



## **TEKAPO COMMUNITY BOARD**

### **Membership:**

Peter Munro (Chairman)  
Stella Sweney  
Alan Hayman  
Lynette Martin  
Cr Murray Cox

*Notice is given of a meeting of the Tekapo Community Board on  
Monday, January 26, 2015, at 7:30pm.*

**VENUE:** Lake Tekapo Community Hall, Tekapo

**BUSINESS:** As per agenda attached

WAYNE BARNETT  
CHIEF EXECUTIVE OFFICER



## TEKAPO COMMUNITY BOARD

Agenda for Monday January 26, 2015

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### APOLOGIES:

### DECLARATIONS OF INTEREST

### VISITOR:

Civil Defence officer Ray Gardner has been invited to attend the meeting to discuss the Tekapo Emergency Response Plan.

### MINUTES:

Confirm and adopt as the correct record the minutes of the meeting held on November 17, 2014, including those parts taken in public excluded.

### MATTERS UNDER ACTION

### REPORTS:

1. Financial report (attached).
2. 30 Year Infrastructure Plan (report attached with a presentation from the Asset Manager at the meeting) Printed copies of the "Draft Infrastructure Strategy – The Next 30 Years" and "Twizel Water Supply Network AC Pipelines Renewal Strategy" have been bound and circulated separately.
3. Application for Land Use Consent – Howes (application attached with a verbal report from the Planning and Regulation Manager at the meeting).
4. Ward member's report (verbal).
5. Reports from members who represent the board on other committees (verbal).

### GENERAL BUSINESS AND CORRESPONDENCE:

1. Moving the 60km speed restriction sign on SHW8 – Stella Sweney (discussion).
2. Request from local group to hang commemorative (WW1) 'poppy blanket' in the Community Hall – Lyn Martin (discussion).

### PUBLIC EXCLUDED:

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

1. Previous minutes Tekapo Community Board meeting November 17, 2014.
2. Tekapo Hall Car Park Tenders (attached).

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
Previous minutes Tekapo Community Board, March 10, 2014	Commercial sensitivity	48(1)(a)(i)
Tekapo Hall Carpark Tenders	Commercial sensitivity	48(1)(a)(i)

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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: *Previous minutes Tekapo Community Board and Tekapo Hall Carpark Tenders under section 7(2)(b)(ii).*

## **RESOLUTION TO RESUME OPEN MEETING**

## **MACKENZIE DISTRICT COUNCIL**

### **MINUTES OF A MEETING OF THE TEKAPO COMMUNITY BOARD HELD IN THE LAKE TEKAPO COMMUNITY HALL, TEKAPO, ON MONDAY, NOVEMBER 17, 2014, AT 7.30PM**

#### **PRESENT:**

Peter Munro (Chair)  
Stella Sweney  
Alan Hayman  
Lyn Martin  
Cr Murray Cox

#### **IN ATTENDANCE:**

Garth Nixon (Community Facilities Manager)  
Geoff Horler (Utilities Manager)  
Jason Gaskill (Tourism Waitaki)  
Stephanie Craig (Department of Conservation)  
Arlene Goss (Committee Clerk)  
4 members of the public

#### **OPENING:**

The chairperson welcomed everyone to the meeting.

#### **APOLOGIES:**

Resolved that apologies be received from Claire Barlow and Wayne Barnett.

**Stella Sweney/Murray Cox**

#### **DECLARATIONS OF INTEREST:**

There were no declarations of interest.

#### **VISITOR:**

Jason Gaskill from Tourism Waitaki was welcomed to the meeting. He provided details regarding his work on the Alps2Ocean cycle trail. NZ Cycle Trails, a government organisation, has officially agreed to adopt the Tekapo canal road as part of an Alps2Ocean related ride. He is working through some details and signage issues, but these are minor and easily managed. This allows the promotion of Tekapo and its connection with the main trail.

He is still working on some off-road developments in the Waitaki Valley. They have some funding, now working on landowner access. Discussions are progressing well. He expects to make firm commitments about getting that section off-road in about 18 months.

He estimates the track will have more users this year. There are more counters on the trail to give a better idea of how people are using the trail. There has been information received that a lot of users are doing multiple nights on the trail. People spending nights helps to fund the maintenance of the trail.

He has a target of the end of 2018 to make the trail a self-sustaining operation so it is not a drag on ratepayers. They are working hard to get to that position and will give updates to both councils. He submits quarterly reports to councils, these are public information and he is happy to send them out once they have been seen by the councils.

The chairman asked regarding 'self-sustaining', does this mean the accommodation places pay? No the structure will be able to cover its operational and maintenance costs. There is a booking engine as part of the website. This is structured so a percentage goes back to the trail. This should provide increased patronage without increased cost.

Do they have a counter to indicate how many people are starting at Tekapo? They will have two or three counters on the section, one at the start, one mid-way and one at the Hayman Rd end.

Cr Cox asked if there would be more toilets put in. This conversation is happening at the moment. With only one season we don't know where people need facilities. An app is launching soon to see where people are going and this will influence the location of new toilets. Mr Gaskill said if there were areas where the community board thought it would be wise to put toilets to suggest this to him.

Cr Cox asked how the surface of the track that was sprayed near Pukaki coped over winter. Not as well as hoped. They are working with DOC on the Pukaki Flats to improve the trail there. The track is checked for maintenance every six weeks.

The chairman said the community board was pleased and excited that it started in Tekapo and it would be an asset to the town. Mr Gaskill said he hoped over time it would become a significant activity here.

A member of the public asked for a guess as to how many people will start at Tekapo and how many at Glentanner. Mr Gaskill said some people were expecting that over time Tekapo would become the place to start because of ease of access. Other people view starting at Mount Cook as iconic. Others will like the ease of the ride on the canal road.

A member of the public asked if a circular route around Lake Alexandrina would encourage people to stay in Tekapo longer. Mr Gaskill said it wouldn't hurt. Communities needed to think about who would maintain tracks and fund the maintenance before building them.

*Mr Gaskill left the meeting at 7.52pm.*

## **MINUTES:**

The chairman thanked Stella Sweney for standing in as chair at the last meeting. Stella Sweney has given some minor grammatical corrections to Arlene Goss. She also questioned the resolution regarding the Department of Conservation water tanks. The resolution reads that the community board would pay for both the cost and the installation of the tanks. She would like to amend that resolution to only include the cost of the tanks.

Resolved that the resolution regarding a funding request for water tanks in the regional park, recorded in the minutes of the Tekapo Community Board meeting of November 17, 2014, be amended to read "That the community board pay \$6,000 to the regional park to pay for the tanks."

**Stella Sweney/Lyn Martin**

Under Funding Requests, Item 2 – Tekapo Springs Information Centre: An amendment is to be made to change Ms Hemsworth's comments to: "Ms Hemsworth asked why the Tekapo Springs application was considered along with the other information centre and why her application was **not** treated individually on its own merits."

Under Ward Members Report, final comment: An amendment is to be made to change this to; "The Regional Park **campsite** opening is only a couple of weeks away."

Resolved that the minutes of the meeting of the Tekapo Community Board held on October 6, 2014, be confirmed and adopted as the correct record of the meeting with the changes noted above.

**Lyn Martin/Murray Cox**

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

### **1. Civil Defence:**

Ray Gardener and Nathan Hole need to attend the next meeting regarding the Tekapo Emergency Plan.

### **2. Review of Freedom Camping Bylaw and its Alignment with the Freedom Camping Act:**

Draft bylaws are currently out for public consultation. Submissions have been received. A hearing will be held on November 27 in Fairlie. It is important that people make a submission. Discussion was held on whether a community board as a whole, or individual members, could make personal submissions on the draft bylaw.

### **3. Council Owned Units for Worker Accommodation:**

The community development worker is doing some work in this area.

### **4. Walkways and Cycle ways:**

Garth Nixon has put pegs in the ground for a proposed route for the connection to the Alps2Ocean. Community board members have looked at this. Discussion was held on this route as outlined on a map in the agenda at page 10.

Lyn Martin suggested doing some landscaping as part of this work. Further discussion was held on the benefits of using this route. Stella Sweney questioned the location of the information centre in the long term. The chairman said that road frontage needs work. It would be a perfect way to use that ground as it's safe, scenic, gradual. It would need some transition and signage at the Aorangi Crescent end. Garth Nixon said the next step was to get approval from Land Transport because some of it the track is on their land.

Lyn Martin commented that there should be a traffic island at that end of the town. This needs to be discussed with Transit NZ. The community board resolved as follows:

Resolved that the Tekapo Community Board instructs the community facilities manager to prepare specifications for the walkway/cycleway as shown on the plan and bring back the costs of the project to the community board.

**Murray Cox/Alan Hayman**

### **5. Tekapo Plantation: Murray Place/Section A:**

Mr Nixon said the contractor is engaged and work will take place over the next month with fencing and spraying completed. Whitestone will be planting shortly. To be updated at the next meeting.

### **6. Future of Moturiki Island:**

Stephanie Craig said the Department of Conservation is waiting for the winds to die down before visiting the island. They have to get permission to go on the island and put up permanent signage. They have spoken to Ngai Tahu. Someone will inspect the

island at the end of December. They are advising the public not to go to the island. DOC said the trees have been weakened and may fall down, so this is a safety issue.

The chairman asked if part of the restoration would include planting. DOC don't have a firm plan. They want to work out whether it's safe to go there first. Would like to keep the community board updated. Will update the chairman who will forward an email to the community board members. As the town gets busier the island will be visited more often over summer.

Stella Sweney asked if there was an intention to trim trees. Because it's a culturally significant site they cannot just go there and cut down trees. Need to consult with Ngai Tahu first. Do signs prohibit fires? Stephanie Craig said she did not know, but will suggest it and talk with iwi about it. A member of the public asked if they were likely to plant pines or natives. DOC is not looking to plant anything at the moment.

**7. Request to YHA:**

This issue is currently with the Tekapo Property Group.

**8. Litter at the Church of the Good Shepherd:**

Garth Nixon has been in communication with the church regarding litter. This is a work in progress.

**9. Tekapo Squash Club:**

Cr Cox has discussed a move with the squash club committee.

Cr Cox and Garth Nixon have been working on costings for moving the squash club. When they are received there will be discussion with council in regards to funding.

**10. Street Names Commercial Lane:**

An email from Melanie Schauer with a suggestion for a street name is attached to the agenda at page 32. Garth Nixon suggested using the name to build ongoing relationships with iwi. Cr Cox said council was working closely with iwi in the development of the town lakefront area. Stella Sweney asked about the process to introduce numbers once the street is named. Council has a process in place. The chairman said this was urgent and needed to proceed. Lyn Martin asked if this would be a lane, drive, street etc. The community board would leave this decision to the roading manager.

Resolved that the community board recommends to council that the name Rapuwai is suitable as a name for the commercial lane at Tekapo.

**Lyn Martin/Stella Sweney**

Stella Sweney would like an explanation of the name to be included in communications with ratepayers.

**11. Tekapo Promotions Association:**

The chairman and Cr Cox have had an informal discussion with the Tekapo Promotions Association. A community board representative at their meetings would be great. The chairman and Cr Cox have both been members of this association in the past but are not now. Lyn Martin volunteered to do this on behalf of the community board.

**12. Town Projects:**

a. Landscaping the Community Centre Car park.

Garth Nixon said documents have gone out to contractors to price this.

- b. Alps2Ocean Link between Tekapo and Canal Road.  
Start point will be at Alpine Springs Information Centre.
- c. Rock wall extension along Main Road to Aorangi Crescent.  
Garth Nixon has a price for this for the budget of \$30,000 and if the community board are happy to proceed with this work.
- d. Upgrade of Hamilton Drive lookout.  
Bernie Haar to progress this.
- e. Walkway on Lakeside Drive – pruning, landscaping.  
This is regards to pruning and removing pine trees on Lakeside Drive. Is this something we should be talking in the community about? Discussion was held on the approach to take with these trees. An amount has been put aside to deal with this. The chairman thinks we need to go slowly because there will be a radical change to the look of the drive. He suggested thinning and planting at first. Garth Nixon suggested removing 50% to start with. The chairman would like to have a look at it with an expert. He would like to start with the ugly trees. Garth Nixon to talk to contractors regarding this, including the most cost effective way to do it.
- f. Regional Park – community board to fund tanks at \$6000. Need an invoice.

Lyn Martin asked regarding the playground and the solar system project. Cr Cox said he would catch up with the playground committee. Solar system project has applications in to other groups to fund signage and planet signs. It was agreed to add these to the list of projects for future updates.

## **FINANCIAL REPORT TO SEPTEMBER, 2014:**

This report is the financial report for the community board for the period to September 2014, the purpose of which to update board members on the financial performance of the Tekapo Community as a whole for that period. This information is early in the financial year and a lot of the accruals have not been done.

Income is down at the Tekapo community hall this month but is increasing overall. Expenditure is due to the purchase of the screens for the hall. Donations and grants relates to money paid to the Tekapo Promotions Association. Unplanned maintenance on page 25 relates to work on Pioneer Drive clearing wilding trees and grass.

Cr Cox asked regarding the Tekapo School pool. The community board makes a grant towards the running costs because they make the pool available to the public.

Resolved that the report be received.

**Murray Cox/Alan Hayman**

## **MEETING SCHEDULE FOR 2015:**

The purpose of this report is to advise the community board of the scheduled meetings for 2015. The chairman noted that four of the meetings were in the school holidays. He will not make the October one. Cr Cox asked to move the October meeting a week ahead. After discussion the board decided to move this meeting to October 13, 2015. In the winter months the meeting time will go back half an hour.



Resolved:

1. That the report be received.

**Alan Hayman/Murray Cox**

2. That the attached schedule of meetings be noted with the meeting of October 5 moved to Tuesday, October 13.

**Lyn Martin/Murray Cox**

**WARD MEMBER'S REPORT:**

Cr Cox said most of the month has been tied up with the Tekapo Lakefront Development. The plan in the agenda is not the final one, this is ongoing. He has also attended meetings of the Upper Waitaki Water Zone committee. A nutrient allocation group has been set up to set nutrient limits in the basin. Decisions will be made on this by March, 2015.

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

Cr Cox reported that the NZ Motor Caravan Association Park is open. They are getting five or six campervans a night in there. Apart from that the regional park committee are spraying weeds and cutting grass. Water tanks to go in before Christmas.

The chairman reported from the Tekapo Footbridge committee. The buy-a-plank campaign is finished with \$150,000 raised. Part of the NZTA requirement was a peer review and that has been going ahead.

The chairman asked regarding an update from the property group. Cr Cox said some updates are planned before Christmas. There have been delays around doing the storm water and subdivision for stage 1 which includes the new supermarket and main green area. Still looking like construction will start in January/February. In terms of storm water the council has asked the consultants to look at Lakeside Drive as well. Geoff Horler said the storm water is an issue now with Ecan, we can't just discharge it into the waterways. Needs to be treated.

Cr Cox said the lakefront development project has been quite complicated but it does seem to be coming together and we are conscious we need to get out to the public again, but until things are signed off it's hard to do that.

The chairman asked for updates regarding progress across the road from the community hall. Resource consent has been given for the new hotel and they are at the stage to look at building permits. There has been a lot of discussion around traffic and car parks and discussions are being held with the school around traffic issues and options for parking.

Stephanie Craig from DOC said she was leaving the meeting and asked if there was anything to take back to DOC. Cr Cox suggested the draft Freedom Camping Bylaw.

*Stephanie Craig left the meeting.*

**DRAFT TEKAPO PARKING AND LANDSCAPE PLAN:**

Cr Cox said this is the second draft of this report and follows the public drop-in session. He said a lot of the sites on the plan are depicted in concept rather than reality, so there could be changes to parking and buildings. There are still some difficulties around the western car

park with six different options. They haven't really allowed for public toilets and haven't addressed bus shelters. Still no addressing of car parking for boats and caravans, which may have to go outside the VC1 land.

Lyn Martin said there are no cycle stands or racks in the plan. Garth Nixon said these can be incorporated into street furniture. Stella Sweney is concerned about the western car park being a bottleneck with all the traffic passing through that area. Also sees this as an opportunity for the Church of the Good Shepherd to tidy up. There is no real recognition of the concerns of residents regarding that area. A lot of people would like to see buses and campervans restricted to the eastern car park and only cars there. She outlined problems with people visiting the church, including campervans who arrive when it's dark and leave in the morning. This plan doesn't address those problems. The chairman suggested closing off the end of Pioneer Drive. The footbridge is coming into play. Cr Cox said the consultants were asked to look at Hamilton Dr to Tekapo Springs but some of that is missing.

Discussion was held on parking at the Church of the Good Shepherd and whether reducing parking in this area would improve the situation. Providing toilets in the eastern car park might encourage buses to stop there. Weddings at the church are interrupted by people who shouldn't be there.

A member of the public said the issue of buses at the church is the biggest issue. He suggested making buses park outside the town. He said if buses park in town and people have to walk across the bridge to the church this becomes a pilgrimage. The tour companies don't provide anything for the benefit of a free attraction.

Alan Hayman said no buses or campervans should be allowed except for weddings or disabled access.

A member of the public wished to comment on the landscaping. He said the wilding pines were blocking a view coming into the Tekapo. He did not see anything in the report about existing trees and whether they should stay. He likes the general planting at the back which talks about natives. There are some random wilding pines in front of the pub obstructing the view. He wondered if Boffa Miskell should look at existing trees and see if any of them should stay.

A member of the public said the bus parking was not necessary by the church but if buses parked in town they would need to create bigger car parks for buses. Another member of the public said the solar system walk was included, but not shown in the concept plan.

A member of the public said it's a great report but until we know what the buildings are and where they are going it's hard to judge this. Cr Cox said Boffa was continuing to work on this. Trying to get Stage 1 sorted with the western car park was the first step.

Cr Cox will send the community board's feedback to Stephen Gubb for communication with Boffa Miskell and Aurecon.

Lyn Martin asked regarding pedestrian crossing points on the main highway. Geoff Horler said on a state highway you might get an island, but that's all you will get.

## **GENERAL BUSINESS – RABBIT CONTROL:**

A letter from Stephen Hunter is attached to the minutes. He is asking permission to use bait traps in the plantation. He also wants permission to do some regular rabbit extermination around the town. Garth Nixon said the community board does have a budget for pest

control. He supports Mr Hunter's approach. The chairman suggested a quarterly report, or letter on a regular basis would be good to keep the community board informed.

## **GENERAL BUSINESS – GRANT REQUEST FROM AORAKI MULTICULTURAL TRUST:**

Garth Nixon provided some background information regarding the use of the hall by charitable organisations. He said the Aoraki Multicultural Trust was a good cause and suggested they be offered the local user rate. The community board agreed.

The community board would like to see a six monthly report on how the new service is going, how many people are using the service, and what value it is to the community.

### Resolved:

1. That the report be received.

**Stella Sweney/Lyn Martin**

2. That the Tekapo Community Board provide free hall hire by way of a monthly grant to cover hall use by the Aoraki Multicultural Trust. This will equate to approximately \$930 over 12 months hall hire at local user rates, and the community board requested a report on how the service is going in six months.

**Lyn Martin/Alan Hayman**

## **GENERAL BUSINESS – REQUEST FROM TEKAPO SCHOOL REGARDING HALL USE AND GRANT REQUEST TEKAPO SCHOOL JUMBLE SALE:**

These two items were considered together. Garth Nixon said from working with other schools he was aware they had an operational grant to provide certain services. If they did not have a hall there was money in the operational grant to purchase services.

He was concerned with the implications of regular hall use by the school, such as who cleans up after the children. At the moment there was a caretaker doing that work. The school would need to understand the current bookings and how the place was left. He said they currently get a reasonable deal on local user rates and the community board could make grants for one-off events.

The chairman felt the school has had a very good deal from the community board with the use of the hall. Cr Cox said the difficulty if they have open access is that you can't use it for other events. The hall is very well used with a large number of other bookings.

Lyn Martin asked if there was a large space available in the school for sports. No.

The Fairlie school pays \$15 an hour to use the sports hall in Fairlie.

The second request for a grant for the jumble sale was discussed.

Resolved that the Tekapo Community Board will take a case by case approach to applications from the school for hall use and that \$200 towards the use of the hall hire for the jumble sale be granted.

**Alan Hayman/Stella Sweney.**

## **GENERAL BUSINESS – GRANT REQUEST UNIVERSITY OF CANTERBURY:**

A letter from the University of Canterbury requesting a grant towards the cost of a conference is attached.

Cr Cox said the hall was built to host events like this and he would expect them to pay for the hire. The grant should be coming from the University of Canterbury or Earth and Sky as a sponsor. Lyn Martin suggested a compromise of the lower fee. Discussion was held on the role of the University in the town and whether it was a commercial operation. The chairman said they should pay the lower, local rate as they have been in the town a long time.

Resolved that the local rate for hall hire be offered to the University of Canterbury to support two astronomy conferences in the Tekapo Community Hall.

**Alan Hayman/Lyn Martin**

Cr Cox voted against this motion and asked for his vote to be recorded.

# **PUBLIC EXCLUDED:**

Resolved that the public be excluded from the following part of the proceedings of this meeting namely consideration of the item 'New Storm water Line'.

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
New Storm water Line.	Commercial sensitivity	48(1)(a)(i)

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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: *New Storm water line under section 7(2)(b)(ii).*

**Murray Cox/Alan Hayman**

*The Tekapo Community Board continued in open meeting.*

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 10.32PM**

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

**DATE:** \_\_\_\_\_

## TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION:

1. **Civil Defence:**  
Ray Gardener and Nathan Hole need to attend the next meeting regarding the Tekapo Emergency Plan.
2. **Review of Freedom Camping Bylaw and its Alignment with the Freedom Camping Act:**  
New bylaw has been enacted. Remove from list?
3. **Lighting Ordinances:**  
Cr Cox to discuss this with Boffa Miskell.
4. **Council Owned Units for Worker Accommodation:**  
The community development worker is doing some work in this area.
5. **Walkways and Cycle ways:**  
The Tekapo Community Board instructed the community facilities manager to prepare specifications for the walkway/cycleway as shown on the plan and bring back the costs of the project to the community board.
6. **Tekapo Plantation: Murray Place/Section A:**  
Mr Nixon said the contractor is engaged and work will take place over the next month with fencing and spraying completed. Whitestone will be planting shortly. To be updated at the next meeting.
7. **Future of Moturiki Island:**  
DOC to keep the community board updated via the chairman.
8. **Request to YHA:**  
This has been resolved. Remove from list?
9. **Litter at the Church of the Good Shepherd:**  
Garth Nixon in communication with the church regarding litter.
10. **Tekapo Squash Club:**  
Cr Cox and Garth Nixon have been working on costings for moving the squash club. When they are received there will be discussion with council in regards to funding.
11. **Street Names Commercial Lane:**  
The community board resolved to recommend to council that the name Rapuwai is suitable as a name for the commercial lane at Tekapo.  
Remove from list?
12. **Tekapo Promotions Association:**  
Lyn Martin agreed to attend meetings on behalf of the community board.  
Remove from list?

### 13. **Town Projects:**

- a. **Landscaping the Community Centre Car park.**  
Documents have gone out to contractors to price this.
- b. **Alps2Ocean Link between Tekapo and Canal Road.**  
Start point will be at Alpine Springs Information Centre.
- c. **Rock wall extension along Main Road to Aorangi Crescent.**  
Garth Nixon has a price for this within the budget of \$30,000 and work is proceeding.
- d. **Upgrade of Hamilton Drive lookout.**  
Bernie Haar to progress this.
- e. **Walkway on Lakeside Drive – pruning, landscaping.**  
Garth Nixon to talk to contractors regarding the pruning and removal of old pine trees, including the most cost effective way to do it.
- f. **Regional Park** – community board to fund tanks at \$6000.  
Need an invoice.

### 14. **Playground Committee:**

The community board asked that this item be added to the list of matters under action for future updates.

### 15. **Solar System Project:**

The community board asked that this item be added to the list of matters under action for future updates.

### 16. **New Stormwater Line Near Mantra Development:**

The community board approved funding to lay a new stormwater line near the Mantra Development.

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TEKAPO COMMUNITY BOARD  
**SUBJECT:** FINANCIAL REPORT – DECEMBER 2015  
**MEETING DATE:** 26 JANUARY 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 December, 2014, the purpose of which is to update board members on the financial performance of the Tekapo Community as a whole for that period.

Commentary will be provided for any significant variances.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.

<b>PAUL MORRIS</b>	<b>WAYNE BARNETT</b>
<b><u>MANAGER – FINANCE &amp; ADMINISTRATION</u></b>	<b><u>CHIEF EXECUTIVE OFFICER</u></b>

MACKENZIE DISTRICT COUNCIL  
 TEKAPO COMMUNITY BOARD REPORT  
 Activity Statements  
 For the period ended December 2014

	LYTD Actual December 2013	YTD Actual December 2014	YTD Budget December 2014	Variance	Full Year Budget June 2015
<b>Council - General Tekapo</b>					
<b>Tekapo Community Board</b>					
<b>Income</b>					
Targeted Rates	5,700	3,822	3,822	- ✓	7,650
<b>Total Income</b>	<b>5,700</b>	<b>3,822</b>	<b>3,822</b>	<b>- ✓</b>	<b>7,650</b>
<b>Expenses</b>					
Members Expenses	3,498	3,850	3,822	(28) ✗	7,650
<b>Total Expenses</b>	<b>3,498</b>	<b>3,850</b>	<b>3,822</b>	<b>(28) ✗</b>	<b>7,650</b>
<b>Net Operating Surplus/(Deficit)</b>	<b>2,202</b>	<b>(28)</b>	<b>-</b>	<b>28 ✗</b>	<b>-</b>



**Investment****Tekapo Community Board****Income**

Other Income	2,080	-	2,082	(2,082) ✖	4,160
Internal Income	-	-	(2,082)	2,082 ✔	(4,160)
<b>Total Income</b>	<b>2,080</b>	<b>-</b>	<b>-</b>	<b>-</b> ✔	<b>-</b>
<b>Net Operating Surplus/(Deficit)</b>	<b>2,080</b>	<b>-</b>	<b>-</b>	<b>-</b> ✔	<b>-</b>

Tekapo Community Hall  
Tekapo Community Board

Income

Targeted Rates	6,659	4,740	4,740	-	✓	9,476
Other Income	8,897	7,478	10,002	(2,524)	✗	20,000
<b>Total Income</b>	<b>15,556</b>	<b>12,218</b>	<b>14,742</b>	<b>(2,524)</b>	<b>✗</b>	<b>29,476</b>

Expenses

Administration Expenses	2,386	2,258	2,404	147	✓	4,118
Operational and Maintenance	6,868	5,519	9,426	3,907	✓	18,847
Internal interest Expense	751	830	1,295	465	✓	2,506
Depreciation	8,339	4,002	4,002	-	✓	8,010
<b>Total Expenses</b>	<b>18,345</b>	<b>12,609</b>	<b>17,127</b>	<b>4,518</b>	<b>✓</b>	<b>33,481</b>

<b>Net Operating Surplus/(Deficit)</b>	<b>(2,788)</b>	<b>(391)</b>	<b>(2,385)</b>	<b>(7,043)</b>	<b>✓</b>	<b>(4,005)</b>
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**Tekapo Community Sewerage**

**Tekapo Community Board**

**Income**

Targeted Rates	90,564	84,402	84,402	-	✓	168,809
Other Income	921	513	-	513	✓	-
Financial Contributions	4,172	-	-	-	✓	93,594
Internal Interest Income	728	4,166	-	4,166	✓	-
Vested Assets	-	-	-	-	✓	160,000
<b>Total Income</b>	<b>96,385</b>	<b>89,081</b>	<b>84,402</b>	<b>4,679</b>	✓	<b>422,403</b>

**Expenses**

Consultancy Expenses	428	-	-	-	✓	-
Administration Expenses	346	1,299	2,166	867	✓	4,326
Operational and Maintenance	27,477	35,235	35,230	(5)	✗	70,452
Internal interest Expense	-	-	657	657	✓	1,345
Depreciation	44,919	46,338	46,338	-	✓	92,686
<b>Total Expenses</b>	<b>73,170</b>	<b>82,872</b>	<b>84,391</b>	<b>1,519</b>	✓	<b>168,809</b>

**Net Operating Surplus/(Deficit)**

<b>23,214</b>	<b>6,209</b>	<b>11</b>	<b>3,160</b>	✓	<b>253,594</b>
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**Capital Expenditure**

**Sewer**

0288193. Vested Assets	-	-	-	-	✓	160,000
0288401. Sewer Reticulation - Renewal	-	-	3,000	3,000	✓	6,000
<b>Total Sewer Capital Expenditure</b>	<b>-</b>	<b>-</b>	<b>3,000</b>	<b>3,000</b>	✓	<b>166,000</b>

**Tekapo Community Water Supply**

**Tekapo Community Board**

**Income**

Targeted Rates	67,044	54,330	54,330	-	✓	108,661
Other Income	(615)	(1,807)	13,440	(15,247)	✗	26,884
Financial Contributions	5,238	-	-	-	✓	106,895
Internal Interest Income	7,577	9,611	12,235	(2,624)	✗	24,256
Vested Assets	-	-	-	-	✓	77,000
<b>Total Income</b>	<b>79,244</b>	<b>62,134</b>	<b>80,005</b>	<b>(17,871)</b>	<b>✗</b>	<b>343,696</b>

**Expenses**

Consultancy Expenses	440	667	1,614	947	✓	3,226
Administration Expenses	1,837	1,482	1,521	39	✓	2,387
Operational and Maintenance	37,659	27,563	34,128	6,565	✓	68,250
Depreciation	37,757	42,972	42,972	-	✓	85,938
<b>Total Expenses</b>	<b>77,693</b>	<b>72,683</b>	<b>80,235</b>	<b>7,552</b>	<b>✓</b>	<b>159,801</b>

**Net Operating Surplus/(Deficit)**

<b>1,551</b>	<b>(10,550)</b>	<b>(230)</b>	<b>(25,423)</b>	<b>✗</b>	<b>183,895</b>
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**Capital Expenditure**

**Water**

0128211. Treatment - New	18,709	-	18,498	18,498	✓	37,000
0128212. Service Connections - Renew	-	-	540	540	✓	1,075
0128216. Vested Assets	-	-	-	-	✓	77,000
0128251. Reticulation - Renewal	-	-	2,688	2,688	✓	5,377
0128981. Water Meters	-	-	1,500	1,500	✓	3,000
0128999. Transfer to Assets	(18,709)	-	-	-	✓	-
<b>Total Water Capital Expenditure</b>	<b>-</b>	<b>-</b>	<b>23,226</b>	<b>23,226</b>	<b>✓</b>	<b>123,452</b>

Tekapo Domain

Tekapo Community Board

Expenses

Operational and Maintenance

Total Expenses

Net Operating Surplus/(Deficit)

6,095	2,218	-	(2,218)	×	-
6,095	2,218	-	(2,218)	×	-
6,095	2,218	-	(2,218)	×	-

Tekapo Investment Income  
 Tekapo Community Board  
 Income

Targeted Rates	(2,078)	(2,082)	(2,082)	-	✓	(4,160)
Total Income	(2,078)	(2,082)	(2,082)	-	✓	(4,160)
Net Operating Surplus/(Deficit)	(2,078)	(2,082)	(2,082)	-	✓	(4,160)

**Tekapo Stormwater**

**Tekapo Community Board**

**Income**

Targeted Rates	8,820	11,304	11,304	-	✓	22,608
Financial Contributions	-	-	-	-	✓	11,590
Internal Interest Income	1,568	1,700	2,500	(800)	✗	4,733
Vested Assets	-	-	-	-	✓	132,000
<b>Total Income</b>	<b>10,388</b>	<b>13,004</b>	<b>13,804</b>	<b>(800)</b>	<b>✗</b>	<b>170,931</b>

**Expenses**

Consultancy Expenses	419	-	-	-	✓	-
Administration Expenses	-	-	216	216	✓	430
Operational and Maintenance	2,031	5,983	5,598	(385)	✗	11,400
Depreciation	6,962	7,752	7,752	-	✓	15,511
<b>Total Expenses</b>	<b>9,412</b>	<b>13,735</b>	<b>13,566</b>	<b>(169)</b>	<b>✗</b>	<b>27,341</b>

**Net Operating Surplus/(Deficit)**

<b>976</b>	<b>(731)</b>	<b>238</b>	<b>(630)</b>	<b>✗</b>	<b>143,590</b>
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**Capital Expenditure**

**Stormwater**

0578193. Vested Assets	-	-	-	-	✓	132,000
0578456. S/Water Structure - New	-	-	-	-	✓	40,000
0578458. Stormwater Treatment	-	1,202	-	(1,202)	✗	-
<b>Total Stormwater Capital Expenditure</b>	<b>-</b>	<b>1,202</b>	<b>-</b>	<b>(1,202)</b>	<b>✗</b>	<b>172,000</b>

Tekapo Township

Tekapo Community Board

Income

Targeted Rates	143,334	198,168	198,168	-	✓	396,351
Other Income	235	117	4,278	(4,161)	✗	8,560
Internal Interest Income	-	205	-	205	✓	-
<b>Total Income</b>	<b>143,569</b>	<b>198,490</b>	<b>202,446</b>	<b>(3,956)</b>	<b>✗</b>	<b>404,911</b>

Expenses

Employment Expenses	311	-	-	-	✓	-
Administration Expenses	9,014	18,042	13,884	(4,158)	✗	22,377
Operational and Maintenance	71,261	86,599	191,256	104,657	✓	382,534
Depreciation	8,649	10,734	10,734	-	✓	21,477
Internal Charges	1,463	-	-	-	✓	-
<b>Total Expenses</b>	<b>90,698</b>	<b>115,375</b>	<b>215,874</b>	<b>100,499</b>	<b>✓</b>	<b>426,388</b>

<b>Net Operating Surplus/(Deficit)</b>	<b>52,871</b>	<b>83,115</b>	<b>(13,428)</b>	<b>(104,455)</b>	<b>✓</b>	<b>(21,477)</b>
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Capital Expenditure

Recreational Facilities

1248917. Aorangi Cres Upgrade	906	-	-	-	✓	-
1248940. Furniture & Fittings - Other	20,444	10,207	-	(10,207)	✗	-
1248978. Resurfacing Tennis Court	15,076	-	-	-	✓	-
1248999. Transfer to Assets	(45,173)	-	-	-	✓	-
<b>Total Recreational Facilities Capital Expenditure</b>	<b>(8,747)</b>	<b>10,207</b>	<b>-</b>	<b>(10,207)</b>	<b>✗</b>	<b>-</b>



MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD  
Detailed Expenses Report  
For the period ended December 2014

	LYTD December 2013	YTD Actual December 2014	YTD Budget December 2014	Variance		Full Year Budget June 2015
<b>Tekapo Township</b>						
<b>Tekapo Community Board</b>						
<b>Expenses</b>						
<b>Administration Expenses</b>						
0544485. Donations & Grants	1,533	12,748	1,152	(11,596)	✗	2,303
05444851. Promotions Ass ex Meridian	-	-	4,278	4,278	✓	8,560
05444852. Promotions Ass ex Comm Bd	-	-	3,054	3,054	✓	6,114
0544540. Telephone and Tolls	144	-	-	-	✓	-
0544615. Rates	7,337	5,294	5,400	106	✓	5,400
<b>Total Administration Expenses</b>	<b>9,014</b>	<b>18,042</b>	<b>13,884</b>	<b>(4,158)</b>	<b>✗</b>	<b>22,377</b>
<b>Operational and Maintenance</b>						
0545020. Gardening	7,633	17,345	8,232	(9,113)	✗	16,465
0545021. Contractors	343	804	774	(30)	✗	1,554
0545022. Mtce of Irrigation Equipment	-	225	918	693	✓	1,842
0545023. Water Meter	155	-	-	-	✓	-
0545025. Lawn Mowing	15,316	12,990	19,218	6,228	✓	38,443
0545027. Repairs & Maint Unplanned	1,063	3,835	1,152	(2,683)	✗	2,303
0545028. Pest Control	-	-	2,754	2,754	✓	5,506
0545029. Tree Maintenance & Pruning	208	950	1,056	106	✓	2,109
0545035. Playground Maintenance	1,106	1,725	1,752	27	✓	3,509
0545041. Litterbin waste disposal fees	-	-	816	816	✓	1,631
0545042. Litter Bin Collection	18,670	28,529	19,590	(8,939)	✗	39,177
0545078. Spraying	-	-	1,620	1,620	✓	3,240
0545303. Walkways	-	499	2,646	2,147	✓	5,294
0545351. Tekapo School Pool	-	435	288	(147)	✗	576
0545604. Tekapo Township Projects	26,767	19,263	130,440	111,177	✓	260,885
<b>Total Operational and Maintenance</b>	<b>71,261</b>	<b>86,599</b>	<b>191,256</b>	<b>104,657</b>	<b>✓</b>	<b>382,534</b>

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TEKAPO COMMUNITY BOARD

**SUBJECT:** 30 YEAR INFRASTRUCTURE PLAN

**MEETING DATE:** 26<sup>th</sup> JANUARY 2015

**REF:**

**FROM:** ASSET MANAGER

**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

To advise and consider the long term projections for delivery of the 3 waters service to Tekapo as proposed in the draft 30 Year Infrastructure Plan and the 2015-25 Long Term Plan.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That the Infrastructure renewal and upgrade programme as presented in the 30 Year Infrastructure Plan, be approved for inclusion in the 2015-25 Long Term Plan and its subsequent consultation.

**BERNIE HAAR**  
**ASSET MANAGER**

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

## **BACKGROUND:**

Section 93 of the Local Government Act 2002 every Local Authority must have a long term plan and it must cover a period of not less than 10 consecutive financial years. Section 101A of that same act every Local Authority must prepare and adopt a financial strategy for all of the consecutive years of the long term plan.

As a consequence generally, Asset Management Plans covered that same period. This council has previously looked out 30 years for pipeline replacement as we know that the Asbestos Cement pipework is a problem with only a limited life.

The Local Government Act 2002 – Amendment (No3) section 101B requires every Local Authority as part of its long-term plan, prepare and adopt an infrastructure strategy for a period of at least 30 consecutive financial years.

The purpose of the infrastructure strategy is to—

- “identify significant infrastructure issues for the local authority over the period covered by the strategy; and
- “identify the principal options for managing those issues and the implications of those options.

This Strategy is developed from the relevant Activity Management Plans and then the projects flow from them into the Long Term Plan.

Staff have been preparing the draft 30 Year Infrastructure Strategy covering the 3 waters (Stormwater, Sewer and Water Supply) and Roading. The information that informs the basis of this document comes from various sources, the most important are the two asset management systems, those being Asset Finda for the 3 waters and RAMM for the transportation section. Staff and Contractor knowledge also plays a big part in developing the strategy.

## **ATTACHMENTS:**

Appended to this report are two separate documents:

1. Mackenzie District Council – Infrastructure Strategy – The Next 30 Years
2. Twizel - Water Supply Network AC Pipelines – Renewal Strategy, prepared by Opus International Consultants Ltd

## **POLICY STATUS:**

## **SIGNIFICANCE OF DECISION REQUESTED:**

All of these assets are identified in Council’s Significance and Engagement Policy as strategic assets and as such will require a degree of consultation with our stake

holders. The requirements of that engagement will be satisfied by the inclusion of the key aspects of this strategy in the LTP and its subsequent consultation.

### **ISSUES AND OPTIONS:**

The two documents cover in detail the various issues and the strategies required to deal with them.

### **CONSIDERATIONS:**

#### **Legal Considerations:**

#### **Financial Considerations:**

The 30 Year Strategy along with the AC report that details the need to replace the aging AC pipe potentially have a considerable burden on the various communities and it is not intended to discuss this in this report. The projections contained in the strategy will be included in the Council's Financial Strategy being prepared as part of the Long Term Plan.

This document will allow consideration of all financial projections instead of considering them in isolation if we discussed them here.

#### **Other Considerations:**

None

### **CONCLUSION:**

Each of the communities have their own issues to deal with over the next 30 years. Some are common across each community and some are unique to that community. Unfortunately there is very little room to vary these renewals in particular. We aging infrastructure that has to be replaced if the same level of service is to remain.

It is recommended that the level of renewals and replacements as indicated in the 30 Year Infrastructure Strategy be included in the LTP for consideration.

PO Box 197  
Lake Tekapo  
7945  
6 January 2015

Mackenzie District Council  
PO Box 52  
Fairlie  
7949

**Re: Application for Land use Consent**

Dear Sir/Madam,

With reference to previous discussions with Anastasia Blignaut who has been most helpful in assisting us in understanding the required process, enclosed find our completed application for Land Use Consent along with supporting documents.

In this regard, we wish to operate a mobile coffee van serving beverages from the existing parking area located on the corner of Hamilton Drive & SH8.

**Rationale for selection of this site:**

- There is currently a clearly demarcated, well laid out lookout area with ample facilities and parking space which is currently under utilised
- A service of the intended nature at this chosen location will encourage motorists and visitors to use the allocated parking area in a safe and controlled manner. Currently west bound motorists are pulling off or stopping illegally on the side of the road of SH8 on initial view of the lake.
- This service operating from this safe site will also provide a means of rest and revival for motorists while they enjoy the view of Lake Tekapo whilst potentially drinking a coffee
- The demarcated lookout point provides for safe entry and exit from the flow of main traffic

During the provision of this service we will ensure that health and safety is at the forefront of all operations. In this regard:

- Our mobile coffee van will not obstruct traffic in any way
- We will comply with all of the relevant council health, environment & safety considerations and we will honour all bylaws including removal of any litter generated



Figure 1 - Proposed Site where we wish to operate mobile coffee van

Kindly contact me on 021 801 216 in order that I can provide VISA details for payment purposes for the application process.

Please let me know should you require any further information in support of this application.

Kind regards,

Steve & Vic Howes

Shot@Tekapo

Mobile: 021 801 216

[steveh@instantss.co.nz](mailto:steveh@instantss.co.nz)





MACKENZIE DISTRICT COUNCIL  
APPLICATION FOR LAND USE CONSENT  
RESOURCE MANAGEMENT ACT 1991

To: Mackenzie District Council  
PO Box 52  
FAIRLIE

Phone: (03) 685-9010  
Fax: (03) 685-8533

I/We

STEVEN JACK HOWES & VICKI ANNE HOWES  
(Full Name)

Of

PO BOX 197, LAKE TEKAPO, 7945

(Postal Address of Applicant)

apply for the resource consent described below.

1. Names and address of the owner and occupier of the land to which the application relates other than the applicant are:

STEVE & VIE HOWES  
17 LOCHINVER AVENUE, LAKE TEKAPO, 7945

2. This application relates to the following site:

Street Address:	CNR HAMILTON DRIVE & SH8 - LOOKOUT & PARKING AREA.
Legal Description:	
Certificate of Title:	
Valuation Number:	

3. Description of Proposed Activity (see attached explanatory notes):

OPERATIONAL OF A MOBILE COFFEE VAN SERVING HOT BEVERAGES. PLEASE REFER TO OUR COVERING APPLICATION LETTER.

## 4. Additional resource consents required in relation to this application:

	Granted	Applied For	To be applied for	N/A
Water Permit				✓
Discharge Permit				✓
Subdivision Consent				✓
Other				✓

## 5. I/We provide the following information in support of this application to satisfy the requirements of Section 88 (2) of the Resource Management Act 1991:

- ☐ An Assessment of Environmental Effects (see attached explanatory notes). This is compulsory and should be relevant to the scale of the proposal.
- ☐ Information required demonstrating compliance with rules, policies and objectives of the District Plan (see attached explanatory notes).
- ☐ Signed affected persons approval forms or a list of names and addresses of all adjoining landowners and occupiers with a plan showing the locations of these properties.

## 6. I/We attach a scaled site plan showing:

- Location of all existing and proposed buildings and distances to boundaries.
- Location of trees, streams or other landscape features.
- Existing and proposed access points and internal roading.
- Existing and proposed car parking areas.
- Location of existing septic tanks and effluent drainage lines.
- Details of existing and proposed landscaping.
- Location of existing and proposed signs.
- Areas and dimensions of property.
- Roads onto which the property has frontage.

7. I/We enclose the required deposit fee of:  
(See schedule of fees and charges)

\$ 450.00

PLEASE CALL FOR VISA DETAILS  
021 801 216

## 8. Address for Service of Applicant:


PO BOX 197
LAKE TEKAPO
7945

Telephone No(s):

Fax No(s):

Email:

021 801 216 / 021 801 058
STEVE.H@INSTANTES.CO.NZ

  
Signature of applicant or person authorised to sign on behalf of applicant

06-01-2015  
Date