



## **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 Monday 27 January, 2014, at 4pm.*

**VENUE:** Council Service Centre, Twizel

**BUSINESS:** As per agenda attached

WAYNE BARNETT  
CHIEF EXECUTIVE OFFICER



## **Twizel Community Board**

Agenda for Monday 27 January 2014

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### **1. APOLOGIES**

### **2. DECLARATIONS OF INTEREST**

### **3. MINUTES:**

Confirm and adopt as the correct record the Minutes of the meeting held on Monday 18 November 2013.

MATTERS UNDER ACTION

### **4. REPORTS:**

1. Financial Report – December 2013
2. Requests for Grants
  - High Country Medical Trust
  - SADD Twizel
  - Ben Ohau Golf Club
3. First Tree Planting Twizel Plaque.
4. Twizel Youth Centre.
5. Ward member's report (verbal report).
6. Reports from members who represent the Community Board on other committees (verbal report).

### **5. GENERAL BUSINESS:**

1. Rubbish Disposal (letter from Bruce McCormick attached)
2. TPDA Events Centre (discussion only)
3. A2O Car Parking, Cycle Storage, Luggage Store (email from Phil Rive is attached)
4. Overnight camping (discussion only)
5. Rules and charges for mulcher/chipper (copy of a report from 2009 is attached to provide background information)
6. Areas of Responsibility (discussion only):
  - Ruataniwha
  - Green-Ways
  - Northwest Arch
  - River Group
  - Town Square and Trees

### **6. PUBLIC EXCLUDED:**

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

1. Genesis Canal Roding Plan (verbal report from the Chairman).

<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>
Genesis Canal Roading Plan	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: *Genesis Canal Roading Plan section 7(2)(b)(ii)*.

# MACKENZIE DISTRICT COUNCIL

## MINUTES OF A MEETING OF THE TWIZEL COMMUNITY BOARD HELD IN THE SERVICE CENTRE, TWIZEL ON MONDAY 18 NOVEMBER 2013 AT 4:00PM

### PRESENT:

John Bishop  
Bruce White  
Phil Rive  
Pat Shuker  
Cr Russell Armstrong

### IN ATTENDANCE:

Bernie Haar (Asset Manager)  
Paul Morris (Manager Finance and Administration)  
Garth Nixon (Community Facilities Manager)  
Keri-Ann Little (Committee Clerk)

### I WELCOME:

The Manager Finance and Administration on behalf of the Chief Executive Officer welcomed all present to the first regular meeting of the Twizel Community Board for the new triennium.

### II APOLOGIES:

Resolved: that an apology be received from the Chief Executive Officer.

**John Bishop/ Phil Rive**

### III DECLARATIONS OF INTEREST:

There were no declarations of interest.

### IV MINUTES:

Resolved that the minutes of the meeting of the Twizel Community Board held on 21 October and 24 September 2013 be confirmed and adopted as the correct record of the meeting.

**John Bishop/ Pat Shuker**

### V ELECTION OF CHAIRPERSON:

The Manager Finance and Administration called for nominations for the position of Chairperson.

#### Motion:

That John Bishop be nominated as the Chairperson of the Twizel Community Board

**Phil Rive/ Bruce White**

There were no further nominations. The motion was put and carried and the Manager Finance and Administration declared John Bishop to be the Chairman of the Twizel Community Board.

Mr Bishop thanked the Community Board for their nomination and said over the last 6 years the board has been very active and worked well collectively together, he would like the same level to continue. Mr Bishop said if a board member is approached from a member of the public in regards to a complaint please ask them to put their concern/complaint in writing and state you will bring their letter to the next board meeting for discussion, don't promise them an outcome as this will be discussed and the person then notified of the outcome.

Mr Bishop said in regards to late items these are not favoured but in some instances are unavoidable.

Mr Bishop concluded by thanking the board again for their support.

### 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:**

##### 1. Walkways:

Tekapo Drive from Mackenzie to Glen Lyon -

Front of Town from Ruataniwha to Ostler Road – *frontage is looking good.*

##### 2. Tekapo Drive:

*Levelling and resowing completed - rolled again in the spring. Tekapo Drive track has been sprayed. Garth asked as to what level of spraying regarding other tracks. Several different levels of spraying required which needs to be identified.*

Improve irrigation

Mulch trees

Supplement planting – *tree planting underway.*

##### 3. Lake Ruataniwha:

Bollard fencing – *Estimates previously and processing through these with assistance from Town Manager in regards to speaking with contractors. The bottom section by the start and the road way section will be undertaken first. Budget review will follow.*

Tree felling

New road way

##### 4. Frontage Planting:

New planting on Glen Lyon Road – *Planting list*

Extent Doc plantings. Plants delivered 20 November 2013.

##### 5. Greenway fencing – *Garth to commission next two green ways which are in the pipeline.*

*Paths off Mackenzie Drive filled in with the other walkway materials out the front. High standard to continue as was set at Maryburn. Reconstruct edging will be undertaken with a peg of steel driven down through the edging assisting with keeping the edging in place and secure.*

##### 6. Cemetery:

Tree removal and improvements:

Gates at entrance/fenced off from Pony Club/Pedestrian gate into cemetery

##### 7. Stump grinding – *A list has been made of 56 stumps. Garth awaiting an estimated cost from Dave.*

#### 3. **Market Place Signs:**

*Awaiting an information sign to be added below the Mackenzie District Council sign.*

#### 4. **Public Toilets:**

*The situation is will be spoken later in the meeting.*

## VI ELECTION OF DEPUTY CHAIRPERSON:

The Chairman called for nominations for the position of Deputy Chairperson.

### Motion:

That Phil Rive be nominated as Deputy Chairman of the Twizel Community Board.

**John Bishop/ Bruce White**

There were no further nominations. The motion was put and carried and the Chairman declared Phil Rive to be the Deputy Chairman of the Twizel Community Board.

## VII REPORTS:

### 1. STANDING ORDERS:

The Local Government Act 2002 requires each council to adopt a set of standing orders. These apply to full council meetings, committee and community board meetings and provide the basis for orderly conduct of meetings and in particular certain rules defining the rights of Chairs and members to address meetings. Many councils adopt *Model Standing Orders for Meetings of Local Authorities and Community Boards – NZS9202:2003*.

### Resolved:

1. That the report be received.

**Russell Armstrong/ Pat Shuker**

### Resolved:

2. That New Zealand Standard Model Standing Orders NZS 9202:2003 be adopted with the following amendment:

Clause 3.14.2 is deleted and replaced with the following:

*That the Chairperson or other person presiding at the meeting*

*a) has a deliberate vote; and*

*b) in the case of an equality of votes has a casting vote*

**Russell Armstrong/ Phil Rive**

## 2. MEETING SCHEDULE FOR 2014:

This report from the Chief Executive Officer spoken to by the Manager Finance and Administration is to advise the Community Board of the schedule of meetings for Twizel Community Board for 2014.

### **TWIZEL COMMUNITY BOARD**

**(Starting at 4.00 pm in the summer and 3.00 pm in June and July)**

Monday 27 January 2014

Monday 10 March 2014 (including consideration of budgets for 2014/2015)

Tuesday 22 April 2014 (Tuesday to allow for Easter Monday)

Tuesday 3 June 2014 (Tuesday to allow for Queens Birthday)

Monday 14 July 2014

Monday 25 August 2014

Monday 6 October 2014

Monday 17 November 2014

#### Resolved:

1. That the report be received.
2. That the attached schedule of meetings be noted.

**John Bishop/ Russell Armstrong**

## 3. ROLES OF COMMUNITY BOARDS:

This report outlined roles of community boards and for the board to adopt the attached discussion paper detailing how Council and Community Boards will fulfil their respective roles.

#### Resolved:

1. That the report and attached discussion paper be received.
2. That the discussion document detailing how Council and Community Boards will fulfil their respective roles be adopted.

**Bruce White/ Phil Rive**

## 4. REMUNERATION OF ELECTED MEMBERS:

This report is for members to adopt a policy for reimbursement of expenses by elected members.

#### Resolved:

1. That the report be received.
2. That the policy of reimbursement of expenses by elected members be adopted.

**Russell Armstrong/ Phil Rive**

5. LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968 – REGISTER OF MEMBERS' INTERESTS:

The purpose of this report from the Manager Finance and Administration was to provide information about the *Local Authorities (Members' Interests) Act 1968* and in particular about good practice regarding compliance with the Act.

The Manager Finance and Administration spoke to the report with the aid of an example of conflict of interest's register of member's interest and frequently asked questions.

Resolved:

1. That the report be received.
2. That the elected members provide details of their declared business interests and spouse/partner declared business interests for inclusion in a Mackenzie District Council Register of Members' Interests.

**Phil Rive/Russell Armstrong**

6. FINANCIAL REPORT:

The Manager Finance and Administration's provided a financial report to the Board for the period to September 2013, the purpose of which is to update Board members on the financial performance of the Twizel Community as a whole for that period.

Mr Morris explained the format of the report to board members highlighting and discussing any variances. Mr Morris said he is happy to talk to all members individually to assist with understanding the financial reporting.

Resolved:

1. That the report be received.

**John Bishop/ Pat Shuker**

7. GRANT APPLICATION:

A letter from Liz Murray on behalf of the Combined Services Art Section was included in the agenda.

The Combined Services Art Section has hired the Events Centre Lounge for the upcoming Labour Weekend Art Exhibition (Saturday 26 and Sunday 27 October).

The letter from Ms Murray asked the board to allow them to utilise the Events Centre Lounge free of charge for the Friday afternoon set up.

Mr Nixon said an estimate set-up fee of \$30-\$70 would be expected.

Resolved:

1. That the report be received.
2. That the community board grant the Combined Services Art Section to use the Events Centre Lounge free of charge during the afternoon of Friday 25 October for the purpose of set up.

**Bruce White/ Russell Armstrong**



## 8. TWIZEL WATER SUPPLY:

This report from the Asset Manager was to update the Community Board on the decisions taken by the Mackenzie District Council in October 2013 on the future of the Twizel water supply and the progress towards meeting the Drinking Water Standards (DWS)

Mr Haar was assisted by the Mackenzie District Council Twizel Water Supply options report supplied by Opus International Consultants.

## **VIII GENERAL BUSINESS:**

### 1. CONFIRM AND ADOPT GREENWAY STRATEGY:

A verbal report was supplied by the Community Facilities Manager.

The Chairman said a preliminary meeting was held several weeks ago in regards to moving the greenway strategy forward with community board members.

Resolved: that the Twizel Community Board fully supports the adoption of the current greenway strategy

**John Bishop/ Pat Shuker**

### 2. TWIZEL TOILETS:

A progress report and update was supplied by the Community Facilities Manager in regards to the Twizel Toilets. Mr Nixon said the tender process will start in the New Year with both original and alternative options being advertised for tender. Mr Nixon said the engineering firm will start completing the engineer design works on 3-4 December 2013.

Mr Nixon apologised for the delay but explained a lot was out of his control as he had to keep the cost in check.

### 3. DOG INCIDENT:

The Manager Planning and Regulations was absent from today's meeting. The Chairman has spoken to Mr Hole in relation to this incident. The Chairman spoke to Ms Duncan and said it is very difficult to track the owner of the dog down which was uncontrolled, entered her property and harassed her dogs. The dog in question was not a local dog.

Resolved: that the community board instruct Mr Hole to write a letter to Ms Duncan stating her letter was received, discussed and this issue will be discussed in further detail with the new Dog Control Officer.

**Phil Rive/ Russell Armstrong**

### 4. TWIZEL MARKET PLACE PLAYGROUND:

A letter of correspondence was forwarded as a late item to community board members regarding Twizel Market Place Playground.

The letter from Rachel Sheridan is in relation to fully fencing the playground at Market Place.

Mr White said he had asked community members using the park if the current fencing was adequate and the response he received was very positive.

Resolved: That the Community Board decline Ms Sheridan's request to fence the playground. And instruct the Community Facilities Manager to write a letter of response to Ms Sheridan.

**Pat Shuker/ Phil Rive**

5. END OF YEAR ASSEMBLY:

A letter tabled by the Chairman from the Deputy Principle of Twizel Area School, Neil Potter, inviting the Community Board to donate towards a student prize as they have done in previous years.

Mr Potter said in the past cash donations have been preferred as students receive book vouchers but the School would be grateful to receive any suitable contributions.

The Chairman said last year a \$100 cash donation was supplied.

Resolved: that the Twizel Community Board donates \$100 to the Twizel Area School for the purpose of a student prize at the 2013 End of Year Assembly.

**Phil Rive/ Bruce White**

6. PARKING ON FOOTPATHS:

The Chairman informed the board that he has noticed an alarming number of vehicles now being parked on the footpaths around town this is providing a nuisance and safety risk for people using scooters and pushing prams to be able to access the footpath safely instead having to venture out on to the road to pass the parked vehicles.

The Chairman said he has discussed this with the Police but they responded that this is hard to police as there are no gutters, the Chairman replied by stating that there is two different forms of seal now being used, one for the footpath and one for the road itself to try and help distinguish between the two and deter vehicle users from parking on the footpath.

The Chairman said he will undertake to draft a notice to be advertised in the Twizel Update in regards to parking etiquette. The Chairman will also ask for feedback from the Police.

7. WARD MEMBERS REPORT:

Councillor Armstrong reported:

- The Council has adopted the Annual Report
- I am the Council representative on the for Alps to Ocean Committee
- James Leslie is the Council representative on the Pukaki Airport Board, Canterbury Regional Transport Committee and the Canterbury Waste Joint Committee.

8. REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

There was no business reported from other board members.

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 6:00PM**

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

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

## MATTERS UNDER ACTION – 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:**

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##### **2. Tekapo Drive:**

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##### **3. Lake Ruataniwha:**

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##### **4. Frontage Planting:**

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##### **6. Cemetery:**

Tree removal and improvements:

Gates at entrance/fenced off from Pony Club/Pedestrian gate into cemetery

##### **7. Stump grinding – A list of 56 stumps. Garth awaiting an estimated cost from Dave.**

#### **3. Market Place Signs:**

Awaiting an information sign to be added below the Mackenzie District Council sign. This has now been completed.

#### **4. Public Toilets:**

Agenda item – today's meeting. Tender process start in New Year with both original and alternative options being advertised for tender.

#### **5. Bike Lockup:**

Keep in mind opportunities for A2O bike parking.

**6. Market Place Carpark Upgrade:**

Cr Bishop asked for progress from Whitestone in regards to the Town Square/Market Place Carpark Upgrade. Cr Bishop suggest The Asset Manager keep onto Whitestone to make sure the upgrade is programmed in as Whitestone have voiced that they are very busy at the moment and the tender did say would be finished before the end of November.

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TWIZEL COMMUNITY BOARD  
**SUBJECT:** FINANCIAL REPORT – DECEMBER 2013  
**MEETING DATE:** 27 JANUARY 2014  
**REF:** FIN 1/2/4  
**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 December 2013, 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.

<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  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

Council - General Twizel  
Twizel Community Board

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Income</b>						
Targeted Rates	4,548	4,699	4,698	1 ✓		9,396
<b>Total Income</b>	<b>4,548</b>	<b>4,699</b>	<b>4,698</b>	<b>1</b>		<b>9,396</b>
<b>Expenses</b>						
Members Expenses	4,521	4,267	4,698	431 ✓	1	9,396
Administration Expenses	-	-	-	- ✓		-
Operational and Maintenance	11	-	-	- ✓		-
Internal Charges	-	-	-	- ✓		-
<b>Total Expenses</b>	<b>4,532</b>	<b>4,267</b>	<b>4,698</b>	<b>431</b>		<b>9,396</b>
<b>Operating Surplus/(Deficit)</b>	<b>16</b>	<b>432</b>	<b>-</b>			<b>-</b>

Variance Analysis

1. Determination from Remuneration Authority is lower than the budget allowance.

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
Operating Reserves						
Opening Balance	-	-	-			-
Operating Surplus/(Deficit)	16	432	-			-
Transfers between Reserves	-	-	-			-
<b>Total Operating Reserves</b>	<b>16</b>	<b>432</b>	<b>-</b>	<b>-</b>		<b>-</b>

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
Investment						
Twizel Community Board						
Income						
Other Income	2,238	2,240	2,239	1	✓	-
Targeted Rates	(2,238)	(2,240)	(2,239)	(1)	✗	-
Total Income	-	-	-	-		-
Total Investment	-	-	-	-		-

Variance Analysis

No significant variance from budget



MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

Twizel Community Water Supply  
Twizel Community Board

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Income</b>						
Targeted Rates	62,345	148,663	148,584	79		297,168
Other Income	-	(2,968)	-	(2,968)	1	30,000
Financial Contributions	5,238	1,151	-	1,151	2	-
Internal Interest Income	14,943	12,737	7,428	5,309	3	14,856
Vested Assets	-	-	-	-		49,776
<b>Total Income</b>	<b>82,526</b>	<b>159,583</b>	<b>156,012</b>	<b>3,571</b>		<b>391,800</b>
<b>Expenses</b>						
Consultancy Expenses	-	1,068	252	(816)		5,803
Administration Expenses	1,832	1,418	1,746	328		3,492
Operational and Maintenance	89,555	62,252	86,730	24,478	4	173,460
Internal interest Expense	-	-	-	-		-
Depreciation	76,206	79,655	79,656	1		159,312
Internal Charges	-	-	-	-		-
<b>Total Expenses</b>	<b>167,594</b>	<b>144,393</b>	<b>168,384</b>	<b>23,991</b>		<b>342,067</b>
<b>Operating Surplus/(Deficit)</b>	<b>(85,067)</b>	<b>15,191</b>	<b>(12,372)</b>			<b>49,733</b>

Variance Analysis

1. Reversal of over accrued revenue from water billings for the year ended 30 June 2013 has created this unfavourable variance
2. Unbudgeted Financial contributions received. This is dependent on developer activity
3. Capital reserve expenditure is not proceeding at the same pace as was budgeted. Therefore there is a positive capital reserve balance for a longer period. This has created this favourable variance.
4. Lower than expected Contractor costs (\$11,455) and Electricity costs (\$8,143) have contributed to this favourable variance.

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Operating Reserves</b>						
Opening Balance	11,327	-	-			-
Operating Surplus/(Deficit)	(85,067)	15,191	(12,372)			49,733
Transfer - Capital Expenditure	-	(67,846)	(984,762)			(1,969,524)
Transfers between Reserves	-	-	-			-
Transfer Capital Expenditure to Capital Reserve	-	67,846	984,762			1,969,524
Add back Non Cash Items	76,206	79,655	79,656			159,312
Transfer Funded Depreciation to Capital Reserve	(76,206)	(79,655)	(79,656)			(159,312)
Transfer Vested Assets to Capital	-	-	-			(49,776)
Transfer Interest to Capital Reserve	-	-	-			-
Transfer to Capital Financial Contributions	(5,238)	(1,151)	-			-
<b>Total Operating Reserves</b>	<b>(78,978)</b>	<b>14,039</b>	<b>(12,372)</b>	-		<b>(43)</b>
<b>Capital Reserves</b>						
Opening Balance	1,295,111	1,326,871	1,161,730			1,161,730
Transfer Capital Expenditure from Operating Reserve	-	(67,846)	(984,762)			(1,969,524)
Transfer - Vested Assets	-	-	-			49,776
Transfer - Interest Earned	-	-	-			-
Transfer - Financial Contributions	-	-	-			-
Transfer Funded Depreciation from Operating Reserves	76,206	79,655	79,656			159,312
Transfer - from Operating Reserve	-	-	-			-
<b>Total Capital Reserves</b>	<b>1,371,317</b>	<b>1,338,681</b>	<b>256,624</b>	-		<b>(598,706)</b>
<b>Capex</b>						
Capital Expenditure	56,740	67,846	984,756			2,019,288
<b>Total Capex</b>	<b>56,740</b>	<b>67,846</b>	<b>984,756</b>	-		<b>2,019,288</b>

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Twizel Community Sewerage</b>						
<b>Twizel Community Board</b>						
<b>Income</b>						
Targeted Rates	26,732	65,593	65,592	1		131,184
Other Income	629	949	-	949		-
Financial Contributions	8,338	3,765	-	3,765	1	-
Internal Interest Income	11,758	10,792	19,290	(8,498)	2	38,580
Vested Assets	-	-	-	-		77,088
<b>Total Income</b>	<b>47,458</b>	<b>81,099</b>	<b>84,882</b>	<b>(3,783)</b>		<b>246,852</b>
<b>Expenses</b>						
Consultancy Expenses	-	1,111	252	(859)		5,803
Administration Expenses	3,100	119	1,728	1,609	3	3,456
Operational and Maintenance	13,932	19,320	19,110	(210)		38,220
Depreciation	58,506	61,151	61,152	1		122,304
Internal Charges	-	-	-	-		-
<b>Total Expenses</b>	<b>75,538</b>	<b>81,702</b>	<b>82,242</b>	<b>540</b>		<b>169,783</b>
<b>Operating Surplus/(Deficit)</b>	<b>(28,080)</b>	<b>(603)</b>	<b>2,640</b>			<b>77,069</b>

*Variance Analysis*

1. Unbudgeted Financial contributions received. This is dependent on developer activity
2. Capital reserve balance has not reached the anticipated value as budgeted. This has led to a lower than anticipated level if internal income.
3. Lower than anticipated insurance costs to date (\$1,452) has contributed to this variance. This is expected to correct over the remaining 6 months

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Operating Reserves</b>						
Opening Balance	5,880	-	-			-
Operating Surplus/(Deficit)	(28,080)	(603)	2,640			77,069
Transfer - Capital Expenditure	(12,664)	(15,662)	(25,002)			(50,004)
Transfers between Reserves	-	-	-			
Transfer Capital Expenditure to Capital Reserve	12,664	15,662	25,002			50,004
Add back Non Cash Items	58,506	61,151	61,152			122,304
Transfer Funded Depreciation to Capital Reserve	(58,506)	(61,151)	(61,152)			(122,304)
Transfer Vested Assets to Capital	-	-	-			(77,088)
Transfer Interest to Capital Reserve	-	-	-			-
Transfer to Capital Financial Contributions	(8,338)	(3,765)	-			-
<b>Total Operating Reserves</b>	<b>(30,538)</b>	<b>(4,367)</b>	<b>2,640</b>	-		<b>(19)</b>
<b>Capital Reserves</b>						
Opening Balance	1,012,824	1,122,762	1,043,125			1,043,125
Transfer Capital Expenditure from Operating Reserve	(12,664)	(15,662)	(25,002)			(50,004)
Transfer - Vested Assets	-	-	-			77,088
Transfer - Interest Earned	-	-	-			-
Transfer - Financial Contributions	8,338	3,765	-			-
Transfer Funded Depreciation from Operating Reserves	58,506	61,151	61,152			122,304
Transfer - from Operating Reserve	-	-	-			-
<b>Total Capital Reserves</b>	<b>1,067,004</b>	<b>1,172,015</b>	<b>1,079,275</b>	-		<b>1,192,513</b>
<b>Capex</b>						
Capital Expenditure	24,477	15,662	25,002			127,092
<b>Total Capex</b>	<b>24,477</b>	<b>15,662</b>	<b>25,002</b>	-		<b>127,092</b>

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

Twizel Stormwater									
Twizel Community Board									
Income									
Targeted Rates	19,548	13,590	13,590			(0) X			27,180
Financial Contributions	-	3,860	-			3,860 ✓	1		-
Internal Interest Income	3,133	2,017	5,592			(3,575) X	2		11,184
Vested Assets	-	-	-			- ✓			-
<b>Total Income</b>	<b>22,681</b>	<b>19,466</b>	<b>19,182</b>			<b>284</b>			<b>38,364</b>
Expenses									
Consultancy Expenses	-	419	1,038			619 ✓			2,076
Administration Expenses	-	-	678			678 ✓			1,356
Operational and Maintenance	1,193	1,118	3,300			2,182 ✓	3		6,600
Depreciation	13,746	14,408	14,172			(236) X			28,344
Internal Charges	-	-	-			- ✓			-
<b>Total Expenses</b>	<b>14,939</b>	<b>15,945</b>	<b>19,188</b>			<b>3,243</b>			<b>38,376</b>
<b>Operating Surplus/(Deficit)</b>	<b>7,742</b>	<b>3,521</b>	<b>(6)</b>						<b>(12)</b>

Variance Analysis

1. Unbudgeted Financial contributions received. This is dependent on developer activity
2. Capital reserve expenditure is not proceeding at the same pace as was budgeted. Therefore there is a positive capital reserve balance for a longer period. This has created this favourable variance.
3. Lower than expected Contractor costs (\$1,565) has contributed to this favourable variance.



MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Operating Reserves</b>						
Opening Balance	-	-	-	-		-
Operating Surplus/(Deficit)	7,742	3,521	(6)			(12)
Transfer - Capital Expenditure	-	-	-			-
Transfers between Reserves	-	-	-			-
Transfer Capital Expenditure to Capital Reserve	-	-	-			-
Add back Non Cash Items	13,746	14,408	14,172			28,344
Transfer Funded Depreciation to Capital Reserve	(13,746)	(14,408)	(14,172)			(28,344)
Transfer Vested Assets to Capital	-	-	-			-
Transfer to Capital Financial Contributions	-	-	-			-
<b>Total Operating Reserves</b>	<b>7,742</b>	<b>3,521</b>	<b>(6)</b>	-		<b>(12)</b>
<b>Capital Reserves</b>						
Opening Balance	268,177	204,485	255,735			255,735
Transfer Capital Expenditure from Operating Reserve	-	-	-			-
Transfer - Vested Assets	-	-	-			-
Transfer - Financial Contributions	-	-	-			-
Transfer Funded Depreciation from Operating Reserves	13,746	14,408	14,172			28,344
Transfer - from Twl W&S Operat Rsv	-	-	-			-
<b>Total Capital Reserves</b>	<b>281,923</b>	<b>218,893</b>	<b>269,907</b>	-		<b>284,079</b>

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Twizel Community Centre</b>						
<b>Twizel Community Board</b>						
<b>Income</b>						
Targeted Rates	45,132	50,460	50,460	(0) ✗		100,920
Other Income	10,185	11,295	12,504	(1,209) ✗	1	25,008
Internal Interest Income	59	221	816	(595) ✗		1,632
<b>Total Income</b>	<b>55,376</b>	<b>61,976</b>	<b>63,780</b>	<b>(1,804)</b>		<b>127,560</b>
<b>Expenses</b>						
Administration Expenses	8,391	6,408	7,314	906 ✓		14,628
Operational and Maintenance	37,488	38,940	44,484	5,544 ✓	2	88,968
Internal Interest Expense	-	-	-	- ✓		-
Depreciation	35,640	34,200	34,200	- ✓		68,400
Internal Charges	-	-	-	- ✓		-
<b>Total Expenses</b>	<b>81,519</b>	<b>79,548</b>	<b>85,998</b>	<b>6,450</b>		<b>171,996</b>
<b>Operating Surplus/(Deficit)</b>	<b>(26,143)</b>	<b>(17,572)</b>	<b>(22,218)</b>			<b>(44,436)</b>

*Variance Analysis*

1. Lower than anticipated rental income. Budgeted to charge TPDA as part of the Information centre provision.
2. lower than anticipated Repairs and maintenance (\$4,834) along with lower than anticipated Electricity costs (\$2,249) have contributed to this favourable variance

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Operating Reserves</b>						
Opening Balance	1,795	-	-	-		-
Operating Surplus/(Deficit)	(26,143)	(17,572)	(22,218)			(44,436)
Transfer - Capital Expenditure	-	-	-	-		-
Transfers between Reserves	-	-	-	-		-
Transfer Capital Expenditure to Capital Reserve	-	-	-	-		-
Add back Non Cash Items	35,640	34,200	34,200			68,400
Transfer Funded Depreciation to Capital Reserve	(8,910)	(11,970)	(11,970)			(23,940)
Transfers Building Maint Fund	-	-	-	-		-
<b>Total Operating Reserves</b>	<b>2,382</b>	<b>4,658</b>	<b>12</b>	<b>-</b>		<b>24</b>
<b>Capital Reserves</b>						
Opening Balance	-	17,855	17,826			17,826
Transfer Capital Expenditure from Operating Reserve	-	-	-			-
Transfer Funded Depreciation from Operating Reserves	8,910	11,970	11,970			23,940
Transfer - from Operating Reserve	-	-	-	-		-
<b>Total Capital Reserves</b>	<b>8,910</b>	<b>29,825</b>	<b>29,796</b>	<b>-</b>		<b>41,766</b>
<b>Capex</b>						
Capital Expenditure	-	-	-	-		-
<b>Total Capex</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>



MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Twizel Reserves</b>						
Twizel Community Board						
Income						
Targeted Rates	9,324	1,231	1,230	1 ✓		2,460
Other Income	-	-	-	- ✓		-
<b>Total Income</b>	<b>9,324</b>	<b>1,231</b>	<b>1,230</b>	<b>1</b>		<b>2,460</b>
<b>Expenses</b>						
Administration Expenses	2,379	2,947	-	(2,947) ✗	1	-
Operational and Maintenance	9,502	3,512	1,080	(2,432) ✗	1	2,160
Depreciation	-	150	150	- ✓		300
Internal Charges	-	-	-	- ✓		-
<b>Total Expenses</b>	<b>11,881</b>	<b>6,608</b>	<b>1,230</b>	<b>(5,378)</b>		<b>2,460</b>
<b>Operating Surplus/(Deficit)</b>	<b>(2,557)</b>	<b>(5,377)</b>	<b>-</b>			<b>-</b>

*Variance Analysis*

1. Budget for these items have been accounted for in the township costs. Therefore they will be transferred to the appropriate township costs

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Operating Reserves</b>						
Operating Surplus/(Deficit)	(2,557)	(5,377)	-			-
Transfer - Capital Expenditure	-	-	(19,998)			(39,996)
Transfers between Reserves	-	-	-			-
Transfer Capital Expenditure to Capital Reserve	-	-	19,998			39,996
Add back Non Cash Items	-	150	150			300
<b>Total Operating Reserves</b>	<b>(2,557)</b>	<b>(5,227)</b>	<b>150</b>	-		<b>300</b>
<b>Capex</b>						
Capital Expenditure	-	-	19,998			39,996
<b>Total Capex</b>	<b>-</b>	<b>-</b>	<b>19,998</b>	-		<b>39,996</b>

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Twizel Swimming Pool</b>						
<b>Twizel Community Board</b>						
<b>Income</b>						
Targeted Rates	26,790	34,789	34,788	1 ✓		69,576
Other Income	548	2,783	7,896	(5,113) ✗	1	15,792
Internal Interest Income	5	-	-	- ✓		-
<b>Total Income</b>	<b>27,343</b>	<b>37,573</b>	<b>42,684</b>	<b>(5,111)</b>		<b>85,368</b>
<b>Expenses</b>						
Employment Expenses	10,085	14,764	18,996	4,232 ✓	2	37,992
Administration Expenses	1,757	1,020	1,920	900 ✓		3,840
Operational and Maintenance	29,756	23,104	19,410	(3,694) ✗	3	38,820
Internal interest Expense	-	152	1,122	970 ✓		2,244
Depreciation	3,114	3,562	3,564	2 ✓		7,128
Internal Charges	-	-	-	- ✓		-
<b>Total Expenses</b>	<b>44,712</b>	<b>42,602</b>	<b>45,012</b>	<b>2,410</b>		<b>90,024</b>
<b>Operating Surplus/(Deficit)</b>	<b>(17,369)</b>	<b>(5,029)</b>	<b>(2,328)</b>			<b>(4,656)</b>

*Variance Analysis*

1. Lower than anticipated revenue from pool users to date has resulted in this unfavourable variance. It is expected that this trend will reverse and catch up over the period of the pool season.
2. Lower than anticipated staff costs for the pool has created this favourable variance
3. Costs associated with repainting the pool. This unfavourable variance has been created due to the budget timing. It is expected to correct by year end.

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Operating Reserves</b>						
Opening Balance	-	-	-	-		-
Operating Surplus/(Deficit)	(17,369)	(5,029)	(2,328)			(4,656)
Transfer - Capital Expenditure	-	-	(1,500)			(3,000)
Transfers between Reserves	-	-	-			-
Transfer Capital Expenditure to Capital Reserve	-	-	1,500			3,000
Add back Non Cash Items	3,114	3,562	3,564			7,128
Transfer Funded Depreciation to Capital Reserve	(780)	(1,247)	(1,248)			(2,496)
Transfers Building Maint Fund	-	-	-	-		-
<b>Total Operating Reserves</b>	<b>(15,035)</b>	<b>(2,714)</b>	<b>(12)</b>			<b>(24)</b>
<b>Capital Reserves</b>						
Opening Balance	-	(6,184)	(38,441)			(38,441)
Transfer Capital Expenditure from Operating Reserve	-	-	(1,500)			(3,000)
Transfer Funded Depreciation from Operating Reserves	780	1,247	1,248			2,496
<b>Total Capital Reserves</b>	<b>780</b>	<b>(4,937)</b>	<b>(38,693)</b>	-		<b>(38,945)</b>
<b>Capex</b>						
Capital Expenditure	-	-	1,500	-		3,000
<b>Total Capex</b>	<b>-</b>	<b>-</b>	<b>1,500</b>	-		<b>3,000</b>

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Twizel Township</b>						
<b>Twizel Community Board</b>						
<b>Income</b>						
Targeted Rates	48,893	192,059	192,060	(1) ✗		384,120
Other Income	7,921	6,302	270	6,032 ✓	1	540
<b>Total Income</b>	<b>56,815</b>	<b>198,362</b>	<b>192,330</b>	<b>6,032</b>		<b>384,660</b>
<b>Expenses</b>						
Administration Expenses	28,161	16,601	24,714	8,113 ✓	2	49,428
Operational and Maintenance	127,983	123,325	126,774	3,449 ✓	3	253,548
Internal interest Expense	33,956	11,221	17,070	5,849 ✓		34,140
Depreciation	23,712	23,795	23,796	1 ✓		47,592
Internal Charges	-	-	-	- ✓		-
<b>Total Expenses</b>	<b>213,811</b>	<b>174,942</b>	<b>192,354</b>	<b>17,412</b>		<b>384,708</b>
<b>Operating Surplus/(Deficit)</b>	<b>(156,997)</b>	<b>23,419</b>	<b>(24)</b>			<b>(48)</b>

*Variance Analysis*

1. Higher than budgeted rentals from street dining and other rentals has created this favourable variance.
2. Further detailed breakdown is provided on the following pages
3. Further detailed breakdown is provided on the following pages

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD ACTIVITY REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Operating Reserves</b>						
Opening Balance	29,379	7,541	(8,171)			(8,171)
Operating Surplus/(Deficit)	(156,997)	23,419	(24)			(48)
Transfer - Capital Expenditure	-	-	-			-
Transfers between Reserves	(45,546)	(45,546)	(45,546)			(91,092)
Transfer Capex to Ratepayers Equity	-	-	-			-
Transfer Capital Expenditure to Capital Reserve	-	-	-			-
Add back Non Cash Items	23,712	23,795	23,796			47,592
Transfers Building Maint Fund	-	-	-			-
<b>Total Operating Reserves</b>	<b>(149,452)</b>	<b>9,209</b>	<b>(29,945)</b>	-		<b>(51,719)</b>
<b>Capital Reserves</b>						
Opening Balance	(878,016)	(787,514)	(858,909)			(858,909)
Transfer Capital Expenditure from Operating Reserve	-	-	-			-
Transfer - to/from Op Rsve	45,546	45,546	45,546			91,092
<b>Total Capital Reserves</b>	<b>(832,470)</b>	<b>(741,968)</b>	<b>(813,363)</b>	-		<b>(767,817)</b>

MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD DETAILED TOWNSHIP EXPENDITURE REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

Twizel Township Twizel Community Board Expenses	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
<b>Administration Expenses</b>						
0554455. Advertising	1,000	-	498	498 ✓		996
0554485. Donations & Grants	17,120	7,268	2,502	(4,766) ✗		5,004
05544851. Twizel Information Centre	-	-	11,424	11,424 ✓		22,848
05544853. Twizel Community Care Trust	-	-	2,796	2,796 ✓		5,592
0554495. Insurance	1,068	-	1,242	1,242 ✓		2,484
0554595. R & M - Other Community Bldgs	-	-	558	558 ✓		1,116
0554615. Rates	8,972	9,333	5,394	(3,939) ✗		10,788
0554616. Rate Remissions - Granted	-	-	300	300 ✓		600
<b>Total Administration Expenses</b>	<b>28,161</b>	<b>16,601</b>	<b>24,714</b>			<b>49,428</b>
<b>Operational and Maintenance</b>						
0555019. Electricity	207	174	426	252 ✓		852
0555020. Gardening - Contractor	18,789	18,789	19,998	1,209 ✓		39,996
05550201. Gardening - Plants	-	-	774	774 ✓		1,548
0555021. Contractors	605	605	756	151 ✓		1,512
0555022. Irrigation of Green Areas	4,936	4,509	2,796	(1,713) ✗		5,592
05550221. Green Areas - Equipment Mtce	-	-	546	546 ✓		1,092
05550222. Green Areas-Reticulation Mtce	-	-	1,122	1,122 ✓		2,244
0555025. Lawn Mowing	34,751	32,016	30,648	(1,368) ✗		61,296
0555027. Repairs & Maint Unplanned	4,259	3,645	2,832	(813) ✗		5,664
0555029. Tree Maintenance & Pruning	1,236	4,083	1,992	(2,091) ✗		3,984
0555035. Playground Maintenance	1,631	463	672	209 ✓		1,344
0555041. Litterbin waste disposal fees	-	-	252	252 ✓		504
0555042. Litter Bin Collection	16,201	13,595	16,386	2,791 ✓		32,772
0555078. Spraying	-	860	1,002	142 ✓		2,004



## Twizel Township

## Twizel Community Board

## Expenses

	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
0555527. Paint Machinery Display	-	-	-	-	✓	-
0555532. Tree Management	-	-	-	-	✓	-
0555536. Fire Danger Section Mowing	-	-	-	-	✓	-
0555537. Tree Belt Management	14	-	5,148	5,148	✓	10,296
0555539. Tree Planting	-	1,797	2,574	777	✓	5,148
0555542. Green Areas Path Reinstatement	-	3,315	5,148	1,833	✓	10,296
0555546. Green Ways Fence Reinstatement	2,767	7,101	5,148	(1,953)	✗	10,296
0555550. Cleanup SH8	-	555	516	(39)	✗	1,032
0555558. Community Entertainment	-	-	840	840	✓	1,680
0555561. Walkways	2,404	750	5,148	4,398	✓	10,296
0555562. Water Intake Land Maintenance	-	-	2,574	2,574	✓	5,148
0555563. Caravan Dump Station	-	-	-	-	✓	-
0555564. Machinery Operating Costs	130	(124)	498	622	✓	996
0555602. Twizel Township Projects	40,053	31,191	18,978	(12,213)	✗	37,956
<b>Total Operational and Maintenance</b>	<b>127,983</b>	<b>123,325</b>	<b>126,774</b>			<b>253,548</b>



MACKENZIE DISTRICT COUNCIL  
COMMUNITY BOARD CAPITAL REPORT  
FOR THE PERIOD ENDED DECEMBER 2013

Twizel Community Water Supply  
Twizel Community Board

Capex

Capital Expenditure

0138193. Vested Assets	-	-	-	-	-	49,776
0138201. Town Reticulation - Renewal	-	-	5,196	5,196	✓	10,392
0138204. Headworks - Renewal	13,907	-	465,000	465,000	✓	930,000
0138206. Service Connections - Renewal	22,481	34,647	19,998	(14,649)	✗	39,996
0138207. Town Reticulation - New	-	-	-	-	✓	-
0138210. HeadWorks - New	3,205	-	-	-	✓	-
0138211. Treatment - New	-	33,199	467,550	434,351	✓	935,100
0138215. Plant	12,574	-	-	-	✓	-
0138216. Vested Assets	-	-	-	-	✓	-
0138251. Fire Hydrant Markers	-	-	5,196	5,196	✓	10,392
0138287. Investigation - Manuka Tce	-	-	-	-	✓	-
0138807. Resource Consent Costs	1,360	-	20,778	20,778	✓	41,556
0138980. Community Assets- Water Supply	-	-	-	-	✓	-
0138984. Water Meters	3,213	-	1,038	1,038	✓	2,076
0138999. Transfer to Assets	-	-	-	-	✓	-
<b>Total Capital Expenditure</b>	<b>56,740</b>	<b>67,846</b>	<b>984,756</b>	<b>916,910</b>		<b>2,019,288</b>

Variance Analysis

1. Council is still working through its program of work. we expect the majority of the budget to be spent this year as the pumps, and electrical system, will be replaced. The balance of the work will be carried forward into next financial year.



Twizel Reserves						
Twizel Community Board						
Capex						
Capital Expenditure						
1068192. Other Projects						
Total Capital Expenditure						
	LYTD ACT. DECEMBER 2012	YTD ACT. DECEMBER 2013	YTD BUD DECEMBER 2013	VARIANCE	Notes	FY BUD JUNE 2014
	-	-	19,998	19,998 ✓		39,996
	-	-	19,998	19,998		39,996

Twizel Swimming Pool						
Twizel Community Board						
Capex						
Capital Expenditure						
1428215. Plant	-	-	1,500	1,500 ✓		3,000
1428925. Plant and Equipment	-	-	-	- ✓		-
1428965. Comm Asset - Public Amenities	-	-	-	- ✓		-
1428999. Transfer to Assets	-	-	-	- ✓		-
<b>Total Capital Expenditure</b>	-	-	<b>1,500</b>	<b>1,500</b>		<b>3,000</b>

LYTD ACT. DECEMBER 2012    YTD ACT. DECEMBER 2013    YTD BUD DECEMBER 2013    VARIANCE    Notes    FY BUD JUNE 2014

Twizel Township									
Twizel Community Board									
Capex									
Capital Expenditure									
0558516. Implement of Development Plan	69,652	-	-	-	-	-	-	-	-
0558999. Transfer to Assets	-	-	-	-	-	-	-	-	-
Total Capital Expenditure	69,652	-	-	-	-	-	-	-	-



## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** Twizel Community Board

**SUBJECT:** Requests for Grants

**MEETING DATE:** 27 January 2014

**REF:** WAS 3/6

**FROM:** **Garth Nixon, Community Facilities Manager**

### **PURPOSE OF REPORT:**

For the Twizel Community Board to consider three requests or grants for funds.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That the Twizel Community Board approve / decline the request from the Ohau Golf Club and grant \$100 donation to their tournament.
3. That the Twizel Community Board approve / decline the request to the Students Against Drunk Driving grant 50% of the request \$ 243.75 and recommend that Council meet the balance
4. That the Twizel Community Board approve / decline the request from High Country Medical trust to meet the Hall hire cost of \$132.50 for their event.

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

## **ATTACHMENTS:**

Grants Policy and Assessment Criteria

1. Request and application from Ohau Golf Club
2. Request and application from SADD Twizel
3. Request and application from High Country Medical Trust

## **BACKGROUND:**

These requests have all come in the form of a letter to the Twizel Community Board. All applicants have been sent the Grant application form, Policy and Assessment criteria. These application should be considered against evaluation criteria.

## **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 and requires the applicants to justify their request and hopefully provides sufficient information to assist the Board in making their decision.

## **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 to date \$ 340 has been spent.

The Ohau Gold Club request through not specified is generally \$ 100.00

The SADD request amounts to \$ 487.50

The High Country Health request amounts to \$ 132.50

**Other**

No applications have been received on the appropriate form to date.

The Ohau Golf club request has been an annual request that the Community Board has sponsored every year.

The SADD request relates to work that has already been completed so it is retrospective. The Mayor has suggested that the group approaches Council as well as the community board. If inclined the Community Board could meet half costs and recommend that Council meet the remainder.

In the case of the High Country Health request the Community Board should not waive the fee but make a grant to cover the cost of the Hall hire so the Events Centre does not miss out on the income.

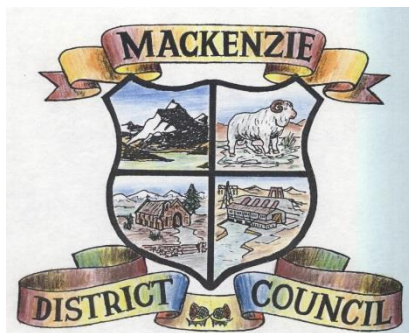
**ASSESSMENT OF OPTIONS:**

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 these requests against the policy and criteria and make appropriate determinations





### **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)*

6 December 2013

The Chairman  
Twizel Community Board  
Mackenzie District Council  
Twizel

Dear John and Board

**Re: Donation Request**

The High Country Medical Trust is running a FUNdraising Variety Concert on 18 January 2014 in the Event Centre to raise funds to go towards the new medical centre in the town. The group of performers are from Invercargill, one of whom has a holiday home in Twizel and she has organised the Concert in support of the new medical centre fundraising. The group includes Suzanne Prentice. From the interest that has been expressed around the town this should prove to be a successful event.

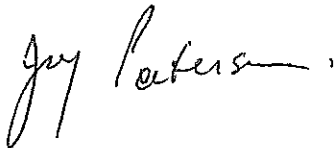
To maximise the amount raised for the new medical centre The Trust is seeking sponsorship and support. The performers, including Suzanne Prentice are giving their time for free. The HCH is providing accommodation for some of the performers. The remainder will be staying with friends. The Arts Council have designed and printed the tickets. The TPDA is doing the advertising in the Update and printing of posters for free.

I am hoping that the Community Board will give its support to the Concert by waiving the hire fee of the Event Centre for the concert.

The Trust needs to raise \$1.8million for the new building. So far with pledges and donations our total is approximately \$800,000. We have some way to go to reach our total and every little helps. The High Country Medical Trust would be very appreciative of your support.

Thank you for your consideration.

Yours sincerely



Joy Paterson  
Treasurer  
High Country Medical Trust



## APPLICATION FOR GRANT

**1. Name of Organisation/Individual:**

High Country Medical Trust

**2. Address:**

37 Tasman Road, PO Box 153, Twizel

Telephone: 021 390 765

Email: joy@joypaterson.co.nz

**3. Contact Person:** Joy Paterson

Position: Treasurer

Phone: Business: 21 390 765

Phone: Home: 03 435 3112

**4. Please specify the legal status of your organization – trust/Incorporate Society/other.**

Trust with Charitable Status

**5. Is your organisation recognised as a non profit body by the Inland Revenue Department?**

Yes

**6. Name of principal officers:**

Chairperson/President: Simon Williamson

Secretary: Shirley Bond

Treasurer: Joy Paterson

**7. State your organisation's purpose and objectives**

The objectives for the Trust are to act together with local health professionals, caregivers and the community for the charitable purpose of the provision of quality health care to the people in the Mackenzie Basin and Upper Waitaki District.

**8. How long has your organisation existed?**

The Trust was established in 2011

9. **Is your organisation responsible to or controlled by any other organisation/authority?**

No

10. **What level of funding does your organisation request from the Mackenzie District Council?**

The Trust requests the Council to waive the hire fee for the Twizel, Event Centre Theatre for January 18, 2014

11. **State the purpose for which the grant is requested:**

The Trust is running a Concert on Saturday, 18 January 2014 to be held in the Twizel Event Centre Theatre. The Concert is to raise funds for the building of the new medical centre for Twizel. All the performers are giving their services for free. All proceeds go to the Trust for the new medical centre.

12. **State the number whom you expect will benefit from the grant you are requesting:**

Members: 1600 registered patients of the new medical centre plus tourists, visitors etc. who use the medical centre.

13. **Has your organization received a donation during the past five years?**

No

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

110-482-663

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

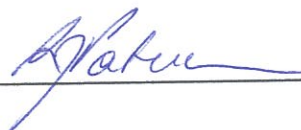
#### DECLARATION

**I hereby declare that the information supplied here on behalf of my organisation is correct:**

**Name:** Joy Paterson

**Position:** Treasurer

**Signature:** R J Paterson



**Date:** 17 January 2014

**Balance Sheet**  
High Country Medical Trust  
As at 31 March 2013

Add Summary

	31 Mar 2013	31 Mar 2012
<b>Assets</b>		
<b>Bank</b>		
High Country Medical Trust	42,068.51	0.00
<b>Total Bank</b>	<b>42,068.51</b>	<b>0.00</b>
<b>Total Assets</b>	<b>42,068.51</b>	<b>0.00</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
GST	(44.14)	0.00
<b>Total Current Liabilities</b>	<b>(44.14)</b>	<b>0.00</b>
<b>Total Liabilities</b>	<b>(44.14)</b>	<b>0.00</b>
<b>Net Assets</b>	<b>42,112.65</b>	<b>0.00</b>
<b>Equity</b>		
Current Year Earnings	42,112.65	0.00
<b>Total Equity</b>	<b>42,112.65</b>	<b>0.00</b>

Notes

Signed 

This statement is to be read in conjunction with the Notes to the Financial Statements and the accompanying Compilation Report.

Audited. a/c's  
not available  
as yet.



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**

## Statement

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

# Mackenzie



## District Council

P.O. Box 52  
Main Street  
Fairlie, 7949

Telephone 03 685 9010  
Facsimile 03 685 8533

Account No. RM130082

Month Ending 30 NOV 13

### Statement of Account

INV 67370 30/11/13 487.50

### Remittance Advice

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

**MACKENZIE DISTRICT COUNCIL**  
P.O. Box 52  
Fairlie, 7949

3 Months & Over	2 Months	1 Month	Current	BALANCE DUE
			487.50	487.50

Payments can be made by mail, P.O. Box 52, Fairlie 7949, or at the Council Offices at 53 Main Street, Fairlie, or Market Place, Twizel, or by payment into Council's Bank Account 03 0887 0226851 02  
Email remittance to [Pauline@mackenzie.govt.nz](mailto:Pauline@mackenzie.govt.nz)

ACCOUNT NUMBER	AMOUNT PAID
RM130082	





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

Printed on 4/12/2013 4:28:02 p.m.

Time Record Details

Page 1

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 Bignaut	0 hr 30 min
4/11/2013	RM130082 - Twizel School Administration fee - \$155	3:38 p.m.	3:38 p.m.	Resource Consent	Anastasia Bignaut	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 Bignaut	3 hr 0 min

## Summary Information

Number of Records:

Total Duration:

Total Mileage:

Total Time Fee:

Total Expense:

Total Travel Fee:

Total Tax:

Total Fee:

Total Internal Fee:

Hours Breakdown:

3  
3 hr 30 min  
0.00  
\$332.50  
\$155.00  
\$0.00  
\$0.00  
\$487.50  
\$2.45  
3 hr 30 min at \$95.00/Hour



### APPLICATION FOR GRANT

1. Name of Organisation/Individual:

SADD - 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: 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 ☒ No

- 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 BOT
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 the Mackenzie District Council for work that was undertaken on the SADO 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: The whole of the Twizel community plus visitors to Twizel
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. *Don't have any sets of accounts. ~~them~~*

**DECLARATION**

I hereby declare that the information supplied here on behalf of my organisation is correct:

Name: Michele O'Carroll

Position: Teacher in Charge.

Signature: *M O'Carroll*

Date: 13/1/2014



PO Box 58  
TWIZEL 7944

8 December 2013

Hello

Re: Sponsorship of the Ben Ohau Classic Golf Tournament

This letter is a formal request for sponsorship of our annual premier tournament, the Ben Ohau Two Day Classic, to be held on the 15th and 16th of February 2014.

This tournament is the main event of our golfing year and it is thanks to very generous sponsors that our tournament is so popular with some players travelling from as far afield as Invercargill to north of Christchurch in order to participate.

Once again we have a capacity field and any assistance you can give would not only continue to help make our tournament memorable but we also advertise your support of our endeavours; both on our Sponsorship Board and in the naming of the prizes donated.

Please confirm your sponsorship (or otherwise) by contacting Connie at the post office box above or via email on [connie.heath@xtra.co.nz](mailto:connie.heath@xtra.co.nz) or by phone in the evenings on 03 4350554. We are happy to accept any prizes or sponsorship you may wish to provide.

Please do not hesitate to contact us if you have any questions and we look forward to a continuing relationship between you and the Ben Ohau Golf Club.

Yours sincerely

Connie Heath  
Secretary/Treasurer  
[connie.heath@xtra.co.nz](mailto:connie.heath@xtra.co.nz)

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** Twizel Community Board

**SUBJECT:** First tree planting Twizel Plaque

**MEETING DATE:** 27 January 2014

**REF:** Was 3/6

**FROM:** **Garth Nixon, Community Facilities Manager**

### **PURPOSE OF REPORT:**

For the Twizel Community board to consider the request in relation to this commemorative plaque

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That first tree plaque be returned and installed in a prominent position as close as possible to its original location.
3. That the Twizel Community Board advise the Wakefields of this decision

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

**ATTACHMENTS:**

Request from Len and Angela Wakefield  
 Photographs of original plaque and location

**BACKGROUND:**

The request highlights the plaque and the first tree planted in Twizel are no longer there.

The tree was removed in 2012 along with many others due to its failing health. The plaque is currently in storage in Whitestone Depot in Twizel.

The Letter asks if there is an intention to restore the plaque

**POLICY STATUS:**

N/A

**SIGNIFICANCE OF DECISION:**

Not significant under the significance policy

**ISSUES & OPTIONS:**

1. Do nothing
2. Reinstall the plaque in close proximity to the original tree site
3. Reinstall the plaque with additional explanation

**CONSIDERATIONS:**

The original location of the plaque was on the corner of GlenLyon Road and State Highway 8.

There is a tussock planting in this location now

Plaques in the landscape do from time to time cause difficulties as time moves on and things change or in this case trees die.

The wording on the plaque talks about the first trees as opposed to the specific tree so it would be appropriately relocated back at this site.

**ASSESSMENT OF OPTIONS:**

Do nothing is a viable option. The first tree was removed. However, the plaque commemorates one of 3209 trees planted many of which remain. Leaving the plaque in Whitestone yard potentially leaves it at risk of loss or damage

Reinstall the plaque close to the original site will maintain the history of the planting and well as provide a home for the plaque.

Reinstall the plaque with additional information is unnecessary whilst the plaque commemorates the tree it also commemorates the plantings over the period. Adding more information could create a negative vibe around that work. As this work was divisive.



**CONCLUSION:**

It is appropriate to reinstate the plaque at its approximate original location and respond to the Wakefields with that decision.





*Len and Angela Wakefield*  
*27 Kingcraft Drive, RD6, Christchurch 7676, New Zealand*  
*(64 3) 349 8097, email; len.angie@xtra.co.nz*

05.01.2014

The Twizel Community Board  
c/- PO Box 52  
Fairlie

Dear Sir(s)

**Memorial Plaque for the First Tree planted in Twizel.**

This plaque used to reside beside a large pine tree near the corner of Glen Lyon road and State Highway 8 (Christchurch - Queenstown highway). After felling of the pine trees and landscaping works, this plaque has disappeared.

We seek to establish the whereabouts of this plaque and are asking if there is any intention to restore this piece of history to its former location.

We are concerned that a piece of local history might be lost permanently, and would caution you against such a cavalier approach to historical items. Residing in Christchurch, we are only too aware of the effect that losing ones history has on a place. We are also aware of the importance of history after several trips to Europe, where history is cherished and actively preserved.

Twizel has its origins as a hydro town, with trees as shelter from the prevailing winds. We should remember and celebrate that, rather than try to deny it.

Awaiting your response with interest.

Yours faithfully

Dr Len Wakefield FRCPA, & Mrs Angela Wakefield BPharm  
43 Irishman Drive, Twizel.

Address for mail;  
27 Kingcraft Drive, RD6  
Christchurch 7676.

Email; len.angie@xtra.co.nz

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TWIZEL COMMUNITY BOARD  
**SUBJECT:** TWIZEL YOUTH CENTRE  
**MEETING DATE:** 27 January 2012  
**REF:** WAS 3/6  
**FROM:** **GARTH NIXON COMMUNITY FACILITIES MANAGER**

### **PURPOSE OF REPORT:**

To provide information regarding flooding at the Youth Centre and consider the options.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That the Twizel Community fund the insurance excess of \$5,000 from the township account to allow the Youth Centre to be restored to an operational state.
3. That the Community Board determine the portion of the costs that should be on charge to the Twizel Youth Centre.
4. That the Youth Centre lease be re-negotiated and reinstated to a 3 year term and set at a sum that would allow for insurance to be covered and a reasonable level of inspection to ensure adequate maintenance.

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



**ATTACHMENTS:**

Tenancy agreement  
2009 Report and Resolutions

**BACKGROUND:**

The Twizel Youth Group has occupied this building since 2007. Prior to this the Board had considered the building surplus to their requirements and were considering selling the building for removal.

The current lease has expired and has not been renewed. The Youth Centre continues to occupy the building based on the expired lease.

In 2009, the Twizel Community Board granted the Youth Group \$562.50 to cover the annual rental of the building.

During a December downpour the building was flooded, partly due to the significant rain, partly due to the building design and partly due to blocked guttering. The flooding caused the ceiling to collapse and saturated the carpets.

Costs incurred so far have been lifting of the carpet and Whitestone clearing the guttering to prevent further flooding. The building is insured and the assessors have inspected the building. The building insurance has an excess of \$5,000 which I imagine the repairs will exceed.

**POLICY STATUS:**

The existing lease has expired but the Youth Centre is still operating in the building. The lease required them to keep the area clean of rubbish and to maintain the premises in a reasonable state of repair, having regard for the age and character of the building.

**SIGNIFICANCE OF DECISION:**

Not significant under the significance policy

**OPTIONS:**

1. Pay the excess and undertake repairs to the building.
2. Do nothing and leave the building to the Youth Centre in the form of a ground lease.
3. Demolish the building or sell for relocation.

**CONSIDERATIONS:****Legal**

In terms of the lease the youth group has maintained and painted the building. The maintenance of the guttering and leaking taps is not up to scratch. I believe they have also let the building for other functions. Though this has recently stopped, it goes against the lease.

**Financial**

There is no specific budget for this building. If the Community Board were to meet the excess, the funds would need to be found within existing budgets.

We do not know if the Youth Centre is in a position to contribute financially.

**Other**

The Youth Centre has occupied the building since 2007. They are well thought of in the community, providing activities for youth. If the building was disposed of or not repaired they would be left without premises. It appears the Youth Centre has limited funds .

The Youth Centre has been left to manage this building. Volunteers come and go so I can understand why there is a limited understanding of the lease, with knowledge not being passed on.

**ASSESSMENT OF OPTIONS:**

Option 1 is my preferred option. By paying the insurance excess it gets the repairs undertaken and will re-establish the Youth Centre.

Option 2 to do nothing and leave the building to the Youth Centre will likely see us making a similar decision down the track. I don't believe the Youth Centre currently has the organisational horsepower to undertake this level of responsibility.

Option 3 to demolish the building is likely to be more expensive and would result in the total loss of a community asset. The building may be suitable for removal.

**CONCLUSION:**

The necessary work should be undertaken at the community's cost and the building restored to an operational state.

The lease should be reinstated to a reasonable term that would allow for insurance to be covered and a reasonable level of inspection, to ensure adequate maintenance.

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TWIZEL COMMUNITY BOARD  
**SUBJECT:** TWIZEL YOUTH CENTRE REQUEST  
**MEETING DATE:** 30 MARCH 2009  
**REF:** WAS 3/6  
**FROM:** MANAGER – COMMUNITY FACILITIES  
**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

To consider requests for grants from the Twizel Youth Centre.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That the Twizel Community Board approve the renewal of the lease with the Twizel Youth Group.
3. That The Twizel Community Board Provide a grant of \$562.50 to cover the annual cost of the rental of the Twizel Pavilion.
4. That Twizel Community Board approves of the installation of an approved fire in the Twizel Pavilion and meets the cost of the building consent by way of a grant.
5. That the Twizel Community Board determine if they wish to contribute \$ 1,000 to the cost of Youth Group excursions.

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

**GLEN INNES**  
**CHIEF EXECUTIVE OFFICER**



**ATTACHMENTS:**

Request and Financial Statement from the Twizel Events Centre.

**BACKGROUND:**

The Twizel Youth Centre currently pays the Community Board \$562.50 per annum based on an expired lease for the Community Centre. A draft lease was issued for one year in April 2007 but not signed.

The Community Board minutes from April 2007 indicate a 12 months lease with no right of renewal with the youth group assuming the responsibility for the maintenance. Since that time the Youth Group appears to have been successful in their operation and have undertaken various repairs and improvements to the building.

**POLICY STATUS:**

N/A

**SIGNIFICANCE OF DECISION REQUESTED:**

The request indicates that the youth centre is well used and supported by the police and the local church.

**ISSUES AND OPTIONS:**

The options are to contribute or not to contribute and if so how much.

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

The lease needs to be confirmed to confirm obligations of the parties.

**Financial Considerations:**

Twizel has a Grants budget of \$ 31,595.

Made up of Miscellaneous donations \$ 2,124.00, Twizel Information Centre \$ 11,948.00  
Twizel Brochure \$ 9,027.00 and Twizel Community Care Trust \$ 10,620.00

Expenditure to date equates to \$ 21,100. to which an addition \$ 3,000 will be made to the Information Centre leaving approximate \$ 7,000 unallocated.

The income from the Twizel Pavilion is \$500 and is recovered into the Twizel Township Account.

**Other Considerations:**

Having the building occupied and maintained by others is beneficial to the Twizel rate payer. The ownership and pride taken in the building by the youth group is reflected in the building's appearance.

### **ASSESSMENTS OF OPTIONS:**

The youth centre appears to be a successful organization that works well. I believe they would continue to be successful without any help from the Community Board. However, they are making a positive contribution for the youth of Twizel and maintaining what would otherwise be a disused asset of the Twizel Community.

### **CONCLUSION:**

The Youth Group has been running from this location in various forms for approximately 4 years. Over the last two years they have established the group at the Pavilion and developed the youth centre into a successful organization which makes a positive contribution to the youth of Twizel.

Rewarding those who make positive contributions is a constructive way of supporting areas where individuals have taken the initiative and done something positive.

I believe that the Youth Group's contribution to the community should be recognized by way of an annual grant for the rental.

1. THE Landlord agrees to let and the Tenant agrees to take the premises specified in the Schedule hereto on the following terms and conditions including those specified in the Schedule.
2. TENANT'S COVENANTS
  - (a) To pay the rent to the Landlord at the Council Chambers in Fairlie, as and when it is due as provided for in this agreement and in the Schedule without any deduction whatsoever.
  - (b) To pay all charges for electricity consumed in and upon the premises and to pay all telephone hire charges and toll accounts accruing during the tenancy.
  - (c) Not to intentionally or carelessly damage or permit any other person to damage the premises.
  - (d) Not to do or permit or suffer any act or omission upon or about the property which might render any additional premium payable in respect of any policy of insurance on the premises or that will make void or voidable any such policy.
  - (e) To use the premises for the purposes of Youth Centre and not to use the premises or permit the premises to be used for any unlawful or other purpose.
  - (f) Not to make or cause or permit to be made any alterations or additions to the said premises or any part thereof or any apparatus or fitting installed or fitted therein, including plumbing, gas or electrical installations or fittings and not to cut or injure any of the foundations, walls, floors, partitions, ceilings, roof, timber, or materials of the said premises without the prior consent of the Landlord PROVIDED THAT if such consent shall be given the Tenant may at any time before the expiry of the tenancy remove any fixture that the Tenant has affixed to the premises during the term of the tenancy unless removal would cause irreparable damage to the premises. If on removing such fixture the Tenant causes any damage to the premises the Tenant shall inform the Landlord forthwith and at the Landlord's option either repair the damage or compensate the Landlord for any reasonable expenses incurred by the Landlord in repairing the damage forthwith.

- (h) Not to assign or sublet the premises during the term of the tenancy without the consent in writing of the Landlord. A'
- (i) To quit the premises on the termination of the tenancy and leave the premises in a reasonably clean and reasonably tidy condition and to remove or arrange for the removal from the premises all rubbish.
- (j) To maintain the buildings to a reasonable standard of cleanliness, with prompt removal of all domestic refuse.
- (k) To always and at all times allow the Landlord or any agent or servant authorized by the Landlord to enter upon the premises for the purposes of satisfying the Landlord that the covenants on the part of the Tenant contained in this lease are being duly observed and performed, or to carry out any necessary maintenance at its own discretion.
- (l) To maintain the premises in a reasonable state of repair having regard to the age and character of the premises.

#### 4. MUTUAL COVENANTS

- (a) That if and whenever the Tenant shall make breach in the performance or observance of any of the covenants conditions or agreements herein on the part of the Tenant contained or implied then in any such case it shall be lawful for the Landlord forthwith and without making any demand or giving any notice whatsoever to enter upon and take possession of the premises whereupon the term hereby created shall cease and determine but without releasing the Tenant from any liability for any rent then due herein or for any antecedent breach of covenant.

IN WITNESS whereof these presents have been executed by the parties hereto this  
day of 2007.

THE COMMON SEAL of THE MACKENZIE DISTRICT COUNCIL )

was hereunto affixed as Landlord in the presence of: )

\_\_\_\_\_

-----

SIGNED by TROY SHERIDAN

For the 'TWIZEL YOUTH GROUP

as Tenant in the presence of:

SCHEDULE

## LANDLOR.D:

Name: The Mackenzie District Council

Address: Main Street, Fairlie

TENANT:

Name: Twizel Youth Centre  
Address: C/ Troy Sheridan  
24 Joule Road, Twizel

TERM:

1 year *from* 1 April 2007 to 31 March 2008

RENT:

\$500 plus GST per annum, payable in advance for each 12 month period by 12

PREMISES:

The Sports Pavilion located at Mackenzie Drive, Twizel, being more particularly described as situated on part Lot I Deposited Plan 52390.

DATED

THE MACKENZIE DISTRICT COUNIL  
The Landlord

And

THE TWIZEL YOUTH GROUP

The Tenant

LEASE

**Garth Nixon**

---

**From:** Arlene Goss  
**Sent:** Monday, 20 January 2014 11:27 a.m.  
**To:** Garth Nixon  
**Subject:** Resolution from Twizel CB 2009 re youth centre

**REPORTS:**1. **YOUTH CENTRE REQUEST:**

This report from the Community Facilities Manager invited the Board to consider a request for a grant from the Twizel Youth Centre.

**Resolved:**

1. That the report be received.
2. That the Twizel Community Board approves the renewal of the lease with the Twizel Youth Group.
3. That the Twizel Community Board provide a grant of \$562.50 to cover the annual cost of the rental of the Twizel Pavilion.
4. That Twizel Community Board approves of the installation of an approved fire in the Twizel Pavilion and agrees to meet the cost of the building consent by way of a grant.
5. That the Twizel Community contributes \$1,000 to the cost of Youth Group excursions subject to the members of the Group contributing voluntary labour for community projects.

**Khandro/Phil Rive**

**Arlene Goss**  
**Committee Clerk**  
**Mackenzie District Council**  
PO Box 52, Main Street, Fairlie  
T: (03) 685 9010 F: (03) 685 8533 [www.mackenzie.govt.nz](http://www.mackenzie.govt.nz)





140 MT COOK STREET  
TWIZEL  
36<sup>th</sup> WOODVILLE ST.  
LEESTON.

MONDAY 13-1-2014

THE CHAIRMAN  
MACKENZIE DISTRICT COUNCIL,  
FAIRLIE.

DEAR Sir,

"RE RUBBISH DISPOSAL."

As a ratepayer to your council I am dissatisfied that because we are not always here on rubbish days and when I take the rubbish to the refuse centre to dispose it I am asked to pay.

I am annoyed because often this rubbish is what has been picked up from around the town. Perhaps we are fools to pick it up but we don't like seeing rubbish scattered around the township.

It doesn't take a rocket scientist to work out that wind force will

blow bins over,

This morning I noticed 5 bins left by holiday makers, blown over and rubbish scattered everywhere. This could be avoided if they did not have to pay if they took their time to take it to the dump.

We blame visitors to N.Z. for a lot of the rubbish left on roadsides but my experiences with them are 90% not guilty.

Hope the matter of paying twice can be rectified

THANK you

yours faithfully  
Bruce McCormick  
ratepayer.

46 Mt Cook St.

TWIZEE

(Copy sent to Twizee community Board!)

**From:** Phil Rive (PMKRS) [mailto:Phil.Rive@placemakers.co.nz]

**Sent:** Thursday, 9 January 2014 1:39 p.m.

**To:** [REDACTED]

**Subject:** RE: Alps 2 Ocean issues

Hi guys,

I'm pleased to pass on some excellent information and suggestions from the A2O marketing man.

I will also add this comment, from a regular visitor, which ties in with the parking issues:

This fellow is a member of the self-contained motorhome ass'n, and has commented that there is nowhere in Twizel that he can park up for a day or two. He eats here, drinks here and when he's had a good night out, wants to be able to have his motorhome in Twizel somewhere. Our Info centre has told him that the closest place is near Pukaki, or down to Omarama. I think we can do better to cater for this group as well - this lack of accommodation on Twizel's part would travel quickly among their membership. His comment included the Mackenzie District as a whole, so Tekapo obviously suffers the same lack of areas (or info on) for self-contained motorhomes. We need to think of areas suitable, and signpost them, and make them available on the MDC website.

Thanks,

Regards

Phil Rive (PMKRS)

-----Original Message-----

From: Jason Menard [mailto:[jason@tourismwaitaki.co.nz](mailto:jason@tourismwaitaki.co.nz)]

Sent: Thursday, 9 January 2014 11:26 a.m.

To: [REDACTED]

Subject: Alps 2 Ocean issues

Hello Mayor Clair, Wayne, and community board members,

I am writing today about 2 issues that have arisen with the Alps 2 Ocean Cycle Trail. Before I begin, let me please reiterate that between March 14th-December 10th our trail counters recorded 5,692 users at Lake Pukaki; 3,343 at Lake Ohau Lodge; and 3,726 at the Ohau Weir. The trail is more popular than anticipated, and many cyclists are describing it as the best trail they have ever ridden. The rapidly increasing popularity of the trail means we will be dealing with new situations. However, a busy trail is what we want because busy equals money spent in the district! And here we go...

#1: Where to leave vehicles for 4-6 days?

I have had many enquiries coming to myself and the Oamaru i-SITE about where people can leave vehicles in Twizel as they depart for the trail. I would not like to see camper vans and vehicles taking up our limited spaces in the towns carparks. Here are some suggestions I have about resolving this issue:

\* Have designated long term parking behind the Four Square/Events Centre. Already vehicles with trailers/boats are directed there, perhaps we can spray paint some designated carpark lines for long term parking?

- \* Dedicate a paddock/section near town for long term parking.
- \* Use one of the industrial sections on Hooker Crescent or Ostler Road. They already have fences up, perhaps they can make room for vehicles to park and make some money renting these spaces out?

## #2: Where to leave bike/bag when shopping in Twizel?

I have heard conversations right outside my office where people have said they want to go into the square and buy some coffee/food for their upcoming ride, but have then decided to leave it be as they couldn't find a convenient place to leave their bikes/bags. The solution for this is reasonably straightforward. Have a dedicated bike rack (perhaps where the old toilets are), with coin operated lockers. I'm sure all councillors and community board members (no matter what their thoughts are on the A2O trail itself) can agree on one simple thing – we would like people to spend money here in Twizel. If it's not convenient, people will forgo their shopping (especially impulse shopping) and move on to the next location down the line. When I finished my most recent ride of the trail, I would up in Oamaru at the ocean's edge by the historic district. I felt like getting a drink then walking around some of the interesting shops. However, there was nowhere convenient for me to store my bike and my bag (which had an expensive camera in it), so I just went to my accommodation and didn't bother with it. Make it easy and convenient and people will spend money in Twizel - of this fact I have no doubt.

I hope we can get some ideas circulating, and some action taken soon. Already over 5,600 users and the season hasn't even reached the prime cycling months yet. Imagine where we will be 5 years from now when we start getting numbers of around 20,000 users.

Cheers,

Jason Menard  
 Alps 2 Ocean Cycle Trail  
 MARKETING & SALES OFFICER  
 Tourism Waitaki  
 Mackenzie District Council  
 Market Place, Twizel, 7901  
 Phone: +64 3 435 0737  
 Mobile: +64 27 702 1213  
 Email: [jason@tourismwaitaki.co.nz](mailto:jason@tourismwaitaki.co.nz)<<mailto:jason@tourismwaitaki.co.nz>>  
 Web: <http://www.alps2ocean.com/>

**FOR YOUR INFORMATION ONLY**

Copy of a report to the Twizel Community Board on 15 June, 2009.

**MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TWIZEL COMMUNITY BOARD  
**SUBJECT:** BRUSHWOOD CHIPPER SAFETY  
**MEETING DATE:** 15 JUNE 2009  
**REF:** WAS 7/12  
**FROM:** MANAGER – COMMUNITY FACILITIES  
**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

**PURPOSE OF REPORT:**

**To set and adopt safety guidelines for use of the Brushwood Chipper**

**STAFF RECOMMENDATIONS:**

1. The report be received
2. That the Community Board approves and adopts the safety procedures for the use of the chipper.
3. The Community Board Purchase helmet visor earmuff combination sets, and bulk supply of earplugs for volunteers

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

**GLEN INNES**  
**CHIEF EXECUTIVE OFFICER**

## **BACKGROUND:**

### **General**

The chipper was purchased by the Community Board for use on Community Projects  
It is a Commercial machine and should serve the community well for a long period

### **Safety**

As owners of the machine we have a responsibility to ensure the health and safety of those using this machine and that it is in safe condition and used in a safe manner

Below is a proposed general guideline to allow the chipper to be used in a safe manner in association with volunteers.

### **General**

- *The chipper will be stored at the Twizel Resource Recovery Park*
- *The chipper is only to be used for community based projects*
- *The chipper is only to go out with a trained operator of the machine*
- *The machine will be supplied with a fuel card and should be refueled after each use. The fuel card will be held at the Twizel Administration Building*
- *There is an operator manual with the machine which should stay with it. All trained operators should be familiar with the machines operation and capabilities.*

### **Servicing**

- *Regular servicing of the machine is essential. While it may take some time to clock through recommended hours for servicing, it is important to ensure that the machine is serviced as per the operating manual.*

### **Operations and Safety**

- *All operators of the brush wood chipper must be trained in its operation and maintenance and have a sound understanding of the machine.*
- *All operators must be signed off as competent to operate the machine by the designated person.*
- *When the machine is being used, one person should be designated as the operator.*
- *The designated operator is responsible for ensuring his/her own safety and the safety of other volunteers working on a work site by ensuring the following:*
- *Undertaking a pre- operational check to ensure all safety equipment is in place and functioning properly*
- *Wearing of appropriate safety clothing*
- *Providing a safety briefing for all those involved*
- *Ensuring that appropriate safety equipment is worn by participants*
- *Establishing a safe working zone around the machine*
- *Ensuring others are adhering to the safety guidelines*

Chipper machines cut tree limbs into small chips. Hazards arise when workers get too close to, or make contact with, the chipper. Contact with chipper operating components (blades, discs or knives) may result in amputation or death. Workers may also be injured by material thrown from the machine. To minimize these hazards, use appropriate engineering and work practice controls, including worker training.

Hazards	Safe Work Practices
Workers making contact with or being pulled into the chipper	<p>Never reach into a chipper while it is operating.</p> <p>Do not wear loose-fitting clothing around a chipper</p> <p>Workers should be trained on the safe operation of chipper machines. Always supervise new workers using a chipper to ensure that they work safely and never endanger themselves or others.</p> <p>Protect yourself from contacting operating chipper components by guarding the infeed and discharge ports, and preventing the opening of the access covers or doors until the drum or disc completely stops.</p> <p>Establish a safe work area around the machine free from debris and trip hazards</p>
Hearing loss	Operators of the machine wear approved hearing protection at all times when the machine is in operation
Face, eye, head or hand injuries from flying debris	<p>Operators of the machine to wear appropriate safety equipment. This will include safety glasses, hard hats and gloves</p> <p>Se up safe zone around intake and discharge areas</p> <p>Maintain a safe distance (i.e 6 meters from intake , 30 meteres in line with discharge) between chipper operations and other work/workers.</p>
Untrained volunteers assisting	<p>Brief all volunteers on safety procedures and safe zones</p> <p>Provide hearing protection</p>
General	<p>Always follow the manufacturer's guidelines and safety instructions</p> <p>Prevent detached trailer chippers from rolling or sliding on slopes by chocking the trailer wheels.</p> <p>When servicing and/or maintaining chipping equipment (i.e., "un jamming") use a lockout system to ensure that the equipment is de-energized</p>

### **Safety Equipment**

The Community Board should purchase some safety equipment for the machine  
Specifically two combination helmet earmuff visor for the operators - cost approximately \$82.00 each also purchase box of 200 ear plugs \$ 36.00 for distribution amongst volunteers this equipment should stay with the machine .

### **CONCLUSION:**

To ensure the safe operation of the machine these guidelines should be adopted by the Twizel Community Board.