32.32							
	AP A Spence	\$ 140.48	\$ 140.48							
17-May	AP T Beardsley	\$ 584.84	\$ 584.84							\$ 100.00
4-Apr	101671 Comm Vehicle Trust	\$ 100.00								\$ 33.00
	101672 T Beardsley	\$ 33.00								\$ 8.11
	101673 Envirowaste	\$ 8.11								\$ 614.66
18-Apr	101674 T Beardsley	\$ 614.66								
	101675 McGartland Plumbing	\$ 1,683.47					\$ 1,683.47			
	101676 Twizel Area School	\$ 211.69		\$ 211.69						
	101677 IRD March	\$ 255.82						\$ 255.82		
	101678 Mackenzie Four Squan	\$ 73.49								\$ 73.49
18-May	101679 Twizel Area School	\$ 348.81								\$ 348.81
	101680 IRD April	\$ 245.72						\$ 245.72		
22-May	AP C Kelly	\$ 32.32	\$ 32.32							
	AP A Spence	\$ 140.48	\$ 140.48							
24-May	DD Telecom	\$ 140.35			\$ 140.35					
28-May	DD Contact	\$ 190.77			\$ 190.77					
31-May	AP T Beardsley	\$ 584.84	\$ 584.84							
5-Jun	AP C Kelly	\$ 32.32	\$ 32.32							
	AP A Spence	\$ 140.48	\$ 140.48							
14-Jun	AP T Beardsley	\$ 614.61	\$ 614.61							
19-Jun	AP C Kelly	\$ 32.32	\$ 32.32							
	AP A Spence	\$ 147.51	\$ 147.51							
20-Jun	101681									
	101682 State Insurance	\$ 453.81							\$ 453.81	
	101683 Mackenzie Four Squan	\$ 42.62							\$ 42.62	
	101684 Envirowaste	\$ 16.22							\$ 16.22	
	101685 T Beardsley	\$ 134.46	\$ 134.46							
	101686 A Spence	\$ 35.12	\$ 35.12							
	101687 IRD - May	\$ 363.30						\$ 363.30		
25-Jun	DD Contact	\$ 316.86								
	DD Telecom	\$ 141.83			\$ 141.83					
28-Jun	AP T Beardsley	\$ 614.61	\$ 614.61							
3-Jul	AP C Kelly	\$ 32.32	\$ 32.32							
	AP A Spence	\$ 147.51	\$ 147.51							
12-Jul	AP T Beardsley	\$ 614.61	\$ 614.61							
17-Jul	AP C Kelly	\$ 32.32	\$ 32.32							
	AP A Spence	\$ 147.51	\$ 147.51							

Heartland Services Satisfaction Survey, 2013

Results for Twizel Centre

Project overview

In May 2013, FACS carried out a survey in Heartland Service Centres around the country to assess the level of satisfaction with the initiative. Two groups were surveyed: people who access Heartland services and government and non-government agency staff who deliver services through Heartland centres. FACS received feedback from 792 customers and 203 agency representatives nationally.

In addition to a national report, four regional reports and a report comparing Work and Income centres with non-Work and Income centres, results have been produced for centres that returned 10 or more customer questionnaires and/or 10 or more questionnaires from agency representatives. Numerical data for Twizel Centre is included below.

Results – customers

Total customer response in 2013 - 430 in region; 30 in Twizel Centre

(N.B. Not all customers answered all questions so total response may differ.)

How did you first hear about Heartland Services?	Number
Someone told me about it	19
Through a Government agency	3
Radio	2
Newspaper	7
Signage	5
Internet	0

N.B. Some customers specified more than one.

Satisfaction with aspects of centre operation					
	Very Satisfied	Satisfied	Neither satisfied nor Dissatisfied	Dissatisfied	Very Dissatisfied
Location	25	5	0	0	0
Level of privacy	24	6	0	0	0
Range of services	20	9	1	0	0
Opening hours	18	8	3	1	0
Disability access	20	5	1	0	0

Satisfaction with service of co-ordinator					
	Very satisfied	Satisfied	Neither satisfied nor dissatisfied	Dissatisfied	Very dissatisfied
Making you feel welcome	28	2	0	0	0
Putting you in touch with services needed	26	3	1	0	0
Telling you what to take to appointments	27	2	0	0	0

Heartland Services has improved my access to services				
Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
25	4	0	0	0

Sample feedback from customers

“Normal work hours or 9 – 5.”

“Kind friendly and very supportive and helpful”

“Tracy is great to deal with and makes it easy to get ahead.”

“Doing a great job, have helped me through some very tough times.”

“Very helpful, great service, very well run. Lucky to have this service.”

“Tracy Beardsley is a very helpful well informed person who goes the extra mile to help.”

Agreement for Twizel Community Care Centre

Parties

The parties to this agreement are the Mackenzie District Council, a local authority under the Local Government Act 2002, (the Council) and the Twizel Community Care Trust

Background

The Twizel Resource Centre was started by the Community Care Trust in 1988 to fill a gap in social support services, and to help create local employment. The Trust made use of available public funding to employ a community worker, and establish work programmes.

In 2003 The Ministry of Social Development under Heartland Services contracted The Community Care Trust to provide a range of support it currently provides access to government services and information in the community, and the opportunity to meet face to face with government agency representatives. The Resource Centre has recently undergone a name change and is now referred to as the Twizel Community Care Centre

The Twizel Community Care Centre is supported by Heartland Services, Twizel Area School (use of the building) and Mackenzie District Council.

Council's role then and now is to provide financial support to enable the employment of a community worker to assist in these tasks as well as other community based initiatives.

Term of the contract

This contract shall be for an initial term of three years from (1 July 2010) with two rights of renewal, each for a period of twelve months.

Contribution for Community Worker

During the first year of this contract, the Council shall pay the Community Care Trust the sum of \$10,000 plus GST

Adjustment of Annual Payments

After the payment of the initial contracted sum, subsequent annual payments will be adjusted by applying the Consumers Price Index for the twelve months to the previous 1 July to the contracted sum.

Payments to be made in instalments.

The contracted sum will be divided in two equal payments paid out during first quarter and third quarter upon receipt of a tax invoice.

Hours of Opening

The Twizel Community Care Centre shall be open Monday to Friday 9.00am to 2.00pm

Staffing

It shall be the responsibility of the Twizel Community Care Trust to ensure that the Twizel Community Care Centre is staffed by an appropriately qualified person and that the opening hours are maintained

Operational Matters

The running of the Twizel Community Care Centre shall be the sole responsibility of the Twizel Community Care Trust who will be responsible for all matters relating to the employment of staff.

Work Plan

In February of each year The Trust shall prepare a draft plan of its activities for the year beginning 1 July including any target or measures by which to gauge its performance. Such a plan will be presented for comment and or endorsement by the Twizel Community Board and the Council

Reporting

The Twizel Community Care Trust shall submit a quarterly report to Twizel Community Board outlining progress, programmes and needs in the Community. The report following the end of your financial year shall include the Trusts Financial accounts

CO- COORDINATOR / COMMUNITY WORKER' MONTHLY REPORT FOR THE PERIOD OF 01-02-2014 to the 28-02-2014

VISITS & PHONE CALLS 317

WINZ applications and verifying documents have carried on this month with an increase in the numbers for, the number of time's clients have accessed the service, 17 last month and 26 this month.

I have continued to offer assistance for a number of job seekers who have been in to enquire about jobs in the area. I have made available the centres telephone, or Internet service so they could access online Job Vacancy's. I have continued to offer assistance with Scanning or faxing and filling out forms. The Centre has a steady number of people using the centre to look for employment this month.

IRD have visited this month, 10 clients were assisted during the month over the phone and in person.

Three Department of Corrections meetings and one Energy Smart enquiry as well as assisting three customers by getting the immigration forms they requested and one Passport application.

The food bank is now in a good state with two donations of food received this month.

Video Conferencing Pilot Trial

The Trial has now finished a scoping document is now being written so the decision makers can decide whether to proceed with rolling out Video Conferencing as business as usual or not.

The Oscar programme Board has received some funding from applications and is now through the required paperwork with WINZ and can now receive the Oscar subsidy.

The Twizel Tekapo Community Vehicle Trust is still steady in the number of clients using this service. The service has 14 volunteer drivers and there have been enquiries from members of the public re becoming a volunteer driver. This service is very popular in the community as those who previously have had to put off eye tests, operations and those who have been left stranded after going into hospital by ambulance are now able to access transport and confirm appointments. The service is now approved ACC and National Travel Subsidy suppliers. The number of related visits last month was 11 and this month 28 and the number of related phone calls last month was 15 up this month to 20.

Presbyterian Support Family Works has now started to run the Incredible Years Programme for parents of children 3 to 8 years at the Centre this year.

The Jigsaw library is seeing regular use of the collection and the book room continues to be very popular.

The following groups have held meetings in the centre

Yoga General 11 sessions x 49 clients

Back on Track Physiotherapy 1x8

School 1x1
Meditrain 1x14
Community Vegetarian Pot Luck Dinner 1x15

Meetings Attended

Video Conferencing involved 3 teleconferencing calls.
Twizel Community Care Trust Meeting re Oscar

MACKENZIE DISTRICT COUNCIL

REPORT TO: TWIZEL COMMUNITY BOARD

SUBJECT: GRANT REQUEST FROM TPDA

MEETING DATE: 22 APRIL, 2014

REF:

FROM: GARTH NIXON, COMMUNITY FACILITIES MANAGER

PURPOSE OF REPORT:

For the community board to consider this request from TPDA for a grant for Twizel Anniversary Celebrations

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the community board approve this request for a grant of \$332.00 to cover the hall hire for the event.

GARTH NIXON
COMMUNITY FACILITIES MANAGER

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

Extract from Email from Shaun Norman

BACKGROUND:

The TPDA are organising events for their 30 Year Celebrations on Queens Birthday Weekend and have requested a grant to assist with hall hire.

This request originally went to council at its meeting on April 1, 2014. At that meeting council resolved:

1. That the report be received.

Russell Armstrong/James Leslie

2. That the application for a grant of \$332 to cover the hall hire for the Twizel Anniversary Celebrations be referred to the Twizel Community Board.

Graham Smith/Russell Armstrong

POLICY STATUS:

The policy is simple and clear, as attached.

SIGNIFICANCE OF DECISION:

Not considered to be significant under the Council's significance policy.

ISSUES & OPTIONS:

Options for the community board could include

1. Decline this request
2. Part fund this request
3. Fully fund this request

CONSIDERATIONS:

From the information supplied the request appears to fit some aspects of the criteria. It is up to the community board to determine if it warrants councils support against those specified criteria.

Financial

The cost of their requested hire equates to \$332 base on local user hall hire rates.

CONCLUSION:

That the community board consider this request against the criteria and make a grant at an appropriate level.

Attachment: Extract from Email from Shaun Norman:

Dear All

You will be aware from various news sources that TPDA is hosting a Queens Birthday 3-day reunion to mark 30 years since joining Mackenzie County Council and 45 years since Twizel construction commenced.

Apart from the obvious joys of reunion with a myriad of social, sporting, cultural and leisure activities and events we see the event as a giant presentation of our town.

We expect that virtually all accommodation, food and activity suppliers will be heavily patronised. Naturally our real estate sales folk will be promoting and I have no doubt that land and house sales will eventuate.

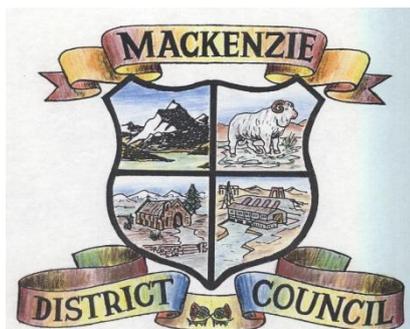
We would like to mount several sporting and cultural events in our super Events Centre: -
Theatre showings of the Twizel DVD - 4 hours approx.
Photographic history of Upper Waitaki Hydro-Electric Project and possibly also Monday lunch in the foyer - 14 hours approx
Climbing, Basketball and Netball in the main hall - 6-7 hours approx..

If the MDC together with TBC can see their way to granting a reduced rate for hire of the complex TPDA Reunion organisers will be extremely grateful.

Thank you for your attention

Shaun Norman for TPDA

ps With Rick Ramsay's help I am presently captioning 70 large Hydro-Electric Project photographs. These will be remounted in the foyer for the Reunion and could stay as a permanent informative display.



MACKENZIE DISTRICT COUNCIL GRANT EVALUATION CRITERIA

1. Does the application assist the Council to achieve its strategic direction (applicant must make specific reference to the Strategic Plan and support that reference with reasoned arguments).
2. Will the grant *directly* benefit ratepayers/residents in the Mackenzie District? If so, how many?
3. Are there any other bodies which are specifically designed to cater for these requests e.g. Creative New Zealand, Mid-South Canterbury Trust, and Lottery Grants Commission?
4. Has the organisation received, or have they applied for funds from other organisations for the same project? If so, how much?
5. How much of their own funds does the organisation have to put toward this request/project?
6. Is the organisation/individual a non-profit body and able to accurately account for any funds granted?
7. Has the organisation supplied all information on the application form including a set of accounts?
8. What is the effect on the individual/organisation if the Council does not support the application?

MACKENZIE DISTRICT COUNCIL

GRANTS

RATIONALE

From time to time Council and community boards provide grants budgets from which financial support for general purposes can be funded, eg for a donation to a worthy cause such as flood relief. Council also has budgets for specific purposes, eg the Heritage Protection Fund.

When Council is requested to provide financial support by remitting rates, fees or charges, transparency can be preserved if the request is approved, by making a grant funded from the affected cost centre. For example, if a request by the Fairlie Ice Skating Club for remission of excess water charges is approved, a grant funded from the Fairlie Water Supply Account will ensure that the cost of the remission actually falls where it should lie.

GUIDELINES:

1. All requests for financial assistance are to be submitted on an “Application for Donation” form to the Council.
2. All requests for financial support are to be dealt with as requests for grants.
3. Requests for grants from clubs, groups or organisations are to be accompanied by full financial information.
4. Applications for grants are to be evaluated in terms of
 - the direct benefit of the grant to ratepayers/residents of the District
 - the availability of funds from other sources for the project
 - the level of contribution to the project made by the applicant
5. Recipients are to be required to account accurately for grants.

(See Grant Evaluation Criteria)

MACKENZIE DISTRICT COUNCIL

REPORT TO: Twizel Community Board
SUBJECT: SADD Request for Grant
MEETING DATE: April 22, 2014
REF: WAS 3/6
FROM: **Garth Nixon, Community Facilities Manager**

PURPOSE OF REPORT:

For the Twizel Community Board to reconsider a request from Students Against Drink Driving, Twizel.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the Twizel Community Board approve / decline the request from the Students Against Drunk Driving grant 50% of the request \$ 243.75, and request that council fund the other 50%.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

Grants Policy and Assessment Criteria
 Letter from SADD Twizel
 Grant application form from SADD Twizel

BACKGROUND:

This request was originally considered at the January 27th meeting of the Twizel Community Board. At that meeting the board resolved:

That the Twizel Community Board declines the request from the Students Against Drunk Driving.

John Bishop/ Pat Shuker

This motion was passed with three in favour and one against.

The request was then discussed at a meeting of council on February 18. At this meeting the following was recorded in the minutes:

Regarding the request from Students Against Drunk Driving, Cr Leslie said the request took place during the transition from the old community board to the new community board and this had created some misunderstanding regarding the SADD billboard.

The Mayor said when they erected the sign they asked her what they could do about getting the fees waived for resource consent, or alternatively a grant to cover the cost of resource consent. The Mayor suggested they approach the Twizel Community Board. However the chairman John Bishop believes that at the time SADD put up the sign they were warned there would be a cost for resource consent that they would be required to meet.

The Mayor and Cr Leslie agreed to follow up this issue and clarify the facts.

In the meantime, the Mayor asked councillors for an indication of their feelings regarding splitting the cost of the resource consent 50/50 between the community board and the council. Councillors indicated they were in favour of the 50/50 arrangement.

This request has now come back to the Twizel Community Board with a request for further consideration.

POLICY STATUS:

The Policy states that all requests should be on the Application for a Donation form and that they shall be assessed by the criteria. By using the Grants policy and Criteria it puts all requests on a level playing field.

SIGNIFICANCE OF DECISION:

Not significant under the significance policy

ISSUES & OPTIONS:

The Community Board has not used the Policy in the past but it provides a good framework and a guide to work within,

All three applicants have been asked to complete the grant application form following their initial request.

What is often missing in these requests is the background financial information which can separate the needy from the not so needy.

One option could be that the board does not consider any application who have not completed the appropriate form as per the policy .

CONSIDERATIONS:**Legal**

Not applicable

Financial

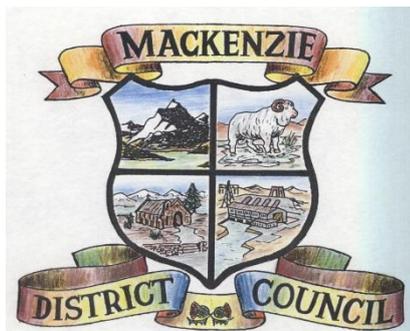
Twizel Township has a general grants budget of \$5,000 of which has been partially spent.

ASSESSMENT OF OPTIONS:

Using the policy for Grants allocations sets a good bench mark for granting funds for the remainder of the term.

CONCLUSION:

The Community Board should assess this request against the policy and criteria and make an appropriate decision.



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8. What is the effect on the individual/organisation if the Council does not support the application?

MACKENZIE DISTRICT COUNCIL

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RATIONALE

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 - the level of contribution to the project made by the applicant
5. Recipients are to be required to account accurately for grants.

(See Grant Evaluation Criteria)

1 April 2014

Twizel Community Board
Mackenzie District Council
Twizel

Re: SADD Billboard

Our Team wrote to your Board on 16 December 2013, (letter attached), requesting a grant for the invoice that we had received from the MDC for Resource Consent fee and council staff planning time for the SADD billboard that was erected late November 2013.

Our application for a grant was heard at your Board meeting on 28 January 2014. Our request was declined. I am not exactly sure why it was declined but believe it may have been because the Board felt that the Team had known a lot earlier of the cost and had, after the event, come to the Board for a grant to pay the bill.

I wish to clarify the circumstances as to how this occurred. The project was started very early in the year and numerous correspondence was made between the team and the MDC. It was only halfway through the project that the team was made aware that the communication should have been made with the Community Board. Up until then, all correspondence was made directly to the MDC and the Council were forwarding it to the Board. It was at one of the Board meetings that the issue of a "fee" for Resource Consent was discussed and I was informed (verbally, not in writing), that there would be a cost. At this stage, the billboards had already been planned and were currently being printed up. All previous correspondence with the Council had not indicated that there would be a fee and it came as a bit of a surprise. However, the following day, I telephoned the MDC and spoke to Nathan Hole about this. He confirmed that there would be a consent fee payable of \$250.00. I did say to him that the Team did not have these funds, however he assured me that I should go ahead with the project and when the invoice came, apply for a grant. This is exactly what I did.

I did not receive the invoice until the day that the sign was being erected, 30 November 2013. On that day I spoke with the Mayor about the account, and she suggested that I contact the Community Board as they are in receipt of funds for grants for community projects. She indicated that it would be acceptable for the Board to grant half of the funds and the MDC grant the other.

After discussion with a member of the MDC, and discussion that was made at the Council, I have been informed to resubmit the application again to the Board. I hope that you now find it appropriate to grant half the funds of the account. I have been told that the MDC will pay the other half.

Attached is another application for grant. I believe that this application is worth supporting and that the billboard is beneficial to the whole community. If one person changes their mind about driving after drinking, then it has done its job, and is well worth the \$243.75 asked for. For the Board's information, the only monetary cost to this project was the MDC Consent fee and staff planning time, everything else was generously donated free of charge by local businesses and companies outside of Twizel.

I look forward to receiving your decision in writing in due course.

Yours faithfully



Michele O'Carroll

On behalf of the **Twizel Area School SADD Team**

16 December 2013

Twizel Community Board
Mackenzie District Council
Twizel

Attn: John Bishop

Re: SADD Billboard

By now most of the Board members will have seen the new billboard heading into town. The SADD Team hope that the locals and the visitors to our town read the message and stay safe while on our roads.

It was a huge project and one that we could not have achieved without the generosity of local and outside businesses. The Mackenzie District Council was also helpful ensuring that our application and resource consent were heard in a speedy manner and approved. However, the Council has sent to the SADD Team an invoice for the Resource Consent application fee and the council staff planning time. The statement and invoice is attached.

After speaking with Mayor Claire Barlow, we are now approaching the Board to help us pay this account. It could be that the Board is able to grant the whole amount of the bill, or, as intimated by the Mayor, go 50/50 with the Council.

Could you please table this account at your next meeting and discuss a possible outcome for our team. We hope you are able to help us to avoid the need for a few sausage sizzles next year.

Many thanks



Michele O'Carroll
On behalf of the **Twizel Area School SADD Team**



APPLICATION FOR GRANT

1. Name of Organisation/Individual:
Twizel Area School SADD Team
2. Address:
Cl - Mt Cook St
Twizel
- Telephone: 03 4350650
- Fax: _____
- Email: mo@twizel.school.nz
3. Contact Person: Michele O'Carroll
 Position: Teacher in Charge
 Phone: Business: cell: 0273640213
 Phone: Home: _____
4. Please specify the legal status of your organization – trust/Incorporate Society/other.
School Group
5. Is your organisation recognised as a non profit body by the Inland Revenue Department?
 Yes/No Yes
6. Name of principal officers:
 Chairperson/President: Michele O'Carroll
 Secretary: _____
 Treasurer: _____

7. State your organisation's purpose and objectives: _____
To inform students, the school community and the Twizel community about issues and responsibilities of driving and promoting sober driving
8. How long has your organisation existed? _____
3-4 years
9. Is your organisation responsible to or controlled by any other organisation/authority?
 Please specify: Twizel Area School - Board of Trustees
10. What level of funding does your organisation request from the Mackenzie District Council?
\$487-50
11. State the purpose for which the grant is requested:
To pay the account to MDC for work that was undertaken on the SADD team's behalf in relation to the consent fee etc on the erection of a billboard promoting sober driving.
12. State the number whom you expect will benefit from the grant you are requesting:
 Members: 10 school members Others: Twizel Community plus visitors
13. Has your organization received a donation during the past five years?
 Yes/No No

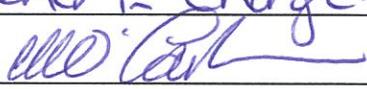
If yes, please detail how your most recent donation was used	Received from	Year	Amount of Donation
		TOTAL	

14. If your organisation is registered for GST, please supply your GST number:

No

15. Please supply a copy of your latest audited financial statements.

Do not have any.

<p>DECLARATION</p> <p>I hereby declare that the information supplied here on behalf of my organisation is correct:</p> <p>Name: <u>Michele O'Carroll</u></p> <p>Position: <u>Teacher in Charge.</u></p> <p>Signature: <u></u></p> <p>Date: <u>1/4/2014</u></p>
--



P O Box 52
Fairlie
New Zealand

Phone (03) 685-9010 - Fax (03) 685-8533
Email - pauline@mackenzie.govt.nz

Bank Account details for Direct Credit Payments
03-0887-0226851-02, Customer No. as Reference

TWIZEL SADD TEAM
C/- TWIZEL AREA SCHOOL
MT COOK STREET
TWIZEL

GST Number: 53-030-920
Invoice Date: 30/11/13
Customer No: RM130082

Tax Invoice 67370

Quantity	Description	Rate	Amount
	Council Planning Staff Time Charged		332.50 *
	Resource Consent Application Fee		155.00 *
	(* Incl GST \$63.59)		
	Total incl. GST		\$487.50

(Please detach and return this portion with your payment)

MACKENZIE DISTRICT COUNCIL REMITTANCE ADVICE

TWIZEL SADD TEAM
C/- TWIZEL AREA SCHOOL
MT COOK STREET
TWIZEL

Customer No.: RM130082
Invoice No.: 67370
Total Due: \$487.50

Time Report

Start Date	Client	Start Time	End Time	Project	Person	Duration
4/11/2013	RM130082 - Twizel School Review application enter into system, admin	3:38 p.m.	4:08 p.m.	Resource Consent	Anastasia Blignaut	0 hr 30 min
4/11/2013	RM130082 - Twizel School Administration fee - \$155	3:38 p.m.	3:38 p.m.	Resource Consent	Anastasia Blignaut	0 hr 0 min
14/11/2013	RM130082 - Twizel School Processing of consent, consult with Road Safety Coordinator	4:53 p.m.	7:53 p.m.	Resource Consent	Anastasia Blignaut	3 hr 0 min

Summary Information

Number of Records: 3
 Total Duration: 3 hr 30 min
 Total Mileage: 0.00
 Total Time Fee: \$332.50
 Total Expense: \$155.00
 Total Travel Fee: \$0.00
 Total Tax: \$0.00
 Total Fee: \$487.50
 Total Internal Fee: \$2.45
 Hours Breakdown: 3 hr 30 min at \$95.00/Hour

Twizel Swimming Club Inc.
C/o 41 Cass Crescent
Twizel 7901

Tuesday 25th March 2014

Dear Twizel Community Board members

Twizel Swimming Club is made up of a group of parents and enthusiastic volunteers who run swimming lessons each summer for local children (including Omarama, Mt Cook and Tekapo), ranging from 6 months to 15years. Each year we have about 100 children go through our programme and pay \$10 each for two weeks of lessons.

We aim to keep the price low to make this vital service accessible to all children in our community. We recognise that the environment we live in means water skills are essential for our children.

We appreciate the use of the Council owned pool. In recent years the price that the pool is made available to us at has risen significantly. In 2011 we paid \$100 to the council, in 2012, \$378, in 2013 \$500 and although, we have not yet been invoiced for this years session, from our discussions with Garth Nixon, the agreed bill is \$2,876. After further discussions with Garth, it looks like the cost each year will be the around same from now on.

We have been lucky enough to raise funds to meet this cost for this summer through a grant application from Southern Victorian Trust, however we were wondering if the Twizel Community Board could help us in some way? We are well aware that services like the swimming pool cost, but we firmly believe that swimming lessons should be available to all children at a discounted cost, it is vital in an area such as ours that we do all we can to make sure our children can swim and that they learn water safety. We would like to keep the cost of the swimming lessons for children at \$10 per child if at all possible.

We look forward to hearing your thoughts. Please contact us if you want any further information.

Yours Sincerely



Nicola Frank (Chairperson)

Twizel Swimming Club Inc

03 4350 475