



454TH MEETING OF THE
MACKENZIE DISTRICT COUNCIL

TO THE MAYOR AND COUNCILLORS OF THE MACKENZIE DISTRICT COUNCIL

Membership of the Council:

Mayor Claire Barlow
Cr Russell Armstrong
Cr Murray Cox
Cr Noel Jackson
Cr James Leslie
Cr Graham Smith
Cr Evan Williams

*Notice is given of a meeting of the Mackenzie District Council to
be held on Tuesday September 15, 2015, at 9.30am.*

VENUE: Twizel Events Centre Lounge, Twizel.

BUSINESS: As per the attached agenda.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER



MACKENZIE DISTRICT COUNCIL

Agenda for Tuesday September 15, 2015, at 9.30am

VISITORS

At 11.30am members of the Pukaki Airport Board will attend to present their chairman's report, draft statement of intent, and to farewell board member Bruce Anderson.

At 1.00pm rates officer Pauline Jackson will attend to give a presentation on the breakdown of the rates for the current year.

OPENING AND APOLOGIES

DECLARATIONS OF INTEREST

BEREAVEMENTS

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G) RESERVE BALANCE ALLOCATION	48
H) REPORT FROM CHRISTCHURCH CANTERBURY TOURISM	59
I) COMMON SEAL	64
J) 11.30AM: PUKAKI AIRPORT BOARD – CHAIRMAN'S REPORT, DRAFT STATEMENT OF INTENT AND FAREWELL BRUCE ANDERSON	65
K) 1.00PM: PRESENTATION ON RATES FROM PAULINE JACKSON	

PUBLIC EXCLUDED REPORTS:

A) SALE OF LAND AT LAKESIDE DRIVE, TEKAPO	75
B) SALE OF LAND AT TEKAPO VILLAGE	99
C) MID-SOUTH CANTERBURY ROADING COLLABORATION TENDER CONSIDERATION PROCESS	129
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E) DOG INCIDENT FAIRLIE	138
F) CHIEF EXECUTIVE'S PERFORMANCE REVIEW	151

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| A) MINUTES OF THE TEKAPO COMMUNITY BOARD, AUGUST 24. | 156 |
| B) MINUTES OF THE TWIZEL COMMUNITY BOARD, AUGUST 24. | 161 |
| C) MINUTES OF THE FAIRLIE COMMUNITY BOARD, AUGUST 31. | 167 |

RECEIVE COMMITTEE MINUTES:

Resolve that Council receive the minutes of the following committees:

- | | |
|---|-----|
| A) MINUTES OF THE EXTRAORDINARY ASSET AND SERVICES
COMMITTEE MEETING, AUGUST 11. | 171 |
| B) MINUTES OF THE ASSET AND SERVICES COMMITTEE, SEPT 1. | 174 |
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| F) MINUTES OF THE AUDIT AND RISK COMMITTEE, SEPT 1. | 188 |
| G) MINUTES OF THE EXTRAORDINARY PLANNING AND REGULATION
COMMITTEE, SEPT 3. | 190 |

CONFIRM COUNCIL MINUTES: 193

Resolve that Council confirms and adopts the minutes of the Mackenzie District Council meeting held on August 24, 2015, as the correct record of the meeting, including those parts taken in public excluded.

ADJOURNMENTS:

- | | |
|---------|---------------|
| 10.30AM | MORNING TEA |
| 12.00PM | LUNCH |
| 3:00PM | AFTERNOON TEA |

PUBLIC EXCLUDED RESOLUTION:

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

- G) SALE OF LAND AT LAKESIDE DRIVE, TEKAPO
- H) SALE OF LAND AT TEKAPO VILLAGE
- I) MID-SOUTH CANTERBURY ROADING COLLABORATION
TENDER CONSIDERATION PROCESS
- J) BAD DEBTS WRITTEN OFF TO JUNE 30, 2015
- K) DOG INCIDENT FAIRLIE (TO BE TABLED AT THE MEETING)
- L) CHIEF EXECUTIVE'S PERFORMANCE REVIEW
- M) PREVIOUS MINUTES ASSET AND SERVICES AUGUST 11.
- N) PREVIOUS MINUTES ASSET AND SERVICES SEPTEMBER 1.
- O) PREVIOUS MINUTES FINANCE COMMITTEE SEPTEMBER 1.
- P) PREVIOUS MINUTES PLANNING AND REGULATION COMMITTEE SEPT 3.
- Q) PREVIOUS MINUTES COUNCIL AUGUST 24.

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
Sale of Land at Lakeside Drive, Tekapo	Enable commercial negotiations	48(1)(a)(i)
Sale of Land at Tekapo Village	Enable commercial negotiations	48(1)(a)(i)
Mid-South Canterbury Roothing Collaboration Tender Consideration Process	Enable commercial negotiations	48(1)(a)(i)
Bad Debts Written Off to June 30, 2015	Protect the privacy of natural persons	48(1)(a)(i)
Dog Incident Fairlie	Protect the privacy of natural persons Maintain legal professional privilege	48(1)(a)(i)
Chief Executive's Performance Review	Protect the privacy of natural persons	48(1)(a)(i)
Previous minutes Asset and Services August 11.	Enable commercial negotiations	48(1)(a)(i)
Previous minutes Asset and Services September 1	Commercial sensitivity	48(1)(a)(i)
Previous minutes Finance Committee September 1	Commercial sensitivity	48(1)(a)(i)
Previous minutes Planning and Regulation Committee Sept 3	Maintain legal professional privilege	48(1)(a)(i)

Previous minutes Commercial sensitivity 48(1)(a)(i)
Council August 24

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: *Sale of land at Lakeside Drive, Sale of land at Tekapo Village, Mid-south Canterbury Roading Collaboration, Previous Minutes Asset and Services August 11, all under section 7(2)(i). Bad Debts Written Off, Dog Incident Fairlie and Chief Executive's Performance Review under section 7(2)(a). Previous minutes Asset and Services September 1, previous minutes Finance Committee September 1, previous minutes Council August 24 all under section 7(2)(b)(ii). Previous minutes Planning and Regulation September 3 and Dog Incident Fairlie under section 7(2)(g).*

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL
SUBJECT: GENERAL ACTIVITIES REPORT
MEETING DATE: 15 SEPTEMBER 2015
FROM: MAYOR

COUNCIL, COMMITTEE AND BOARD MEETINGS

1 Sep	Committee Day.
3 Sep	Plan Change 13 Workshop and Meeting.
15 Sep	Council meeting.

OTHER MEETINGS AND ACTIVITIES

5 Aug	Met with Chamber of Commerce & ADBT along with the CEO.
12 Aug	Met with Pamela Peters and Cr Smith regarding CEO Review.
20 Aug	Attended newcomers and Migrants Programme Hui in Rolleston. Met with Amy Lamb regarding the Mayoral Volunteer Awards. Attended the TPDA's recent strategy 'Twizel our Town Our Future' with the CEO in Twizel.
24 Aug	Attended 150 years meeting in Fairlie.
25 Aug	Met with Chris Mulcare regarding Space Park. Attended the Tekapo Property group Meeting. Attended the Mackenzie Schools Science Awards in Fairlie.
26 Aug	PortFM Radio Show.
27 Aug	Attended Workshop – Promoting tourism to the Canterbury region in Christchurch with the CEO, facilitated by Ecan. Attended Mid-South Canterbury Roothing Collaboration Meeting in Christchurch.
28 Aug	Attended Mayoral Forum in Christchurch with the CEO. Attended the South Canterbury Business Excellence Awards Dinner in Timaru.
31 Aug	Judged St Joseph's Speech Competition.
2 Sep	Met with Minister Nicky Wagner, the CEO and Councillors regarding the Mackenzie Agreement. Met with the CEO, Christina Robb & Peter Skelton from Ecan regarding the Mackenzie Agreement.
9 Sep	Attended Regional Research Institutes Workshop with ADBT in Timaru.
11 Sep	Attended Roothing Collaboration presentation by B Haar & S Ratahi and a meeting of Ashburton, Waimate, Timaru Mayors and MDC Councillors regarding Roothing Collaboration.

1. That the report be received.

CLAIRE BARLOW
MAYOR

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: CHIEF EXECUTIVE OFFICER'S GENERAL ACTIVITIES REPORT

MEETING DATE: 15 SEPTEMBER 2015

REF: PAD 2/3

FROM: CHIEF EXECUTIVE OFFICER

ACTIVITY REPORT

COUNCIL, COMMITTEE AND BOARD MEETINGS

11 Aug	CEO Performance review
24 Aug	Twizel/Tekapo Community Boards.
31 Aug	Fairlie Community Board.
1 Sep	Committee Day.
3 Sep	Plan Change 13 Workshop and Meeting.
15 Sep	Council meeting.

OTHER MEETINGS AND ACTIVITIES

5 Aug	Met with Christina Robb & Katherine Trought from Ecan with Toni Morrison & Arlene Goss to discuss Water Committee ZIP Addendums. Met with Chamber of Commerce & ADBT along with the Mayor.
10 Aug	Management Meeting Met with Derek Kirke regarding Pukaki Airport Board.
12 Aug	Met with Ben Henry from Aurecon regarding Tekapo Development. Met with Milward Finlay Lobb (Andrew Rabbidge & Jason Bolitho) regarding numerous projects with MDC, in Timaru. Met with MSC Rooding Collaboration Leadership Group in Timaru.
13 Aug	Staff monthly meetings in Fairlie & Twizel. Met with Don & Catherine Young regarding Tekapo Development. Met with Jason Menard regarding A2O.
17/18 Aug	Attended SOLGM Community Plan Forum with Paul Morris and Toni Morrison in Christchurch.
19 Aug	Management meeting
20 Aug	Met with Norm Girvan regarding School road property. Attended a workshop on 'Twizel our Town Our Future' with the Mayor in Twizel.
21 Aug	Met with Runanga and Geoff Horler.
24 Aug	Management Meeting.
25 Aug	Met with Matt Hurst. Attended the Tekapo Property group Meeting.
26 Aug	Attended an LTP Debrief meeting.
27 Aug	Attended Workshop – Promoting tourism to the Canterbury region in Christchurch with the Mayor, facilitated by Ecan. Attended Mid-South Canterbury Rooding Collaboration Meeting in Christchurch.

28 Aug	Attended Mayoral Forum in Christchurch with the Mayor.
31 Aug	Management meeting. Met with Charles Anderson
2 Sep	Met with the Mayor, Cr Cox & Smith & Nathan Hole regarding Sid McCaully issue at Tekapo. Met with Minister Nicky Wagner, The Mayor and Councillors regarding the Mackenzie Agreement. Met with the Mayor, Christina Robb & Peter Skelton from Ecan regarding the Mackenzie Agreement.
4 Sep	SOLGM – Karen Thomas regarding Council self-assessment programme.
7 Sep	Management Meeting.
8 Sep	Met with Joe Davies from the Union and Garth Nixon plus other staff.
9 Sep	Met with Toni Morrison to catch up with Policy matters.
10 Sep	Met with Planning Team for general catch up.
11 Sep	Attended Rooding Collaboration presentation by B Haar & S Ratahi and a meeting of Ashburton, Waimate, Timaru Mayors & CEO's regarding Rooding Collaboration.
14 Sep	Strategic Direction meeting in Tekapo with Management and some staff.

1. That the report be received.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: HIGH COUNTRY MEDICAL TRUST

MEETING DATE: 9 SEPTEMBER 2015

REF:

FROM: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To enable Council to resolve to approve the terms of agreement with the High Country Medical Trust.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That Council approve the Agreement relating to the Twizel Medical Centre premises as stipulated by clause 7.1 of that agreement.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

Agreement relating to Twizel Medical Centre premises.

BACKGROUND:

On 28 October 2014, Council resolved:

That Council instruct the CEO to execute the deeds to confirm a lease and the Agreement relating to the Twizel Medical Centre premises.

There has been some delay in finalising execution of the documents but this has now been done.

Clause 7.1 of the agreement specifies that it is conditional upon:

Council passing a resolution to approve all the terms of this agreement within two (2) months of the date of this agreement.

The agreement is dated 29 July 2015.

SIGNIFICANCE OF DECISION:

This decision is not significant in terms of Councils Significance and Engagement Policy.

ISSUES & OPTIONS:

This agreement enacts Councils intention as reflected in previous resolutions.

The resolution sought reflects administrative confirmation in accordance with the agreement.

CONCLUSION:

It is recommended that Council approve the Agreement relating to the Twizel Medical Centre premises as stipulated by clause 7.1 of that agreement.

HIGH COUNTRY MEDICAL TRUST

("the Trust")

A N D

MACKENZIE DISTRICT COUNCIL

("Council")

AGREEMENT RELATING TO
TWIZEL MEDICAL CENTRE PREMISES

GRESSION DORMAN & CO
SOLICITORS
TIMARU
KSG-124603-1-12-V2:KSG



AGREEMENT made the

29th day of July

2015

PARTIES:

1. **HIGH COUNTRY MEDICAL TRUST** ("the Trust" or "Trust Board")
2. **MACKENZIE DISTRICT COUNCIL** ("Council")

BACKGROUND:

- A. The Trust is a charitable trust established by deed dated the 17th of June 2011 ("Trust Deed") and incorporated under the Charitable Trusts Act 1957 (registered number 2557559) and registered pursuant to the Charities Act 2005 (registered number CC49308).
- B. The current Trustees of the Trust are **SIMON MCPHERSON WILLIAMSON**, **ROBERTA JOY PATERSON**, **PRISCILLA CAMERON** and **BRUCE DALKEITH WHITE** ("current Trustees"). *and John Alan Jacobs, Timothy David Pratt and Bruce Ronald Cowan* r.p.
MB
LB
- C. The Trust has been formed to act together with local health professionals, caregivers and the community to provide quality health care to the public in the Mackenzie Basin and Omarama Districts ("Mackenzie/Omarama Community").
- D. At present the Trust leases the existing Twizel Medical Centre premises and ancillary buildings at 37 Tasman Road, Twizel ("Existing Property") from the Council.
- E. The future health care needs of the Mackenzie/Omarama Community necessitate a larger, purpose-built facility ("New Medical Centre") which will also cater for an anticipated expansion of future health care services.

LB

MB

- F.** The Trust is in the process of raising sufficient funds to enable construction of the New Medical Centre. The Council is supportive of the Trust's aims and objectives.
- G.** The Trust and the Council have identified a suitable site for the New Medical Centre on land which the Council leases to the Twizel Golf Club.
- H.** The Council and the Golf Club are in negotiations concerning a partial surrender of the Golf Club's lease of that part of the golf course ("partial surrender of lease to the Twizel Golf Club") where the Trust would like to build the New Medical Centre.
- I.** The proposed site for the New Medical Centre comprises approximately 2597m² on Mackenzie Drive, Twizel which is at present part of Lot 7 Deposited Plan 52250 contained in Computer Freehold Register CB31F/180 as shown on the attached aerial photograph shown in Schedule B ("New Property").
- J.** The Trust and the Council wish to enter into this Agreement ("Agreement") to record their agreement concerning both the Existing Property and the New Property.

AGREEMENT

1. The Council will:
 - 1.1 use all reasonable endeavours to obtain a partial surrender of lease to the Twizel Golf Club on terms and conditions which allow the Council to enter into a lease of the New Property to the Trust; and
 - 1.2 undertake a subdivision to obtain a separate new certificate of title for the New Property and provide for the balance of the land in title CB31F/180 to be amalgamated with Lot 5 DP 52250.
2. The Council and the Trust will promptly thereafter enter into a perpetual ground lease of the New Property ("Lease") on the terms set out in the draft deed of lease for bare land set out in Schedule A.

3. The Trust will construct the New Medical Centre premises and ancillary buildings on the New Property at its cost and in accordance with all statutory requirements including the Resource Management Act, the Building Act, the Building Code and the Council's District Plan. The Trust shall own all of the improvements on the New Property.
4. The Council agrees to lend the Trust ("New Medical Centre Loan") a sum equal to the current rating valuation of the Existing Property as at the date of this Agreement and the further amount of \$80,000.00 being an additional amount to cover the costs incurred by the Council in completing the subdivision and obtaining a title for the new property such loan to be on the following terms and conditions:
 - 4.1 the New Medical Centre Loan shall be advanced by the Council to the Trust upon:
 - (a) the Trust entering into a term loan agreement recording the loan by the Council to the Trust on such terms and conditions as the Council may reasonably approve;
 - (b) the Trust entering into a lease of the New Property from the Council;
and
 - (c) the Trust entering into a contract for the construction of the New Medical Centre on such terms and conditions as the Council may reasonably approve for the construction of the New Medical Centre.
 - 4.2 the New Medical Centre Loan shall only be repayable by the Trust to the Council in the event that:
 - (a) a certificate of practical completion and a code compliance certificate have not issued in respect of the construction of the New Medical Centre at the New Property within five years of the date of this Agreement;



- (b) the Council has given notice to the Trust terminating the Lease for any of the reasons set out in the lease of the New Property; or
 - (c) the Trust is in breach of the terms of the term loan agreement for the New Medical Centre Loan and the Council has served notice on the Trust requiring repayment of that Loan.
- 4.3 The New Medical Centre Loan shall be interest free except in any of the circumstances where the loan shall be repayable by the Trust to the Council as specified in clause 4.2. In those circumstances, the Trust shall pay interest to the Council at the higher interest rate which shall be the interest rate charged at that date by Westpac New Zealand Limited for loans on commercial properties secured by way of first mortgage plus a margin of 5%.
- 4.4 The Council shall not require any security for the New Medical Centre Loan.
- 5. Subject to clause 11 of this Agreement and any matters that may result as a consequence of negotiations between the Trust and the Council, in the event that the Lease is terminated, all assets situated at the New Property will vest in the Council as the registered proprietor of the New Property.
- 6. In the event that the Trust has been unable to obtain a certificate of practical completion and a code compliance certificate for the New Medical Centre within four years of the commencement of the ground lease of the New Property, the parties shall in good faith review the terms of this Agreement, with the intention of determining how to best meet the long term health care needs of the community.
- 7. This Agreement is conditional upon:
 - 7.1 the Council passing a resolution to approve all the terms of this agreement within two (2) months of the date of this Agreement;

- 7.2 the Council being able to obtain a partial surrender of lease to the Twizel Golf Club on such terms and conditions as the Council may reasonably approve within three (3) months of the date of this Agreement; and
- 7.3 the Council receiving approval from the Council (acting in its regulatory capacity) and Land Information New Zealand, to the Council obtaining a new title for the New Property within four (4) months of the date of this Agreement.
8. The parties acknowledge that:
- 8.1 satisfaction of the conditions in this clause shall be at the sole and absolute discretion of the Council; and
- 8.2 in relation to each of the conditions in this Agreement the following shall apply unless otherwise expressly provided:
- (a) the condition shall be a condition subsequent;
 - (b) the Council shall do all things which may reasonably be necessary to enable the condition to be fulfilled;
 - (c) time for fulfilment of any condition and any extended time for fulfilment to a fixed date shall be of the essence;
 - (d) the condition shall be deemed to be not fulfilled, until notice of fulfilment has been served by the Council on the Trust; and
 - (e) the Council may waive any condition. Any such waiver shall be by notice.

WB

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9. **Miscellaneous**

- 9.1 Each party must execute and deliver all documents and do all other things reasonably necessary for the proper and complete performance of its obligations under this Agreement.
- 9.2 This Agreement may be executed in any number of counterpart copies which taken together will be deemed to form the same Agreement. The parties acknowledge that this Agreement may be executed by an exchange of facsimile and/or scanned and emailed PDF copies and execution of this Agreement by that means is valid and sufficient execution.
- 9.3 The law of New Zealand applies to this Agreement and the transactions contemplated by it. The courts of New Zealand have jurisdiction in respect of this Agreement and the transactions contemplated by it.
- 9.4 Each party shall be responsible for its own costs in relation to this Agreement and the implementation of its terms.
10. Nothing in this Agreement will require the Council to process or deal with any application to Mackenzie District Council for consents or approvals except in accordance with its normal procedures and timeframes or to determine any application (where a determination by Mackenzie District Council is required) except in accordance with normal principles and standard criteria for such applications. The Trust acknowledges that:
- 10.1 Mackenzie District Council, in its capacity as a territorial authority, is required to carry out its statutory consent functions under the Resource Management Act 1991 and the Building Act 2004 in accordance with the provisions of those statutes;
- 10.2 the granting by Mackenzie District Council of any consent or approval by Mackenzie District Council as territorial authority under either the Resource Management Act 1991 or the Building Act 2004 will not of itself be deemed to be a consent or approval by the Council under this Agreement or any agreement or covenant which may result from this Agreement or be referred to in this



Agreement and in any such circumstances the Trust shall be required to obtain consent from Mackenzie District Council acting in its capacity as a party to this Agreement; and

10.3 Mackenzie District Council is bound by statutory obligations to exercise its powers, including discretionary powers and duties under both the Resource Management Act 1991 and the Building Act 2004 without regard to any relationship which it may have with the Trust under this agreement.

11 The Council and the Trust acknowledge that:

- (a) circumstances may arise whereby the Trust considers it necessary or appropriate to contemplate changes to the service delivery model for health care services provided at the New Medical Centre and that such changes if agreed by the parties may result in a termination of the Lease;
- (b) it is impractical to make provision for every contingency that may arise in the performance of the parties obligations under this Agreement or the Lease; and
- (c) if the Lease should be terminated by mutual agreement on the basis that such termination is in the best interests of the Mackenzie/Omarama Community and the provision or promotion of health care service delivery within that community then, notwithstanding the provisions of clause 5.4 of the Lease, the parties shall use all reasonable endeavours to negotiate in good faith with a view to reaching a mutually acceptable agreement as to the ongoing ownership and use of the New Medical Centre and the fittings and fixtures incorporated in the New Medical Centre.

WB

M

SIGNED as an agreement

SIGNED for and on behalf of

HIGH COUNTRY MEDICAL TRUST

by

) [Signature] R. Paterson
) S.M. Williamson R. J. PATERSON
 Trustee Trustee

SIGNED for and on behalf of

MACKENZIE DISTRICT COUNCIL

by its duly authorised officer

) [Signature] (MAYOR)
) [Signature]
) Wayne Barnett CEO 7/6/16



[Signature]

SCHEDULE A – Deed of Lease

LB

MA

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: GRANT APPLICATION: THE BURKES PASS HERITAGE TRUST

MEETING DATE: 15 SEPTEMBER 2015

REF: FIN 4/1

FROM: SENIOR REVENUE OFFICER

ENDORSED BY: MANAGER FINANCE & ADMINISTRATION
CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

The purpose of this report is to consider a request for funding for rates for the Burkes Pass church by the Burkes Pass Heritage Trust.

RECOMMENDATION:

1. That the report be received.
2. That the Mackenzie District Council grant The Burkes Pass Heritage Trust \$343.00 for 2015/16 rates assessed to The Burkes Pass Church.

PAULINE JACKSON
SENIOR REVENUE OFFICER

ATTACHMENTS:

Burkes Pass Heritage Application 27/01/2015.

BACKGROUND:

The Burkes Pass Church rateable status is that as a church it is not charged full rates and only has to pay service rates (ie water, sewerage rates). Previously Council has received a submission of funding for rates for the Burkes Pass Church as part of the LTP process and has provided an annual grant equal to the amount of each years rates for the term of the LTP. The Burkes Pass Heritage trust did request funding this year but the request was received earlier than the LTP submission process and was not included in the process and was not included as part of the Long-Term Plan.

SIGNIFICANCE OF DECISION:

This matter is not deemed significant under the Council's significance policy as it is an operational decision which implements existing policy.

RECOMMENDATION:

That Council grant \$343.00 to fund the rates availability service charges that the heritage trust is charged and advise the chairperson of the trust that this is an annual grant for the term of the current LTP and will have to be requested annually for the next 2 years..

The Burkes Pass Heritage Trust

27/1/15

Mackenzie District Council

Fairlie

Submission: The Burkes Pass Heritage Trust requests that the Mackenzie District Council consider continuation of a grant for the total amount of rates due each year for the Burkes Pass Church in the LTCCP 2015-18.

Background

The support of the Council in providing this grant annually since 2001 has been crucial to the success of our Trust and enabled us to complete many community projects in the Burkes Pass Township. I enclose a record of these for your information. The Trust is a registered charitable trust (CC21800).

Multipurpose Use of the Building

- A **church** - I understand that the property is liable for half the general rates. It does not have a sewage connection or water although these amenities are potentially available at the boundary.
- A **community hall** – it is used for community meetings and events,
- A **heritage centre** - it has interpretation panels about the significance of Burkes Pass Township in Mackenzie history, and the history of this building. A neighbour opens the building daily.

Significance of the Church Building

- Built in 1872, it is the oldest church in the Mackenzie District and in 2012 Heritage NZ upgraded its designation to a category one building as the oldest Union church (one built by a committee from several denominations) in NZ.
- Mackenzie District Council Heritage Schedule category Y.

Financial Information

I enclose our latest audited accounts. While the Trust actively pursues fundraising for individual projects, our income is mainly from a stall and donation box inside the church.

The Trust looks forward to the continuing support from the Mackenzie District Council and consideration of our request. I would like to speak to this submission.

Yours sincerely

Jane Batchelor
Chairperson

Alma Cottage, Burkes Pass, Ph 6856271, email janelbatch@gmail.com
Postal Address: 41 Kirkwood Avenue, Christchurch 8041. Ph (03) 348 1531

Charitable Trust Name: The Burkes Pass Heritage Trust
 Financial Statement for year ended : 31 5 14

Charities Commission Number: CC21800

Income	subtotals 2014	2014
church weddings		200.00
Sales and donations		
Sales church box	3253.93	
Sales firewood	0.00	
sales on line	22.00	
Total Sales	3275.93	
Donations	235.50	
Total Sales and Donations		3511.43
grants		0.00
interest		126.63
Term deposit interest (*not included in reports)		0.00
Insurance payout		0.00
Total Income		3838.06
Expense		
archives		
bank fees		10.00
church building		6325.00
Church grounds		0.00
church services		75.77
church contents		1020.05
electricity		596.73
insurance		171.29
office		300.18
other		575.00
plantings		0.00
projects		0.00
interpretation		0.00
rates		0.00
Sales expenses		372.76
Total Expense		9446.78
Total Income		3838.06
less Total Expenses		9446.78
Net surplus		-5608.72
Assets		
Fixed assets		
Church building		35325.00
Land	50000.00	
Church contents		6869.93
Church organs x2		10000.00
Musterer's Hut		4400.00
Church Toilet Building		1500.00
Total fixed assets		108094.93
Cash assets		
Bonus saver opening bal		5573.95
Cheque acc opening bal		569.49
Term Deposits opening		5730.05
net surplus for year		-5608.72
Total cash assets		6,264.77
Total Assets		114,359.70
Liabilities		
Anliss Cottage Restoration		1,038.00
Church Window Restoration		0.00
Cemetery Guide Book		475.00
Heritage walk interpretation		800.00
Church Insurance		0.00
Outstanding accounts		0.00
Church painting		2000.00
Church fence		800.00
Toilet interior		300.00
Plantings		200.00
Total Liabilities		5,613.00
Net Worth		
Total assets		114,359.70
less total liabilities		5,613.00
Net worth		108,746.70
Disposable funds		
cash assets		6,264.77
less total liabilities		5,613.00
Total disposable funds		651.77

Signed

Name and designation:

Burkes Pass Heritage Trust Projects

2000

- Formation of Trust and incorporation

2001

- Purchase of St Patricks church
- Building report
- Valuation
- Surveyor to re-peg boundary of church property
- Fencing church property
- Establishment of website
- 129th celebration and transition from Parish service
- Commenced BPHT Newsletter quarterly email and post.

2002

- Manufacture of 4 reproduction pews to match the 4 original ones
- Landscape architect plan for village, heritage walk and church grounds
- Reconnect electricity to church
- Planting according to landscape plan
- Search historic titles for archives,
- 130th celebration service

2003

- Conservation architect plan for the church building
- Anniss cob cottage re-roofed
- Heritage covenant placement on the title
- Purchase of fencing for plant protection.
- Interpretation plan for church and walkway and production of information panels in church
- Piping open drain beside the cafe and remove road shoulder for traffic safety
- Rowan Tree Avenue planted and pin oaks on Rollesby corner.
- Highway threshold planting – eastern town entrance
- Antique display table purchase
- Burkes Pass Heritage Trust brochures/Guide to Heritage Walk

2004

- Framed interpretation panels for church
- Photo collection and reproduction for church album
- Removal of log burner from church and taking up floor coverings
- Church painted in original colors
- Highway threshold planting-western township entrance
- Construction of village heritage walk including track and boardwalks

- Fencing Anniss Cottage
- Chris Cape Folk Music/Poetry performance

2005

- Hosted the two day Hayter Family Reunion
- Threshold tussock planting
- Arborist work on trees in church grounds (John Baxter)
- Fire extinguisher church
- Restoration of two church organs
- Cabbage Tree Flat planted and fenced
- Cemetery tour

2006

- Anniss cob wall restoration
- Cemetery guide booklet
- Preparation of history summaries for 12 heritage inventory items.
- Convert existing bus shelter to 'Musterer's Hut' visitor centre

2007

- Musterer's Hut – building completed.
- Limestone trough relocated to shelter beside hut.
- Installed recycling bin stand for MDC.
- Installed windows and door Anniss cottage/further cob work

2008

- Oral history – 6 interviews recorded, hand-over ceremony and records deposited in Sth Cnty Museum archives (J Foley, professional oral historian)
- Burkes Pass Heritage Township signs
- Landscaping the Musterer's Hut
- Anniss Cottage access stile
- Interpretation Musterer's Hut
- Restoration of original church leadlight window- G Stewart, glass conservationist
- Erected Heritage Township signs on planted threshold areas at town entrance/exit

2009

- Oral history – a further 6 interviews professionally recorded by Jaqui Foley
- Significant cob repairs on Anniss Cottage
- Initial planting of wetland area on heritage walk
- Submission to MDC for support for listed heritage buildings accepted
- Planted new native beech grove adjacent to eastern threshold
- Lobbied Opus for speed indicator sign and base installed
- Cemetery headstone repairs Bain grave

- Cleared vegetation from historic grave digger's hut

2010

- Obtained grant for repairs and paint for Highfield cob cottage
- Exterior lights for church installed
- Window and sill repairs – Highfield cottage
- Antique storage cupboard restored for church

2011

- MDC meeting re-enactment at first council offices in Burkes Pass
- Grant obtained for church security equipment – alarm and security cameras installed
- Drainage around Highfield cottage
- Further heritage walk signage installed
- Picnic table and seating adjacent Musterer's Hut
- Church exterior re-painted and minor EQ repairs

2012

- Application to Heritage NZ with research for category 1 status achieved
- Arborist felled pine tree threatening church and made safe others
- Web site upgrade and face book page started
- Restoration of historic ice rink started
- Sibbald grave stone obelisk re-erected

2013

- Relocation of early hut to site adjacent to church and restoration for amenity
- Installation of repaired original church window and replica windows by glass conservator, Graham Stewart
- Planted mature replacement oak tree adjacent to Jubilee tree struck by lightning
- Celebration Gathering event, for windows, tree and Gallery opening.

2014

- Reconstruction of back porch, Highfield cottage
- Meeting with Downers re highway 8 issues and presentation of village road verge planting plan
- Entertainment evenings –support by BPHT of initiative of Gallery and Creative Communities
- Invited speaker at Oamaru Victorian celebrations on 'Burkes Pass and a Load of Old Bullocks'
- Continued development of BP related resources for church stall- bullock wagons etc
- Information support/tour for MDC contractor doing heritage review

- Broom cupboard restored and installed.
- Development of Heritage Walk interpretation panels and stands.

2015

- Video/oral history recorded of past resident of BP

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: Request for Grant Lake Alexandrina Conservation trust

MEETING DATE: 15 October 2015

REF: LAN 10/2

FROM: Garth Nixon Community Facilities Manager

PURPOSE OF REPORT:

For the Committee to consider the request from the Alexandrina Conservation Trust.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the Asset and Services Committee approve a \$17,350 grant to the Lake Alexandrina Conservation Trust funded from the Lake Alexandrina Reserve

GARTH NIXON
COMMUNITY FACILITIES MANAGER

ATTACHMENTS:

Grant request from Lake Alexandrina Conservation Trust

BACKGROUND:

The Alexandrina Conservation Trust has been undertaking work in this area for a number of years and their work includes a number of significant projects including Briar removal, Willow removal and improvements to Outlet creek and Scotts Creek. Previously Council granted \$10,000 in 2013 and \$16,400 in 2014. The Conservation Trust are seeking \$17,350 toward this year's projects.

POLICY STATUS:

The Policy regarding the proceeds from rentals from Lake Alexandrina Huts provides the first call on funds to be for projects in the Reserve, subject to an emergency balance being retained in the fund. The fund will also support projects on other reserve areas. This request is a legitimate call on these funds and fits.

SIGNIFICANCE OF DECISION:

Not considered to be a significant issue.

ISSUES & OPTIONS:

The options in this case would be to either fund the entire request or part fund this request.

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

The balance of the Lake Alexandrina Reserve fund is \$324,000.

The Policy required that we maintain a balance in the region of \$21,000.

The Lake Alexandrina Conservation Trust received \$10,400 as a grant in 2013 and \$16,400 in 2014.

No budget has been allocated for grants from this cost centre as we never know what may come in by way of requests.

ASSESSMENT OF OPTIONS:

There is sufficient budget available to support this request in its entirety.

To part fund this work will mean less work gets done or they have to find funds elsewhere.

CONCLUSION:

There are sufficient funds available. There are no other current competing projects for this fund. The Conservation Trust do good work. The Council should approve a \$17,350 grant to the Lake Alexandrina Conservation Trust, funded from the Lake Alexandrina Reserve.

ASSESSMENT OF OPTIONS:

There is sufficient budget available to support this request in its entirety. To part fund this work will mean less work gets done or they have to find funds elsewhere.

CONCLUSION:

There are sufficient fund available. There are no other current competing projects for this fund. The Conservation Trust do good work. The Assets and services Committee approve a \$16,400 grant to the Lake Alexandrina Conservation Trust, funded from the Lake Alexandrina Reserve



**5 Oak Place
Timaru**

**Phone (03) 6861690
Fax (03) 6861691
Email mary.wallace@xtra.co.nz**



8 June 2015

Mackenzie District Council
Main Street
PO Box 52
Fairlie 7949
New Zealand

The Mayor: Claire Barlow

Dear Claire

We would like to take this opportunity to thank the Mackenzie District Council for their support last year which was greatly appreciated and put to good use. As per our funding application we undertook all of the planned projects however the work on the Scotts Creek spawning bed improvement was only able to be partially completed due to under-estimating the cost of the total works and receiving late quotes: estimate \$20,000, cheapest of three quotes \$42,500.

At our recent AGM meeting the following projects were approved for the next 12 months and we would like to be considered for any assistance and support that the Council can provide. We understand that funding is available for suitable projects within the Lake Alexandrina/McGregor Reserve and therefore make application for the following projects.

Projects for the following 12 months are:

1	On-going - plants for spring planting. Order for 500 Carex at 95c/each	\$475
2	Plants for autumn planting-restorative planting of pockets of native grasses within the reserve. 500 plants at 95c/each	\$475
3	Work day costs for 5 annual workdays @\$300/workday	\$1,500
4	Scotts Creek Project -Completion of last year's enhancement	\$16,000
5	Contract spraying of Briar regrowth – area two @ \$1,000/day plant and operators for 2 days	\$2,000
6	Spray for the contract spraying base product plus penetrant (estimate)	<u>\$800</u>

Total (GST incl) \$21,250



We have had sponsor commitment for 3 work days @ \$300/work day	\$900
Trust funds available	<u>\$3,000</u>
	\$3,900

Leaving a shortfall of \$17,350

Any contribution that the Mackenzie District Council can make to our shortfall would be greatly appreciated.

Our Trust has been operating for 10 years with projects completed thanks to the work of volunteers and \$216,000 of charity funding. The projects include wilding pine/briar control in the Lake Alexandrina Reserve around the 17.6 kilometres of the Lake using contractor and volunteer resources, with small pockets, regrowth and the shoreline remaining to be treated. A programme of maintenance spraying of regrowth is on-going. We have also successfully undertaken spawning enhancement of the Outlet Creek and part of Scotts Creek including minor works.

Future work associated with the above projects includes on going planting of native flora.

As a voluntary group the Trust relies on donation funding for all budget requirements therefore we look forward to your favourable consideration of our request for assistance.

Yours faithfully

Alister Clarke
Chairman

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: Twizel Fire Risk Land

MEETING DATE: 15 September 2015

REF:

FROM: Garth Nixon

PURPOSE OF REPORT:

To provide and consider updated costings on the proposed work

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the work proceed and \$ 34,000 clearing work be funded from the Real Estate Reserve

GARTH NIXON
COMMUNITY FACILITIES MANAGER

ATTACHMENTS:

Quotation for works
 Previous minutes relating to this area
 Map showing extent of the work

BACKGROUND:

Previously council approved this work based on an estimate of \$8,000. The scope of the work has expanded to include enlarging the original site and inclusion of the site across the road and disposal of the stumps

Total cost for all works is now in the region of \$ 34,000. The stump disposal is still undecided as it may be easier and cost effective to mulch these with a tub grinder.

Other prices have been sought for this work and whilst not submitted they were estimated in excess of \$100,000

The previous report, attached, stands in terms of justification for the works with the exception of the costs as indicated above and attached

Previous Minutes**FIRE RISK LAND IN TWIZEL:****Purpose of Report:**

To identify option to remove fire risk on Council owned land in Twizel. Garth Nixon spoke on this report, the issue has come about because of fire risk. Cr Leslie asked about incorporating the area B on the map. Section B is not included in the \$8000 costs. A suggestion was made to include SectionB as well. Paul Morris confirmed there is \$4.7 million in the Real Estate Reserve

Resolved

1. That the report be received.

James Leslie/Noel Jackson

2. That the Residential 4 Zone land identified be leased to Cone Peak Farms.

Russell Armstrong/James Leslie

3. That Council Engage Cone Peak Farms to undertake the work.

Russell Armstrong/James Leslie

4. That the \$8000.00 clearing work be funded from the Real Estate Reserve

Russell Armstrong/James Leslie

5. That section B on the attached map also be cleared with funds from the real estate reserve subject to suitable rates.

Claire Barlow/James Leslie

CONCLUSION:

Despite the additional cost this work should still be undertaken

[Previous Report](#)

MACKENZIE DISTRICT COUNCIL

REPORT TO: Twizel Community Board
SUBJECT: FIRE RISK LAND IN TWIZEL
MEETING DATE: 23 JUNE 2015
REF:
FROM: GARTH NIXON COMMUNITY FACILITIES MANAGER

PURPOSE OF REPORT:

To identify option to remove fire risk on Council owned land in Twizel

STAFF RECOMMENDATIONS:

3. That the report be received.
4. That the Residential 4 Zone land identified be leased to Cone Peak Farms
5. That Council engage Cone Peak Farms to undertake the work
6. That the \$8000.00 clearing work be funded from the Real Estate Reserve

GARTH NIXON

COMMUNITY FACILITIES MANAGER

Previous Report

ATTACHMENTS:

Aerial Photo identifying the sites A and B
Photo of similar work

BACKGROUND:

Council owns a section of undeveloped land boarded by Ohau Road, Northwest Arch Totara and Rata Roads. The land is densely covered in wilding trees and was recently identified as an area of considerable risk to the Twizel township.

The proposal is for (Site A) the contractor (Cone Peak Farms Ltd) to lease the area, fell and root rake the area and remove the stumps off site, windrow and burn the windrows at an appropriate time . From there the contractor will cultivate and level and the area and grow a crop for bayledge. There by cutting the area each season leaving it short and safe for the fire season.

The method for disposal of the green waste for this work is not confirmed at this point. It is likely burning will be subject to a resource consent.

POLICY STATUS:

NA

SIGNIFICANCE OF DECISION:

Not considered to be significant

ISSUES & OPTIONS:

Option 1 Do nothing

Option 2 Proceed as proposed

Option 3 Proceed with part of the work felling and windrowing

CONSIDERATIONS:

Financial

Estimated cost to undertake the work is \$ 8,000. No specific budget is available. As the land is council real estate we believe that removing the wilding pines is a cost of ownership in maintaining the land. It is appropriately funded from the real estate account. The cost of this work is subject to the windrowed material being able to be burnt. If alternative means of disposal have to be used costs are likely to increase

Other

The clearing of this site is only part of the work there is an additional 4.5 hectares across the road which is also covered in trees

Previous Report

ASSESSMENT OF OPTIONS:

Option 1 Do nothing is not the favoured option. As a property owner we have an obligation to address the potential fire danger. By not taking any action it will also make it difficult to enforce and direct other with similar issues.

Option 2 Proceeding as proposed, costs are not confirmed due to unconfirmed disposal costs. Having the site completely cleared allows Council to gain a return from the land in the form of a lease and also eliminate any further maintenance cost as the cropping or maintenance of the land will be incorporated into the lease.

Option 3 Proceed with part of the work felling and windrowing will leave the area cleared with a reduced fire risk similar to the second photo. And all costs will be known. It will have removed the fire risk but it would leave the area in a mess and make maintenance in the long term difficult.

CONCLUSION:

Council should proceed as proposed in option 2 subject to satisfactory solutions for green waste disposal.



MDC Asset Viewer

http://gis-server/flexviewer/mdc_asset_viewer_33/

MDC Asset Viewer

Schools / Homepage - Te Kete...



Enter address

- Bookmark
- Twzdl
- Pukaki Village
- Aoraki Mount Cook
- Tekapo
- Burkes Pass
- Kimbell
- Fairlie
- Albury

- Layer List
- Layer Visibility
- Property Information
- Planning
- Utilities
- Facilities
- ECAN
- Terrain
- Missing Addresses
- Statistics - Census 2006
- Basemap layers for regional i



400 m

1000 ft

13674031256110728 5095506356208224

Draw and Measure

Fill Color Style

Alpha

Outline Color Width

Show Measurements

Area Units Hectares

Distance Units Kilometers

Topo and Urban Aerials

LINZ TOP050

Region

Cone Peak Farms Ltd
22 Sefton Street
Twizel 7901

⁴⁰
QUOTE

Gst No 103 842 315

Mackenzie District Council
53 Main st
Fairlie
7925 Att Garth Nixon

Estimate # 0000004
Estimate Date 20/07/2015

Item	Description	Unit Price	Quantity	Amount
Service	Clear wilding pines with digger into wind rows and burn them from corner of north west arch and ohau road north council land	1400.00	11.33	15,862.00
Service	Clear wilding pines with digger into windrows and burn them from corner of North west arch and ohau road south council land	1800.00	4.57	8,226.00
Service	Load and cart stumps from North west arch to dump site with Volvo dump truck	100.00	100.00	10,000.00
		Subtotal		34,088.00
		+ Tax (15.00%)		5113.20
		Total		39,201.20
		Amount Paid		0.00
		Estimate		\$39,201.20

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: UNBUDGETED EXPENDITURE LAND SUBDIVISION GLEN LYON ROAD

MEETING DATE: 15 SEPTEMBER 2015

REF: LAN 4/4

FROM: MANAGER FINANCE & ADMINISTRATION

PURPOSE OF REPORT:

To recommend Council approve unbudgeted expenditure in relation to the proposal to subdivide the Glen Lyon Road land.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the estimated unbudgeted expenditure of approximately \$179,000 be approved and the subdivision commenced.

PAUL MORRIS
MANAGER FINANCE & ADMINISTRATION

ATTACHMENTS:

Appendix 1: Subdivision proposal for Glen Lyon Road.

Appendix 2: Proposal to sell Council surplus land.

Appendix 3: Indicative costs of subdivision Milward Finlay Lobb (Milwards).

BACKGROUND:

Council agreed to sell the land in lots 1-5 detailed in Appendix 1.

Council has approached Bayleys Real Estate to assist in the sale process. They have indicated the value of the sections as ranging from \$140,000 to \$175,000 which fits with the current Twizel market.

Council requested Milwards to provide an estimate of the cost of subdivision of the land in question. This is provided as Appendix 3.

SIGNIFICANCE OF DECISION:

The decision is not considered to be significant due to the following reasons:

1. The land in question has been deemed to be surplus to requirement and this has been consulted on in the past.
2. The unbudgeted costs do not breach the \$400,000 threshold.
3. Councils previous consultation for land available for sale did not generate significant public interest.

OPTIONS:

Council has two options:

1. Do not approve the unbudgeted subdivision costs at this time and delay the process to include the costs in the next Annual Plan.
2. Approve the unbudgeted subdivision costs.

FINANCIAL CONSIDERATIONS:

The land in question is part of a larger parcel of 8.5015ha and is carried in Councils Assets at \$342,301. The land to be sold is 2.349ha and would carry a value of \$94,579.

Conservatively assessing all sections sell for the same price of \$140,000 as indicated in the Bayleys letter (Appendix 2), the following financial position would be obtained:

Sale Price	\$700,000
Costs:	
Subdivision to date	\$30,242
Estimated subdivision costs to complete	\$178,416
Value of land to be sold	<u>\$94,577</u>
Surplus on sale	\$396,763

There is expected to be upside as section prices will range from \$140,000 to \$175,000.

The cost of subdivision also includes a transfer of \$52,084 for water and sewer financial contributions. The effective net cash outflow on subdivision cost is \$156,574.

The breakeven process is as follows:

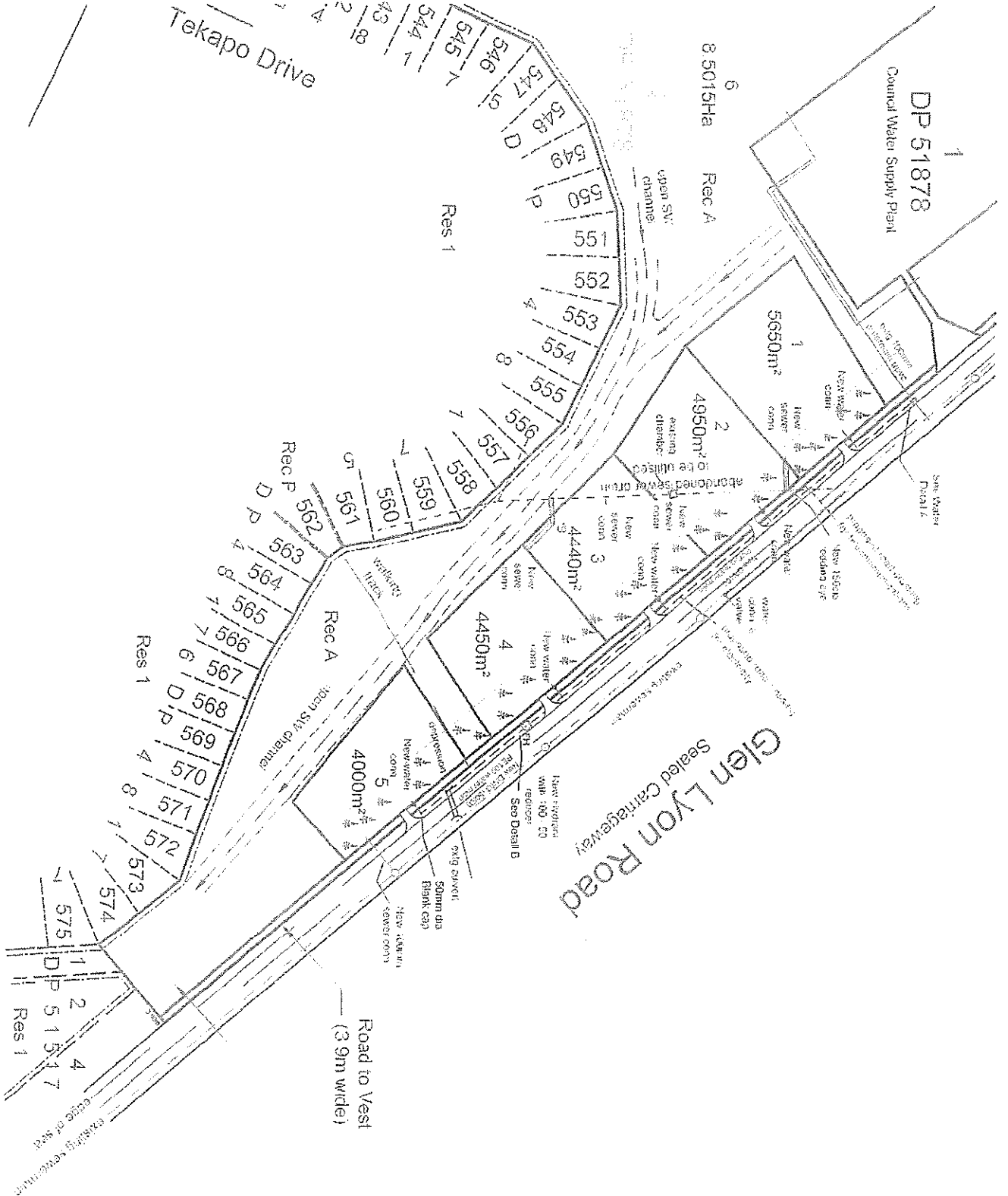
Sale Value 2 sections	\$280,000
Costs:	
Cost of Subdivision expended	\$30,242

Cost of Subdivision to expend	\$178,416
Value of land to be sold (\$18,915 per section)	<u>\$37,830</u>
	\$33,512

RECOMMENDATION:

The project provides positive cashflows of at least \$543,426 (excluding land value and transfer of financial contributions) and a net profit of \$396,763.

It is recommended that Council approve the unbudgeted expenditure to commence the subdivision.



Council Notice

1. This plan is a preliminary plan and is subject to the provisions of the Resource Management Act 1991 and the Resource Management (Environmental Effects Assessments) Regulations 2002. It is not intended to be used as a basis for any decision on the proposed development until the relevant consent has been granted.

2. The applicant warrants that this plan is a true and correct copy of the original plan.

3. The applicant warrants that all information provided to the Council is true and correct.

4. The applicant warrants that this plan is a true and correct copy of the original plan.

5. The applicant warrants that all information provided to the Council is true and correct.

6. The applicant warrants that this plan is a true and correct copy of the original plan.

7. The applicant warrants that all information provided to the Council is true and correct.

The Proposed Activity

WARD FINLAY LOBB LTD

CONSULTING ENGINEERS

107/109 BRANSON ROAD

CHRISTCHURCH 8142

NEW ZEALAND

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Project Name and Address

MACKENZIE DISTRICT COUNCIL
 RESIDENTIAL SUBDIVISION
 GLEN LYON RD, TWP/1
 GENERAL LAYOUT

Drawn by
 396876/RZ
 07/03/2014

Checked by
 C1

Scale
 1:1000

30/03/2014

Appendix 2.

26 June 2015

Mr Wayne Barnett
 Chief Executive Officer
 Mackenzie District Council
 P O Box 52 Main Street
 Fairlie 7949

Dear Wayne

Re: Proposal to sell Lot 1-5 Council surplus land Glen Lyon Road, Twizel

Thank you for the opportunity to submit a proposal and marketing plan for the sale of the Council surplus land on Glen Lyon Road, Twizel (lot2 DP 51878).

Please find proposal enclosed. Included in the proposal is two methods for sale for your consideration:-

Fixed price:- I have completed a current market appraisal for the five lots of land. Note that this offers a comparison with similar land sizes in other subdivisions in Twizel. The difficulty with this in terms of determining price is that land value in Glen Lyon Road is higher than that of other areas and also differs considerably from the river side to the cemetery side. In Twizel at present there is a large number of sections for sale – approx 100, with nearly half of these being under \$100,000 which means there is a lot of competition. Land generally is selling for anywhere from 2-10% over the land value, which gives us a range. Should council opt for fixed price sale then we would market the sections at a price according to size from \$140,000 - \$175,000 to fit with current land values.

Deadline Sale:- The preferred option I believe would be to offer the sections in two distinct campaigns ie Lot 1 & 3 in campaign one, and Lot 2,4,5 for campaign two. The benefit of this would be to create competition for the land and allow the market to determine the value of the sites. Releasing these in two campaigns would avoid further saturation. Please see further information as to 'Deadline Sale' process in the attached submission.

Where to from here – if you have any questions please do not hesitate to contact me directly. Should you wish to proceed with Bayleys selling and marketing this land then I will complete an agency agreement for you to commence.

Kind regards



Rachel Sheridan
 Residential Sales Consultant

**MACKENZIE DISTRICT COUNCIL
PROPOSED SUBDIVISION - GLEN LYON ROAD, TWIZEL**

ESTIMATED DEVELOPMENT COSTS

Please Note: All amounts are GST Exclusive

	Payments Made	Payments to be Made
MILWARD FINLAY LOBB LIMITED		
Survey, Planning & Engineering Fees (11 February 2013 to 13 October 2014)		
Payments already made (copies of invoices attached):		
Invoice Number 15523	\$11,242.30	
Invoice Number 16414	<u>\$10,000.00</u>	
		\$21,242.30
Estimated Fees to Completion		
1 Land Transfer Subdivision	\$6,000.00	\$6,000.00
2 Engineering Supervision, Certifications and As-Built Plans	\$10,000.00	\$10,000.00
MACKENZIE DISTRICT COUNCIL COSTS		
Financial Contributions as at 30 June 2015:		
(a) Water (5 connections)	\$28,245.25	
(b) Sewer (5 connections)	\$23,839.00	
Final Certification Fees - 223 & 224(c) Approvals	\$391.31	
Reserves Fund Contribution (5% of the average cash land value for Lots 1 - 5 as assessed by a registered valuer)	<u>TBC</u>	\$52,475.56
WHITESTONE CONTRACTING LIMITED		
Refer to quote of 8 June 2015		
1 Water	\$45,589.03	
2 Sewer	\$12,044.00	
3 Chorus liaison and trenching	\$3,480.00	
4 Accessways (yet to be priced)	<u>TBC</u>	
		\$61,113.03
CHORUS - THE SUBDIVISION GROUP		
Reticulate the Subdivision	<u>\$9,000.00</u>	
Payment already made (23 January 2014)		\$9,000.00
ELECTRICITY		
Alpine Energy Limited provide the following options:		
1 Lemacon	\$47,185.00	
2 NETcon	\$48,271.00	
<i>(For the purposes of an estimate we have averaged)</i>		\$47,728.00
LAND INFORMATION NEW ZEALAND		
Plan Lodging Fees (provisional only)	\$1,100.00	\$1,100.00
Totals exclusive of GST	<u><u>\$30,242.30</u></u>	<u><u>\$178,416.59</u></u>
(excluding reserves fund contribution, accessways and legal costs)		



MF006425

MDC 298874/87 - Glen Lyon Road, Twizel

UPDATED:	7 September 2015	ALLOW TO COMPLETE	STILL TO COMPLETE	COMPLETED	BUDGET FEE	TOTAL CHARGED PREVIOUSLY	CURRENT PROGRESS CLAIM	TOTAL CHARGED TO DATE	BALANCE OF BUDGET FEE
PLANNING									
Initial Site Visit and Preliminary Plan									
Investigation of Services									
Lodging of Resource Consent									
Confirmation of Resource Consent Approval and Outlining Conditions of Consent									
ENGINEERING									
Land Development Engineering Design Specifications									
Engineering Approval from Mackenzie District Council									
Cost Estimate of Physical Works									
Survey Setout Construction Works									
Observe Contract Works									
Assessments of Work Completed to Date									
Coordination with Chorus, AEL, and District Council									
As-Built Survey and Plans, Final Engineering Certifications									
SURVEYING									
Land Transfer Survey Pegging New Boundaries									
Request Council Approval to the LT Plan									
Mackenzie District Council Section 223 and 224(c) Approval									
Final QA Plan Check and Lodging with Land Information New Zealand									
Notifying Council and Solicitor of Land Information New Zealand Approval									
DISBURSEMENTS PAID THROUGH MFL									
					\$ 10,000.00	\$ 4,000.00	n/a	\$ 4,000.00	\$ 6,000.00
Sub-Total:					\$ 26,000.00	\$ 21,242.30	-	\$ 21,242.30	\$ 16,000.00
GST:					\$ 3,900.00	\$ 3,186.35	-	\$ 3,186.35	\$ 2,400.00
Total:					\$ 29,900.00	\$ 24,428.65	-	\$ 24,428.65	\$ 18,400.00

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: RESERVE BALANCE ALLOCATION 30 JUNE 2015

MEETING DATE: 15 SEPTEMBER 2015

REF: FIN 1/2/1

FROM: MANAGER – FINANCE AND ADMINISTRATION

ENDORSED: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To recommend to Council appropriate action for activities' operating surpluses/deficits for the year ended 30 June 2015.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. ***District General***
The Council agrees:
 1. To apply the balance of all surpluses/deficits detailed in Table 1 below to the District General Operating Reserve. The closing balance will be a deficit of \$657,020 at 30 June 2015:

Table 1

Operating Surplus (Deficit) from:	\$
Administration – District	(285,091)
Governance	(49,766)
District General	239
Depot - Twizel	42
Depot - Tekapo	22
Health and Liquor Licensing	30,760
Old Library	(964,069)
Inspectorate	(12,508)
Fairlie Medical Centre	(1,545)
CEO Department	10,591
Hardfill Sites	(602)
Asset Management	(31,355)
Facilities Management	15,752
Visitor Information	30,843
Twizel Medical Centre	(19,202)
Cemeteries	10,505
Libraries	2,246
Fairlie Pensioner Housing	5,658
Twizel Pensioner Housing	(368)
Current movement in reserve for year	(987,855)
Closing Balance General Operating Reserve	(657,020)
	=====

- To apply deficit detailed in Table 2 to the reserve Planning Operating reserve. This will result in a closing deficit of \$1,433,405.

Table 2 – Resource Management

Operating Surplus (Deficit) from:	\$
Resource Planning	(197,303)
Closing Balance Resource Management	(1,433,405)

Rural Works and Services

The Council agrees:

To apply the surpluses/deficit balances of \$15,871 deficit of the combined activity results to the Rural Works and Services Operating Reserve as detailed in Table 3 leaving the balance of the Reserve to \$70,418 in funds.

Table 3

Rural Works and Services	\$
Rural Works & Services Deficit	(16,166)
Burkes Pass Village	310
Albury Village	389
Skipton Hall	(404)
Current movement in reserve for year	(15,871)
Closing Balance Rural Works & Services Reserve	70,418

Fairlie Works and Services

The Council agrees:

To apply the balance of all surpluses/deficits totalling \$50,959 surplus as detailed in Table 4 to the Fairlie Works and Services Operating Reserve, thereby increasing the carried forward surplus to \$67,200.

Table 4

Fairlie Works and Services	\$
Fairlie Works & Services	64,967
Fairlie Community Board	225
Fairlie Domain	(13,544)
Fairlie Strathconan Park	(689)
Current movement in reserve for year	50,959
Closing Balance Fairlie Works & Services Reserve	67,200

Tekapo Works and Services

The Council agrees:

- To apply the balance of surpluses/deficits totalling \$62,715 surplus as detailed in Table 5 to the Tekapo Works and Services Operating Reserve increasing the Reserve balance to \$308,694.

Table 5

Tekapo Works and Services	\$
Tekapo Works & Services Surplus	67,712
Tekapo Community Board	(6)
Tekapo Domain	(4,991)
Current movement in reserve for year	62,715
Closing Balance Tekapo Works & Services Reserve	308,694

Twizel Works and Services

The Council agrees:

1. To apply the balances of surpluses/deficit totalling \$124,653 surplus as detailed in Table 6 below to the Twizel Works and Services Operating Reserve leaving a surplus balance to \$132,733.

Table 6

Twizel Works and Services	\$
Twizel Works & Services Surplus	163,517
Twizel Community Board	121
Twizel Reserves	(38,985)
Current movement in reserve for year	124,653
Closing Balance Twizel Works & Services Reserve	132,733

Activities which fund Depreciation

The Council agrees:

1. To transfer surpluses/deficits to the appropriate capital reserves as detailed in Table 7 below.

Table 7 – Activities Funding Depreciation and with a Capital Reserve

Scheme	Operating Surplus (Deficit)	Capital Reserve Balance After Allocation
Fairlie Council Building	(16,602)	(10,698)
Twizel Council Building	1,306	(5,445)
Civil Defence	(4,335)	18,404
Fairlie Water	43,489	(979,288)
Tekapo Water	9,040	915,329
Twizel Water	88,694	481,613
Allandale Water	14,933	(366,052)
Ashwick/Opuha	10,144	60,517
Burkes Pass Water	(4,905)	(3,857)
Kimbell Water Supply	1,267	15,560
School Road Water Race	3,319	10,216
Spur Road Water Supply	1,745	(2,165)
Manuka Terrace Water Supply	7,619	11,593
Burkes Pass Sewage	(2,604)	4,912

Fairlie Community Sewage	(2,178)	(93,787)
Tekapo Community Sewage	14,927	361,910
Twizel Community Sewage	6,344	1,350,381
Fairlie Stormwater	1,683	37,076
Tekapo Stormwater	551	104,153
Twizel Stormwater	(920)	260,185
Animal Control	1,033	(14,021)
Information Technology	(18,599)	(45,900)
Real Estate	(239,882)	(2,062,960)
Rural Fires	(9,731)	(62,850)
Plantation reserves	859,106	1,353,086
Mackenzie Community Centre	(27,302)	6,317
Sherwood Downs Hall	2,441	19,594
Tekapo Community Hall	(360)	(44,885)
Twizel Community Centre	(3,939)	83,546
Strathconan Swimming Pool	(4,282)	(14,987)
Twizel Swimming Pool	6,616	4,393
Public Toilets	13,859	(441,944)
Plant Account	52,204	75,022

Roading

The Council agrees:

1. To transfer surpluses/deficits in roading accounts to the appropriate capital reserves as detailed in Table 8 below.

Table 8 – Roothing

Area	Operating Surplus (Deficit)	Capital Reserve Balance After Allocation
District	(33,317)	(74,319)

Solid Waste

The Council agrees:

1. To transfer surpluses/deficits of \$72,146 surplus from all Solid Waste activities into the Solid Waste Operating Reserve increasing the deficit balance at 30 June 2015 to \$271,951.

Table 9 – Solid Waste

Area	Operating Surplus (Deficit)
Fairlie recovery park	(579)
Tekapo Recovery Park	(467)
Twizel Recovery park	2,058
Organic Waste	11
Waste Management	71,123
Current movement in reserve for year	72,146
Closing Balance Waste Management Operating Reserve	(271,951)

1. Miscellaneous Adjustments

To transfer any adjustment made as a result of the process to complete the annual report or audit the annual report in accordance with the decisions made above.

PAUL MORRIS
MANAGER – FINANCE AND ADMINISTRATION

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

None.

BACKGROUND:

At the time of the Annual Plan, Council set its budgets for each activity by estimating the operational costs and for roading the capital costs of that activity.

Once these calculations have been made, an estimate of how these activities will be funded is made. This ultimately leads to the calculation of the rate requirement. This funding can be from rates, reserves, other income streams, or a combination of these.

Rates are drawn from various areas, with some activities being funded through targeted rates such as water, sewer and refuse collection while other activities receive funding from the five general rate sources, District and the Works and Services rates of Fairlie, Tekapo, Twizel and Rural.

The intention is that each activity revenue will cover its costs to break even. There are exceptions to this general rule where a community may rate additional monies to build up a reserve eg: Tekapo Community.

In practice, activities do not achieve exactly a break even position so will end up with either an operational surplus or deficit. Council has in the past used a broad brush approach to these balances, by sweeping them back into the operational reserve balance from where they were funded.

Council should review the allocation of its surpluses and deficits and decide to allocate accordingly.

There are some 'soft' rules that have been applied in arriving at the recommendations which are:

1. If an activity is funded by a targeted rate, and also maintains a capital reserve ie: water & sewer activities, any surplus/deficit generated are transferred to the relevant capital reserve as opposed to leaving the balance as an operating reserve balance. This is because capital reserves carry a financial cost of that balance in that capital reserve interest is either earned (on positive balances) and used to offset rates or charged (on negative balances) and increases the rates burden on ratepayers paying for the activity. Results of activities during the financial year will also be influenced by the levels of capital that is spent or not spent during the year. Delaying expenditure on asset replacement may cause a significant increase in maintenance cost. The work is capital in nature and should be charged to the activity's capital reserve.
2. If an activity is funded by either the General Rate or one of the four Works & Services Rates, and does not fund a capital reserve, then any surplus/deficits are returned to the relevant rate that funded it.
3. That Solid Waste results are transferred to the Waste Management Operating Reserve.

SIGNIFICANCE OF DECISION REQUIRED:

The decision required is routine as it is an operational decision.

ISSUES:***Financial***

Table 1 below details the Movements in Operating Reserve of activities funded from the General Rate that it is recommended should be charged to District General Operating Reserve.

Table 1

Operating Surplus (Deficit) from:	\$
Administration – District	(285,091)
Governance	(49,766)
District General	239
Depot - Twizel	42
Depot - Tekapo	22
Health and Liquor Licensing	30,760
Old Library	(964,069)
Inspectorate	(12,508)
Fairlie Medical Centre	(1,545)
CEO Department	10,591
Hardfill Sites	(602)
Asset Management	(31,355)
Facilities Management	15,752
Visitor Information	30,843
Twizel Medical Centre	(19,202)
Cemeteries	10,505
Libraries	2,246
Fairlie Pensioner Housing	5,658
Twizel Pensioner Housing	(368)
Current movement in reserve for year	(987,855)
Closing Balance General Operating Reserve	(657,020)
	=====

Table 2 below details the Movements in Operating Reserve for Planning. It is recommended that the operational deficit be transferred to the Operating Reserve.

Table 2 – Resource Management

Operating Surplus (Deficit) from:	\$
Resource Planning	(197,303)
Closing Balance Resource Management	(1,433,405)

The tables below details the Operating Surpluses/Deficits that relate to the various activities funded from the four Works and Services Rates. That it is recommended that these be charged to the appropriate Works & Services Operating Reserves.

Table 3

Rural Works and Services	\$
Rural Works & Services Deficit	(16,166)
Burkes Pass Village	310
Albury Village	389
Skipton Hall	(404)
Current movement in reserve for year	(15,871)
Closing Balance Rural Works & Services Reserve	70,418

Table 4

Fairlie Works and Services	\$
Fairlie Works & Services	64,967
Fairlie Community Board	225
Fairlie Domain	(13,544)
Fairlie Strathconan Park	(689)
Current movement in reserve for year	50,959
Closing Balance Fairlie Works & Services Reserve	67,200

Table 5

Tekapo Works and Services	\$
Tekapo Works & Services Surplus	67,712
Tekapo Community Board	(6)
Tekapo Domain	(4,991)
Current movement in reserve for year	62,715
Closing Balance Tekapo Works & Services Reserve	308,694

Table 6

Twizel Works and Services	\$
Twizel Works & Services Surplus	163,517
Twizel Community Board	121
Twizel Reserves	(38,985)
Current movement in reserve for year	124,653
Closing Balance Twizel Works & Services Reserve	132,733

The table below details the operational results of all activities that carry a capital reserve. It is recommended should be charged to the appropriate capital reserve.

Table 7 – Activities Funding Depreciation and with a Capital Reserve

Scheme	Operating Surplus (Deficit)	Capital Reserve Balance After Allocation
Fairlie Council Building	(16,602)	(10,698)
Twizel Council Building	1,306	(5,445)
Civil Defence	(4,335)	18,404
Fairlie Water	43,489	(979,288)
Tekapo Water	9,040	915,329
Twizel Water	88,694	481,613
Allandale Water	14,933	(366,052)
Ashwick/Opuha	10,144	60,517
Burkes Pass Water	(4,905)	(3,857)
Kimbell Water Supply	1,267	15,560
School Road Water Race	3,319	10,216
Spur Road Water Supply	1,745	(2,165)

Manuka Terrace Water Supply	7,619	11,593
Burkes Pass Sewage	(2,604)	4,912
Fairlie Community Sewage	(2,178)	(93,787)
Tekapo Community Sewage	14,927	361,910
Twizel Community Sewage	6,344	1,350,381
Fairlie Stormwater	1,683	37,076
Tekapo Stormwater	551	104,153
Twizel Stormwater	(920)	260,185
Animal Control	1,033	(14,021)
Information Technology	(18,599)	(45,900)
Real Estate	(239,882)	(2,062,960)
Rural Fires	(9,731)	(62,850)
Plantation reserves	859,106	1,353,086
Mackenzie Community Centre	(27,302)	6,317
Sherwood Downs Hall	2,441	19,594
Tekapo Community Hall	(360)	(44,885)
Twizel Community Centre	(3,939)	83,546
Strathconan Swimming Pool	(4,282)	(14,987)
Twizel Swimming Pool	6,616	4,393
Public Toilets	13,859	(441,944)
Plant Account	52,204	75,022

The table below details the operational results for the roading activity. The recommendation is that Council charge the surplus/deficit to the appropriate capital reserve.

Table 8 - Roothing

Area	Operating Surplus (Deficit)	Capital Reserve Balance After Allocation
District	(33,317)	(74,319)

Table 9 – Solid Waste

Area	Operating Surplus (Deficit)
Fairlie recovery park	(579)
Tekapo Recovery Park	(467)
Twizel Recovery park	2,058
Organic Waste	11
Waste Management	71,123
Current movement in reserve for year	72,146
Closing Balance Waste Management Operating Reserve	(221,951)

OPTIONS:

Council should decide the course of action it wishes to take for each of these results listed in the tables above. It has a choice of three options for each line item. Those choices are:

- a) Write the surplus/deficit off against the relevant reserve balance in its entirety.
- b) Write the relevant activity operating result off against its Capital Reserve Account.
- c) Combination of a) and b) above.

When applying any of the three options listed consideration should also be given to an activity's previous historical results of where surpluses or deficits were allocated.

Consideration should also be given that the five rate areas of General, Fairlie, Tekapo, Twizel and Rural Works and Services areas do not incur or attract interest on balances. If the account is in deficit then it is considered to be an interest free loan. Conversely if it is in funds then it is an interest free loan from the activity.

RECOMMENDATIONS:**District General (Table 1)**

It is proposed to apply a broad brush approach to all the activities funded by the General Rate and write any balances off against the Operating Reserve of the District General Rate as detailed in Table 1.

Resource Planning (Table 2)

This activity has made a \$197,303 deficit for the year. The Operating Reserve balance has a carried forward deficit balance of \$1,236,109 due to plan change 13 and District Plan review costs. From 2015/16 year the Council has agreed to repay these amounts over a twenty five year period. Therefore it is appropriate to write off the \$293,371 deficit to the Resource Planning Operating Reserves and transfer the balance of \$1,433,405 to the Capital Reserve balance next year.

Rural Works and Services Operating Reserves (Table 3)

Again it is proposed to apply a broad brush approach here and transfer the operating results of all activities listed to the Rural Works and Services Operating Reserve.

Therefore the proposal is to transfer \$15,871 deficit to the Rural Works and Services Operating Reserve. This will produce a positive closing balance at 30 June 2015 of \$70,418 in that reserve.

Fairlie Works and Services Operating Reserve (Table 4)

There is a surplus for the year from all activities shown in Table 4 amounting to \$50,959. It is proposed to write off all activity balances that make up this amount against the Fairlie Works and Services Operating Reserve. This will produce a positive closing balance for the Fairlie Works and Services Operating Reserve at 30 June 2015 of \$67,200.

Tekapo Works and Services Operating Reserves (Table 5)

Table 5 shows a surplus of \$62,715. It is proposed to transfer the balances to the Tekapo Works and Services Operational Reserve.

These recommendations will produce a positive closing balance for the Tekapo Works and Services Operating Reserve at 30 June 2015 of \$308,694.

Twizel Works and Services Operating Reserve (Table 6)

Table 6 details an overall operating deficit from all activities of \$124,653. It is proposed to apply the entire surplus towards the current Twizel Works and Services Operating Reserve balance.

By adopting these recommendations, the Twizel Works and Services Operating Reserve balance at 30 June 2015 will be \$132,733.

Capital Reserve Balance Transfers (Table 7)

It is proposed to transfer the surplus listed in Table 7 to the relevant capital reserve account to give the closing balances detailed at 30 June 2015.

Roading (Table 8)

It is proposed to transfer surpluses/deficits in roading accounts to the appropriate capital reserves.

Solid Waste (Table 9)

It is proposed to transfer the surpluses from the activities listed in Table 9 to the Waste Management Activity. This will give a deficit closing balance of \$271,951 at 30 June 2015.

Miscellaneous Transfers

There may be adjustments that are yet to be made due to finalising the Annual Report or as a result of the audit process. It is recommended that these adjustments are made in line with the decisions Council make in accordance with the resolutions it may pass in relation to the above transfers.

CONCLUSION:

The recommended treatment of the surpluses and deficits should be applied as outlined in this report.

Christchurch & Canterbury Tourism Report to Mackenzie District Council on Marketing Activity, September 2015

Overview

Administration

The current Memorandum of Understanding (MOU) between Mackenzie District Council (MDC) and Christchurch & Canterbury Tourism (CCT) was signed in June 2014, for the period of two years.

This report summarises the agreed activity outlined in the MOU from July 1, 2015.

Breakdown by Activity

Overview

CCT completed all activity as described in the activity plan as part of the MOU within the budget that was allocated. The information below documents the activity undertaken as part of the activity plan and the outcomes of that activity.

Industry Communications

Industry Newsletter

The 'Mackenzie Industry Update' has been sent fortnightly to a database of 290 Mackenzie tourism operators. This includes those tourism operators who operate their business in the region but are not physically based in the Mackenzie District.

Since July 1, the newsletter has been sent 5 times. The average open rate sits at 46.6% with the average click through rate at 5.3%.

Key topics covered include:

- Regional events
- Domestic winter campaign
- Tourism New Zealand statistics and infographics
- Industry drop-in days
- Aoraki Mount Cook Mackenzie Official Visitor Guide
- Media throughout the region
- Collaborative social media
- Listing update reminders
- Christchurch Airport news
- Business Award recognition
- Conference and Incentive news
- Convene South Conference and Incentive trade event

Monthly Columns in Local Publications

Columns in the Fairlie Accessible and Twizel Update are submitted on a monthly basis. They provide a good avenue to communicate with the wider region on key tourism marketing activity and allow residents to contact me if they have questions or would like to meet with me.

Drop in Sessions

Drop in sessions are an open invitation and provide the regions tourism operators the opportunity to have one-on-one time with the Mackenzie District Marketing Coordinator. These sessions provide an opportunity for the coordinator to have in-depth conversations with operators about tourism related issues specific to their business.

Since July 1, one drop in sessions has been held in Twizel. Five tourism operators and residents took advantage of this service to discuss their own business, business ideas and regional events.

Industry Training

Industry training is a key activity provided to all Mackenzie operators free of charge. The aim of these workshops is to fill specific tourism skill gaps which exist within the region.

In August the workshop was focused on the travel trade industry. Two representatives from the Tourism New Zealand's trade team came to Lake Tekapo to facilitate a workshop to 17 tourism operators and employees. Topics covered include:

- Tourism New Zealand (TNZ) overview
- What the TNZ trade team do
- International trade marketing 101
- TNZ trade famil programme
- How operators can leverage off the work TNZ does.



Online Presence and Content Development

CCT have undergone two developments over the last three months that will strengthen the visual identity for the Mackenzie region; a rebranding of the tourism logo and the development of a new mobile friendly website.

Through a thorough creative brief and discussions on the diverse tourism products within the region, with approval from Mayor Claire Barlow and CEO Wayne Barnett, a new logo has been finalised.

The new logo incorporates four main elements into its design, the summer sun, winter snowflake, Mt Cook Lily and a star. The prominent colours include a turquoise lake blue and a golden yellow to represent the golden tussocks. Full details of the re-brand will be announced next month.

Regional Website

The official regional website for the Mackenzie District is mtcooknz.com. The site plays an important role in providing up to date and relevant information to visitors before they arrive in the region and when they are here.

A mobile friendly website is currently being developed for mtcooknz.com which will improve website engagement and time on the site. The new site will be live by the end of October 2015.

Currently the number of sessions (visits) to mtcooknz.com over the period 1 July – 6 September 2015 have increased by 2,601 from the same period in 2014. While the number of sessions have

increased, there has been a decrease in user engagement including the average length of time someone is viewing mtcooknz.com and the number of pages viewed in that time. This can be linked to the site not displaying properly on a mobile device therefore the visitor does not spend time looking for information. Although the majority of visitors to mtcooknz.com still view from a desktop (60%), the number of visits from mobile devices have increased by 38% since the same period in 2014.

Campaigns & Collateral

Ski Tourism Marketing Network (Ski TMN) Campaign

The Australian Market Winter Campaign is a joint venture between the Ski TMN, Tourism New Zealand (TNZ) and regional partners. The Mt Cook Mackenzie region had three ski field partners who invested \$5,000 each in the campaign – Mt Dobson, Roundhill and Ohau Ski Fields.

The campaign began in market over the winter period from March until the end of August and utilised various channels including: television, online advertising, social media, and a joint venture campaign with a key Australian wholesaler.

The campaign has been achieving the KPI’s of online visits to the ski landing page on newzealand.com. The Canterbury/Mackenzie landing page received 17,609 visits to 16 June. Final campaign statistics have yet to be distributed and will be reported in the December report.



Domestic Market Winter Campaign

The purpose of this campaign is to increase Christchurch and Canterbury and Otago visitors to the Aoraki Mount Cook Mackenzie region during the winter period for skiing and other winter-related activities. 16 regional investors contributing a total of \$15,000 to make a combined campaign pool of \$46,200.

The campaign started in-market 22 June and will conclude mid to late September. A range of advertising channels were utilised including:

<p>Print</p>	<ul style="list-style-type: none"> • Tabloid in The Christchurch Press • Tabloid in The Otago Daily Times • Metropol magazine • Critic Magazine (Otago Uni) • Canta Magazine (Canterbury Uni) • Caclin Magazine (Lincoln Uni)
<p>Online</p>	<ul style="list-style-type: none"> • Mtcooknz.com winter pages • Website presense on the Critic and Canta wesbites • Targeted newsletter to 6,000 Christchurch residents • Mackenzie winter facebook page



	<ul style="list-style-type: none"> • Dedicated post on Caclin facebook page
Other	<ul style="list-style-type: none"> • Social Media Photo Frame – encouraging visitors to take photos of themselves behind the frame and upload to social media. • Rolleston Billboard (August)

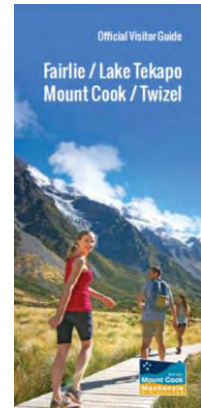


The campaign report will be included in the next report in December.

Official Visitor Guide (OVG)

Beck and Caul produced and manage the distribution of the Mackenzie Official Visitor Guide (OVG).

The 2015/16 edition is in its final stages of development and will be available for distribution in October 2015. The Guide will be distributed nationally as well as to trade businesses, both domestically and internationally with a print run of 50,000.



Travel Trade Activity

Convene SOUTH trade show was held on September 1 which is tailored to focus on the South Island’s conference and incentive business directed at the domestic market. Aoraki Mount Cook Mackenzie shared a stand with Earth and Sky, each conducting our own meeting stream.



Travel Trade Familiarisations

There have been no trade familiarisations conducted since July 1 with the first three through the region on September 10.

Media Activity

Domestic Market

Since July 1, we have had one media familiarisation completed through the Twizel and Mount Cook areas. Liz Carlson is known as “Young Adventuress” in the online world and is known as the most influential travel blogger in New Zealand. Over two visits to the region, Liz will be providing blog posts which receives up to 210,000 unique visits per month, social media exposure to her engaged audience as well as providing us with a number for join copyright images.



Above is an example of her social media posts on Instagram. This example received 3,629 likes with 90 comments.

International Market

Since 1 June, one international media visited the Aoraki Mount Cook Mackenzie region. Channel 9 Wide World of Sport from Australia came to Tekapo Springs and Ohau Snow Fields to broadcast. It reached 300,000 live viewers.

Annabelle Bray
Mackenzie District Marketing Executive
Christchurch & Canterbury Tourism

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: COMMON SEAL AND AUTHORISED SIGNATURES

MEETING DATE: SEPTEMBER 15, 2015

FROM: COMMITTEE CLERK

ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To advise of the documents signed under the Common Seal from July 16 to August 7, 2015.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the affixing of the Common Seal to documents 804 to 808 be endorsed.

Number	Detail of Document	Date Signed & Sealed
804	Deed of Surrender of Lease – Mackenzie District Council and Ashley and Anita Parris (Fairlie Motor Camp)	16 July 2015
805	Alpine Energy Limited – Proxy Form for Annual Meeting of the Company To be held Thursday 23 July 2015 at Tennis South Canterbury ASB Pavilion, Benvenue Avenue, Timaru at 4.00pm.	22 July 2015
806	Deed of Surrender of Lease – Mackenzie District Council and Ashley and Anita Parris (Fairlie Motor Camp) (Replaces Sealed Document 804, change of dates).	27 July 2015
807	Agreement for Sale and Purchase of Real Estate, Lakeside Drive, Tekapo. Mackenzie District Council and Tekapo Lake Resort Ltd.	5 August 2015
808	Agreement relating to Twizel Medical Centre Premises between High Country Medical Trust and Mackenzie District Council.	7 August 2015

ARLENE GOSS
COMMITTEE CLERK

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

PUKAKI AIRPORT BOARD

CHAIRMAN'S REPORT – 19th of May 2015

Overview

There have been no further sales since our last report. The hanger is an excellent asset which is fully leased and the airport is generating most of its income from rent. Earnings from aviation activity are disappointing. The business will run a break – even cash result this year, and we expect a cash surplus next financial year.

Finance

REVISED FINANCIALS WITH ANNUAL COMPARISON

For year ended 30th June 2015

12th May 2015

	Forecast	Expected Actual
Opening Balance	+\$71,000	+\$100,000
Revenue Statement		
Revenue:		
Capital Revenue-land sales (stages1-4) – completed contract	\$120,000	\$20,000
Capital Revenue-land sales(stage 5 & 6)		
Aviation, Rental Revenue, topsoil	\$29,000	\$32,000
Interest	\$3,000	\$3,000
Total Land Sales and Revenue	+\$152,000	+\$55,000
Less Expenses:		
Running Expenses	\$12,000	\$15,000
Directors fees	\$20,000	\$20,000
Rates	\$10,000	\$14,000
Repairs and Maintenance	\$2000	\$4000
Incidentals	\$2000	\$2000
Total Expenses	-\$44,000	-\$55,000
Net Surplus/(Deficit)	+\$108,000	0
Airport Reserve Balances	+\$179,000	+\$100,000
Closing Balance	+\$179,000	+\$100,000

There are some significant variances;

- The opening balance was incorrect.
- Running expenses are expected to be \$3,000 higher than originally forecast.
- Land sale revenue is \$100,000 below forecast
- Rates are \$4000 higher than expected
- Repairs and maintenance expenses are \$2000 higher than expected
- Rental income is higher than forecast due to all properties being fully occupied

- The business will show a break even cash result for the year

Stages 1-4

One deposit paid sale has not yet been completed. The owner of this Lot is slowly paying off the balance and we are hopeful that we receive final payment next year so title can transfer.

Subdivision Sales

There has been minimal enquiry over the last 12 months we have made no further sales since our last report to Council.

Gravel Extraction

Subject to obtaining a Resource Consent we intend to sell screened shingle from the pit on the airfield

Rates

We estimate Council will take about \$32,000 pa in rates from the Airport and the private owners of sections this year.

Future

While the real estate market remains subdued we will concentrate our efforts on maximizing revenue and keeping tight control on expenditure.

The Board is continuing to meet its commitment to Council to meet the goals of the Council's Aviation Strategy. We believe that for this stage of the projects life there is no major additional development required in the short term. We need to protect, the excellent infrastructure we have developed and steadily grow the revenue base.

Council

The Board will not be seeking any capital or cash input from Council.

Rick Ramsey and James Leslie, have contributed a great deal to the day to running of the airfield and I thank them both for their input. Bruce Anderson has assisted me with Council liaison and financial control.

Derek Kirke

Chairman Pukaki Airport Board

19th May 2015



H.B. (Bruce) Anderson

**Timbercombe
R D 17
Fairlie 7987
South Canterbury**

**Phone (03) 685 8454
Fax (03) 685 8888
Email: timbercombe@xtra.co.nz**

Ms Claire Barlow,
Mayor,
Mackenzie District Council.

28th August 2015.

Dear Claire,

You will recall when the Airport Board last met with the Council, I indicated that I wished to retire from the Board. Following that meeting our Chairman, Derek Kirk, requested I stay on which I agreed to do.

I believe the time has now come to retire and I tender my resignation effective from 15th September 2015 when the Board next meets the council.

I have enjoyed my time on the Board and being part of a team that has made good progress. I am confident the Airport is well positioned to give good service and become a significant long term asset to the district.

I acknowledge the support the Board has had from the Council to enable it to govern positively.

I would like to take this opportunity to wish you, the Mayor, the Chief Executive and Councilors the very best in your endeavours to meet the challenges of the future.

Yours sincerely,

A handwritten signature in black ink that reads 'Bruce Anderson'. The signature is written in a cursive, slightly slanted style.

(Copied to the Chief Executive)

DRAFT FOR COUNCIL CONSIDERATION

Pukaki Airport Board

Statement of Intent

**For the Three Years Ended
30 June 2018**

1. INTRODUCTION:

The Pukaki Airport Board is a committee of the Mackenzie District Council, set up to manage Pukaki Airport assets and achieve the goals as set out in this document.

The Statement of Intent sets out the overall intentions and objects for the Company and Board for the trading year 1 July 2015 to 30 June 2016 and the succeeding two years.

2. MISSION:

The Pukaki Airport Board and will seek to maximise the commercial value and returns from the Pukaki Airport and implement the Councils aviation strategy.

3. GOVERNANCE:

The Directors/Board (Committee) members are responsible for the overall governance of the organisation. They are responsible to the owner, the Mackenzie District Council, for the performance of the Board.

The organisations will operate within the legal framework governing all companies and local body organisations. They will work within the legal framework of the Local Government Act 2002, Act 1986, Resource Management, Airport Authorities Act 1966, and Civil Aviation Act 1992. They will also operate taking account of other aviation and real estate specific legislation, regulations, and codes of practice.

4. NATURE AND SCOPE OF ACTIVITIES:

4.1 The objective of the Pukaki Airport Board will be the efficient operation of aviation activity at Pukaki Airport in line with Council's Aviation Strategy.

In the short to medium term this will be achieved by the subdivision of land and sale of real estate, while preserving the Airport's integrity now and in the future, as the region's public airfield.

The major long term business of the Pukaki Airport Board will be the efficient and profitable management and operation of aviation activity at Pukaki Airport.

The Board will seek growth through the development of Pukaki Airport as a public airfield, as base for airport related activities such as tourist flights, aircraft storage and aircraft maintenance and through the leasing or sale of land for the benefit of the Airport and the aviation industry in the Mackenzie.

4.1 Consistent with its objectives the Board has invested in capital equipment and infrastructure that further enhances its role to efficiently manage, grow, and develop, the commercial assets of the Council at Pukaki Airport.

4.2 While recognising the goals set out in the Council's aviation strategy to provide a public airport facility, the Board will seek to maximise returns to the Airport and work within the guidelines of the Terms of Reference outlined by Council.

5. FINANCIAL PERFORMANCE PROJECTIONS: REVISED FINANCIAL FORECAST PROJECTIONS - 12 May 2015

	2015/2016	2016/2017	2017/2018
Opening Balance	+\$100,000	+\$152,000	+\$139,000
Revenue Statement			
<i>Revenue:</i>			
Capital Revenue-land sales (stages1-4)	\$65,500		
Other Capital Land Sales			\$130,000
Aviation & Rental Revenue	\$32,000	\$32,000	\$32,000
Interest	\$3,000	\$4,000	\$4,000
Total Land Sales and Revenue	+\$100,500	+\$36,000	+\$166,000
<i>Less Expenses:</i>			
Running Expenses	\$30,000	\$30,000	\$30,000
Capital Hanger			
Taxi way seal			\$105,000
Rates	\$14,000	\$14,000	\$14,000
Crosswind Runway			
Aircraft Park			
Repairs and Maintenance	\$2500	\$2500	\$2500
Incidentals	\$2000	\$2000	\$2000
Interest			
Total Expenses	-\$48,500	-\$48,500	-\$153,500
Net Surplus/(Deficit)	+\$52,000	-\$12,500	+\$12,500
Airport Reserve Balances	+\$152,000	+\$139,000	+\$151,500
Closing Balance	+\$152,000	+\$139,000	+\$151,500

6. OPERATING PERFORMANCE PROJECTIONS:

Assumptions made in producing the financial forecast table

1. We expect to receive final payment on an outstanding contract no later than June 30th 2016
2. One further sale is forecast during the financial year 2018.

The targets set out in the forecast are based on the Board's view of the economic conditions existing in May 2015.

Specific Projections

- a) One further section sale is made.
- b) No further development work will be undertaken during this period but during the 2018 financial year the Board forecast an additional coating of seal on the taxiways as recommended by Council staff. (The timing of this will depend on the further land sale forecast in this SOI).
- c) The Board have no residual financial obligations to other parties including Mackenzie District Council except for normal land owner annual charges.
- d) The Board undertook preliminary work on noise boundaries and decided to leave these on file to be activated at some time in the future. Based on current airport noise protection zones gleaned from public documents we expect only one nearby landowner would be affected by noise zones. It will be important for the airport to review this issue regularly and make decisions relative to future subdivision activity near the airport.
- e) The airport has lease contracts with The Helicopter Line, Metservice NZ, BP, Red Cat Adventures, and James Leslie.
- f) The Airport has available for sale, a further \$2,500,000 of Lots to sell as economic conditions improve. In spite of working through a small number of enquiries there have been no further sales during the last 12 months.
- h) Fuel. The Fuel facility will continue to be vital to the future success of the airport.
- i) The Board completed a hanger in 2012. It is fully leased. If further section sales are made the Board may approach Council to build a second hanger.

7. DIVIDEND DISTRIBUTION POLICY:

The Board has completed investment in capital infrastructure required for the subdivision and the running of the airport. The Board does not expect to pay dividends to Council until such time as substantial annual surpluses occur. This will be dependent on more land sales.

8. REPORTING SCHEDULE:

- 8.1 The Board shall deliver to the Council within 60 days of the end of December Each year a report on the state of the Board's operations which shall include:
- Report from the Chairman
 - Financial report showing the year to date position against budget and the year-end forecast against budget.
 - Financial commentary explaining variances

- 8.2 Annually prior to the end of February each year the Board shall deliver to the Council:

- A draft Statement of Intent

8.3 Prior to the 30th of June each year the Board shall deliver the completed Statement of Intent.

8.4 Annually, within 60 days of the end of June each year, the Board shall deliver to the Council:

- ⊗ Report from the Chairman
- ⊗ Statement of achievements relative to the goals and objectives of the Aviation Strategy
- ⊗ Financial report showing the year to date position against budget.
- ⊗ Financial commentary explaining variances

8.5 The Board recognises that it is obliged under the Local Government Act 2002 to make its completed Statement of Intent available to the public.

9. AVIATION STRATEGY:

In conjunction with the Council, the Board shall be responsible to facilitate a review of the Aviation Strategy every three years to coincide with the review of the Council's long-term council community plan.

10. THE BOARD:

The Board will exercise due diligence and care in carrying out its role. Board members must act in good faith and in what the member believes to be in the best interest of the Board, the Airport, and the Council.

10.1 Appointment

The number of Board members shall be no more than five. The Mackenzie District Council will appoint all members, and appointments will be reviewed as outlined in the Terms of Reference document. The Council will appoint one sitting Councillor to the Board.

10.2 Quorum

The quorum shall be three members, and a simple majority shall make decisions. Board meetings will be conducted in accordance with Mackenzie District Council standing orders.

10.3 Meeting Frequency

The Board shall generally meet 4 times each year, either by meeting in person or by conference call meeting.

10.4 Resignation

A Board member will cease to hold office immediately the Mackenzie District Council's Chief Executive Officer receives a written resignation.

10.5 Remuneration

The remuneration for participation of the appointed Councillor to the Board shall be as part of her or his total remuneration received as Councillor. Remuneration for other Board members will be determined at the time of appointment.

10.6 Retirement

Board members appointed by the Council will retire from office every three years at the Council's election date. Council may decide to appoint Directors for further terms.

10.7 Disqualification

A Board member will automatically be disqualified from holding office if he or she:

- ⊗ Dies
- ⊗ Is adjudged bankrupt
- ⊗ Would be prohibited to act as a director of a company under the Companies Act 1993
- ⊗ Is removed by the Council

10.8 Chairperson

Board members may elect one of their number as chairperson of the Board.

10.9 Personal Interest

A Board member must, forthwith after becoming aware of the fact that he or she is interested in a transaction or proposed transaction with the Board, disclose their interest to the Board, quantifying the nature and monetary value of the interest. The members shall then remove themselves from the meeting and not take part in discussion or voting. Such interest must also be registered with the Chief Executive Officer of the Mackenzie District Council, and be recorded in the Board's minutes.

10.10 Indemnities and Insurance

The Council shall maintain and keep current such public liability insurance cover that will cover the Board as part of Council's committee structure.

10.11 Delegated Authority

The Council's Delegation Manual (effective) provides full-delegated authority to the Pukaki Airport Board. Any changes to the planned operational programmes outlined in this Statement of Intent that will result in a financial impact of greater than \$25,000 when compared with budgeted outcomes will be reported to the Mackenzie District Council prior to implementation for their consideration.

This will ensure that the Council can have regard to the financial and cash flow implications on the balance of its operations.

11 Risks

11.1 Real Estate

Assumptions are made based on the Board's knowledge of the current world and New Zealand economic situation, and our own experiences at Pukaki Airport. Enquiries continue but sales are very difficult.

The Pukaki Airport subdivision is no longer a cash risk to Council as the Board no longer has debt owing to Council and has cash reserves for future real estate selling, Airport governance, and asset maintenance.

12 Pukaki Airport Capital Reserves

The Board acknowledge and agreed with the Council policy that after the Board had transferred funds to the value of the Council's cost of purchase for the Airport, all surplus funds are to be held in a secure Pukaki Airport Capital Reserve Account. Funds held in this account will attract interest at a rate in line with Council internal funding policy, and funds from this account will be protected and used only for pursuing outcomes documented in the Council's Airport Strategy as outlined in the Council Terms of Reference produced for the Pukaki Airport Board.

13 Asset values and Rateable Value

The Board expect the ultimate rateable value of the Airport, including the privately owned lots, to be approximately \$7,500,000, - this figure is based on current values.

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL
FROM: CHIEF EXECUTIVE OFFICER
SUBJECT: COMMUNITY BOARD RECOMMENDATIONS
MEETING DATE: SEPTEMBER 15, 2015
REF: PAD 5

PURPOSE OF REPORT:

To consider the recommendations made by community boards.

RECOMMENDATIONS:

1. That the report be received.

TEKAPO COMMUNITY BOARD:

2. That council **notes** the following resolution regarding a request from Tekapo School for a reduction in hall hire costs:

Resolved that the Tekapo Community Board pays 50% of the hall hire, or \$175, to the Tekapo School for their Footrot Flats production on September 24.

Lyn Martin/Stella Sweney.

Cr Cox did not vote due to a conflict of interest.

TWIZEL COMMUNITY BOARD:

3. That council **notes** the following resolution regarding a proposal from Abley to undertake a parking survey in Twizel:

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

Russell Armstrong/John Bishop

4. That council **notes and considers** the following resolution regarding a request from the Twizel Community Care Trust for an increase in funding:

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

John Bishop/Pat Shuker

5. That council **notes and considers** the following resolution regarding suitable land for the new early learning centre:

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

John Bishop/Russell Armstrong

6. That council **notes** the following resolution regarding a request to subsidise hall hire for a Nepal fundraiser:

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

Bruce White/Pat Shuker

7. That council **notes** the following resolution regarding a request from a resident to cut down silver birch trees on council land behind his property:

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

Bruce White/John Bishop

ATTACHMENTS:

The minutes of the meetings of the community boards.

BACKGROUND:

The community boards have made a number of decisions for council to note and/or consider.

POLICY STATUS:

N/A

SIGNIFICANCE OF DECISIONS REQUESTED:

No significant decisions are required.

CONSIDERATIONS:

The Council delegated a range of authorities to staff and other organisations on 14 June 2005 when it also confirmed that it did not need to make any specific delegations to Community Boards to have them better perform their role.

This policy was amended on 29 January 2008 when the Council resolved to delegate to the Fairlie, Tekapo and Twizel Community Boards, the following responsibilities:

- The ability to consider requests from local organizations for financial assistance in the form of grants, where budget exists for such matters and subject to no one grant exceeding \$1,000.
- The ability to appoint local representatives to organizations within the community board area and other organizations where local representation is requested.
- The ability to authorize, within approved budgets, board members' attendance at relevant conferences and/or training courses.

- The ability to provide or withhold affected persons approval for planning applications on land adjoining Council owned land within the community board area.
- The ability to approve routine changes in policy affecting locally funded facilities within the community board area.

In the absence of delegated authority to the Community Boards on other matters, the Council has the opportunity to note and consider the issues raised and matters promoted on behalf of the Townships by their Boards and to endorse them where appropriate.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TEKAPO COMMUNITY BOARD HELD IN THE LAKE TEKAPO COMMUNITY HALL, TEKAPO, ON MONDAY, AUGUST 24, 2015, AT 7.02PM

PRESENT:

Peter Munro (Chair)
Murray Cox
Stella Sweney
Lyn Martin

IN ATTENDANCE:

Wayne Barnett, Chief Executive
Garth Nixon, Community Facilities Manager
Arlene Goss, Committee Secretary
Angie Campbell, Playground Committee
One member of the public

OPENING:

The chairman welcomed everyone to the meeting.

APOLOGIES:

Apologies were received from community board member Alan Hayman and Mayor Claire Barlow.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Under General Business, Item 2, a comment about Queenstown Lakes District Council has been attributed to Lyn Martin but this should instead read Stella Sweney.

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

Stella Sweney/Lyn Martin

TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION:

1. Tekapo Plantation: Murray Place/Section A:

Cr Cox said the motorbike signs have been put up. One of the residents emailed to say they agreed with the signs but asked whether there is anywhere that motorbikes can go, or is there

an access to the top of the plateau and down the river. Cr Cox would like to table this at the next community board meeting after further discussion with affected parties. He will follow this up. A timeline for planting is still to be completed by Garth Nixon.

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

The chairman said the issue of enforcement of the Freedom Camping bylaw was raised at a recent meeting of the Tekapo Promotions group. The local constable is happy to help if enforcement is required. David Rae is currently organising some sample enforcement materials from Queenstown. Needs to be in action for summer.

Regarding the behaviour of campers at Hamilton Drive, Garth Nixon asked if the signage had improved things. Winter is not as bad as summer, but two big concerns are rubbish and people going to the toilet.

A date is needed for a review of the bylaw, which is a council matter as the bylaw is district-wide. However the community board would like a review of how things are going in Tekapo before Christmas. The district needs to have a reputation of being firm but fair. Need to show the community we can enforce a reasonable standard at Hamilton Drive.

3. Future of Motuariki Island:

This has been raised at the Upper Waitaki Water Zone Committee. There was some discussion regarding the biodiversity fund and whether this would fund the restoration of Motuariki Island. No, the restoration of the island sits outside the purposes of the biodiversity fund, but the water zone committee facilitator Nic Newman offered to get people together to discuss this further.

4. Tekapo Squash Club:

The chief executive said there needs to be a meeting arranged with the squash club to talk about the issues around moving the squash club. Cr Cox to attend. The board agreed it would be a good idea to have an indoor facility that was wider than just squash courts.

5. Town Projects:

- a. Landscaping the Community Centre Car park. This has been completed, remove from list. A sensor and light is needed because it's very dark at night. Garth Nixon to action this.
- b. Alps2Ocean Link between Tekapo and Canal Road. Signage has been agreed. Discussion was held on the track route and whether it is better for cyclists to use the road. "Share the road" signs would be needed. There is a need to re-claim the footpath in some places where residents have planted on council berm. Garth Nixon to action this.
- c. Rock wall extension along Main Road to Aorangi Crescent. This will be completed once the Alps2Ocean track is completed. The chairman would like gravel put on the corner.
- d. Upgrade of Hamilton Drive lookout. The chief executive to follow up on the purpose of this upgrade. The chairman requested that a new item be added to the list of matters under action– a new pathway from Hamilton Drive to Greg Street. This has been started.

- e. Walkway on Lakeside Drive – tree pruning, landscaping. Next step is to get the area mulched. Garth Nixon is finding it difficult to get contractors but is continuing to work on this. Need to think about planting something here after it is cleared.

Angie Campbell from the Playground Committee arrived at 7.29pm.

6. Tekapo Domain Playground:

Angie Campbell spoke regarding progress on the new playground. The committee has spent \$45,000 on equipment including a mega slide and a three-bay swing. She presented plans for more equipment and updated the community board on progress to date. The playground committee still has \$12,000 to spend. Garth Nixon spoke about the need for a safety surface. Angie Campbell suggested spreading out the equipment with grassed areas between it. Cr Cox said the landscape concept from Boffa Miskell was for a more natural area with the playground area broken up by bushes, trees and rocks. She asked for some equipment to be put in as soon as possible so people could see something happening and would be more willing to contribute to fundraising.

Discussion was held on what equipment was already bought and where it could go. Need to consider if any parking will need go in the area.

The chairman suggested holding a domain workshop for the community board to look at the site and make a plan. Garth Nixon was not available until Thursday next week. The chairman will contact community board members to suggest a time in the next few weeks.

Angie Campbell left the meeting at 7.57pm.

7. 60Km Extension:

The roading manager is continuing to work on this.

8. Civil Defence:

David Rae, the council's administration manager, is working on a civil defence plan. Discussion was held on the need for the community response to match the civil defence plan. The community emergency response meeting is coming up.

FINANCIAL REPORT TO JUNE, 2015:

This report is the financial report for the community board for the period to June, 2015, the purpose of which to update board members on the financial performance of the Tekapo Community as a whole for that period.

Resolved that the report be received.

Lyn Martin/Murray Cox

WARD MEMBER'S REPORT:

Cr Cox said the Upper Waitaki Water Zone Committee has been working on its zone implementation plan. This includes nitrogen caps and other recommendations. These go forward to the sub-regional plan which contains the regulatory framework. It will go out for

submissions at about October 3. This plan will mean farmers will need to adopt good farm practices. There is some concern from farmers about how good the science is around nitrogen allocation and how it affects the lakes.

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

Lyn Martin attended the last meeting of the Tekapo Promotions Committee but no decisions were made. The enhancement group is continuing and would like to contribute to landscaping around the footbridge and contribute a seat.

Cr Cox said the regional park is busy burning rubbish. They have some funding to trial native planting. Currently raising \$16,000 for tree planting.

The chairman said the footbridge build is continuing. There is a meeting tomorrow night. The workers will be on site on September 22 with the bridge span arriving. Cr Cox asked if the road closures had been organised for this day. The chairman will mention this at the meeting tomorrow night.

Cr Cox said the Tekapo Property Group meets tomorrow. Titles will be given to the supermarket and Earth and Sky in the next month or so. Building should start in the summer. Otherwise council is still negotiating on other pieces of land.

GENERAL BUSINESS:

1. Lake Tekapo School – request for subsidised hall hire.

A request from Lake Tekapo School for subsidised hall hire is attached to the agenda at page 25. Discussion was held on whether an arrangement was needed for the school or whether it was better to deal with requests case by case. It was agreed to continue to look at requests case by case. The hall hire cost the school \$350. The chairman suggested a 50% subsidy, or \$175.

Resolved that the Tekapo Community Board pays 50% of the hall hire, or \$175, to the Tekapo School for their Footrot Flats production on September 24.

Lyn Martin/Stella Sweney.

Cr Cox did not vote due to a conflict of interest.

2. Numbering of Rapuwai Lane.

Stella Sweney objected to the wording used in the email from Matthew Wade, attached to the agenda at page 26. The chief executive gave the background to the issue and said the lane has been re-named and this has been registered with the appropriate authorities. All the affected businesses will be contacted with the new name and number.

3. Domain Workshop – discussed earlier in the meeting.

4. Preparation for footbridge completion.

There is a need to decide on where the approaches to the bridge will be. The footpath will need to be raised to meet the edge of the bridge but a step would prevent bike, pram and wheelchair access. The chief executive will check with the Asset Manager regarding the

approach to the footbridge. The community board noted that the opening of the footbridge will provide an opportunity to provide information regarding other developments happening in the town.

5. Lavender stall request.

The chairman tabled a letter from Elaine Curin, on behalf of NZ Alpine Lavender, with a request for permission to operate a stall selling locally produced products in Tekapo from mid-December to the end of January. The community board members discussed businesses in Tekapo also selling similar products. In summer the area is hectic and space is at a premium. Development is happening with the construction site. The community board suggested she approach an established business and rents space. They did not wish to give permission for the stall. The chairman will respond to Elaine Curin directly.

Lyn Martin spoke regarding the need to 'cut off' the bollards and has a plan she can email to members. She also said the memorial blanket has been framed and is now ready to put up in the Tekapo Hall.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9.12PM**

CHAIRMAN: _____

DATE: _____

Unconfirmed

MACKENZIE DISTRICT COUNCIL

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

PRESENT:

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

IN ATTENDANCE:

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

OPENING:

The chairman welcomed everyone to the meeting.

APOLOGIES:

An apology was received from the Mayor Claire Barlow.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

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

Phil Rive/Bruce White

PUBLIC FORUM:

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

TWIZEL COMMUNITY BOARD MATTERS UNDER ACTION:

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

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

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

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

REPORTS:

FINANCIAL REPORT TO JUNE, 2015:

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

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

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

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

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

Resolved that the report be received.

John Bishop/Russell Armstrong

WARD MEMBER'S REPORT:

Cr Armstrong had nothing to report.

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

There was nothing to report.

TWIZEL TOWN CENTRE PARKING MANAGEMENT PLAN:

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

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

Suzy Ratahi outlined the proposal in the report.

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

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

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

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

Resolved

1. That the report be received.

Russell Armstrong/Phil Rive

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

Russell Armstrong/John Bishop

OLD PUBLIC TOILET SITE, MARKET PLACE:

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

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

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

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

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

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

TWIZEL COMMUNITY CARE TRUST:

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

Resolved

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

Russell Armstrong/Phil Rive

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

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

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

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

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

2. Red, Yellow Bins.

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

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

3. Ohau Rd & Ostler Rd.

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

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

4. Twizel Early Learning Centre Update.

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

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

John Bishop/Russell Armstrong

5. Nepal Fundraiser.

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

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

Bruce White/Pat Shuker

6. Recommendations for recycling centre.

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

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

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

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

Bruce White/John Bishop

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

CHAIRMAN: _____

**MACKENZIE DISTRICT COUNCIL
MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD
HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON MONDAY
AUGUST 31, 2015, AT 5.06PM**

PRESENT:

Owen Hunter (Chairman)
Les Blacklock
Trish Willis
Cr Noel Jackson

IN ATTENDANCE:

Wayne Barnett (Chief Executive)
Arlene Goss (Committee Clerk)

APOLOGIES:

Resolved that an apology be received from community board member Warren Barker and Community Facilities Manager Garth Nixon.

Les Blacklock/Noel Jackson

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Fairlie Community Board held on July 20, 2015, including such parts held in public excluded, be confirmed and adopted as the correct record.

Trish Willis/Les Blacklock

FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION

1. **Fairlie Western Catchments Project:** This is complete. Remove from list.
2. **Allandale Bridge – Walkway:** NZTA have been approached, with no feedback received to date.
3. **Green Sign and Power Pole in front of Old Library Building:** Awaiting feedback from NZTA.

4. **Raised ground on the north side of the bridge heading to Tekapo:** Now being planted.

5. **Community Centre Courtyard Upgrade:** Complete. Remove from list.

6. **Paintball Ground Lease:** Garth Nixon to report at the next meeting.

7. Town Projects:

- River Track - Lions Club are working on this track when the weather improves.
- Allandale Rd State Highway Entranceway. – underway. Remove from list.
- Mount Cook Rd State Highway Entranceway. – underway. Remove from list.
- Timaru State Highway Entranceway. – Would like to improve signage and seats at McLeans Park. Garth Nixon to update the community board on this.
- Fairlie Village Hub – Improve Street Keeping and Maintenance. – completed, remove from list.
- Painting of Town Furniture. – completed, remove from list.
- Community Centre maintenance and improvements. – the roof is being repaired.
- Survey of Residents on Community Centre Use – the results of this survey are with Amy Lamb. Recommendations will come back to the community board.

8. **Restaurant seating on footpath:** completed, remove from list.

9. **Improvements to Signage at the entrance to town:** completed, remove from list.

10. **Relocation of community noticeboard:** completed, remove from list.

11. **Land for Expansion of Township:** completed, remove from list.

12. **Town clock is an hour out;** the chairman will fix this.

13. **Monthly report to keep track of projects money.** This is required at the next meeting.

REPORTS:

FAIRLIE COMMUNITY BOARD FINANCIAL ACTIVITY REPORT TO JUNE 2015:

The chief executive spoke on the financial report. The financial contributions budget shows no financial contributions have been received from new developments. The budget was set on what was received the previous year, but is difficult to predict.

Fairlie Domain budget shows campground income has not been received this year.

Unfavourable administration expenses are mainly due to insurance costs.

Community Centre operations and maintenance year to date expenditure is unfavourable - this is for the courtyard upgrade but does not account for extra money due to come from council to help pay for this upgrade. Capital expenditure is for equipment at the community centre and roof repair.

Under donations and grants it shows as none this year but this will be updated with some grants still to be paid.

The chairman said it would be nice to have a separate cost centre for projects. The chief executive will action this.

Trish Willis asked who will manage the Fairlie swimming pool this year. Garth Nixon to follow up.

Resolved that the report be received.

Les Blacklock/Noel Jackson

WARD MEMBERS REPORT:

Cr Jackson said the Mackenzie Long Term Plan is now complete and there was nothing else major to report from Council. The Prime Minister was in Oamaru recently to announce more funding for Alps2Ocean.

REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

There were no reports from members.

GENERAL BUSINESS:

1. Electric Vehicle Charging – An email was received from Martin Kane requesting a public charger in Fairlie. This email is attached to the agenda. The community board declined the request as they consider the alternative power supply at the campground to be sufficient. The chairman will reply to Mr Kane.
2. Mural on Public Toilets – Discussion was held on whether a mural would be suitable to be painted on the public toilets. The chairman does not believe the wall is big enough for a mural.
3. Wild Flowers Allandale Entrance – 1000sq.mtrs Bee Friendly Planting – This is regarding an approach from an organisation willing to pay for half the planting. The community board agreed this could be progressed further by Garth Nixon.

4. Hanging Baskets for the 150 year celebrations. – Trish Willis suggested placing hanging baskets on the verandas on the main road. This idea is also on the agenda of the 150 Year Committee and the community board may receive an application for funding at a later date.

The chairman suggested the community board hold a workshop to discuss general business items 5,6 and 7 below. Les Blacklock is away until early November so the workshop will be postponed until he is available after that date.

5. CB Plan for the Northern entranceway area that includes Camping Ground/Bridge/River Track/Lanes and road marking to Grey Street.
6. Fairlie Township roading plan including major SH intersections and identification of improvements needed in the future.
7. CB workshop re 5-10 year beautification and development projects by priority going forward.
8. Health inspection of a Fairlie food outlet requested to Timaru District Council.- Chief executive to follow this up with Planning and Regulation Manager Nathan Hole.
9. Update on Community Board Asset Database previously requested - 5-10 year maintenance plans required for township assets. To be actioned by Garth Nixon.

The chairman also asked for an update on the Fairlie campground. The chief executive said registrations of interest have been advertised and close on September 4. Following this a package will be sent to all parties who have registered interest. In the interim a temporary staff member is running the motor camp. The community board would like to see a vision to take the camp forward.

The chief executive offered to circulate to the community board an update on the process for selecting new campground tenant. A question was asked whether the community board would have sign-off on the tenant. The chief executive will respond on this process.

Cr Jackson asked about timber being cut at Nixon's Road and being left on the side of the road. The chief executive will follow this up with Garth Nixon.

**THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON
DECLARED THE MEETING CLOSED AT 5.45PM**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE ASSET AND SERVICES COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY, AUGUST 11, 2015, AT 11.30AM

PRESENT:

Cr James Leslie
Cr Evan Williams
Cr Murray Cox
Cr Noel Jackson
Cr Russell Armstrong

IN ATTENDANCE:

Wayne Barnett
Suzy Ratahi
Julie Jongen

APOLOGIES:

Apologies were received from Mayor Barlow, Cr Smith.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

PUBLIC EXCLUDED:

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

CONTRACT 1226 (TDC CONTRACT 2191) ROAD RESURFACING
2015-2017

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
Contract 1226 (TDC Contract 2191) Road Resurfacing 2015-2017	Enable commercial negotiations	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Contract 1226, Road Resurfacing 2015-2017, (7)(2)(i)*

Cr Williams/Cr Armstrong

**THERE BEING NO FURTHER BUSINESS THE
CHAIRMAN DECLARED THE MEETING CLOSED AT 11.45am**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE ASSET AND SERVICES COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY, SEPTEMBER 1, 2015, AT 9.35PM

PRESENT:

Cr James Leslie (Chairman)
 Cr Evan Williams
 Mayor Claire Barlow
 Cr Graham Smith
 Cr Murray Cox

IN ATTENDANCE:

Wayne Barnett, Chief Executive
 Bernie Haar, Asset Manager
 Suzy Ratahi, Roading Manager
 Geoff Horler, Utilities Manager
 Angie Taylor, Solid Waste Manager
 Daniel Naude, Road Safety Coordinator
 Arlene Goss, Committee Secretary

APOLOGIES:

Apologies were received from Cr Russell Armstrong and Cr Noel Jackson.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

ROAD SAFETY COORDINATORS REPORT:

Daniel Naude was present to speak to his report on road safety attached at page 17 of the agenda. The chairman welcomed him to the meeting.

Daniel Naude tabled a handout called "Overall Crash Statistics" which is an attachment to these minutes. He said his main concern is the serious crash rate, which is rising, along with minor injury crashes which are also on the rise.

The majority of crashes are single driver crashes with people leaving the road. He asked Council to continue to take road safety seriously.

Resolved that the report be received.

Mayor/Cr Cox

MINUTES:

Resolved that the minutes of the meeting of the Asset and Services Committee held on July 23, 2015, including those parts taken in public excluded, be confirmed as an accurate record.

Cr Smith/Mayor

Resolved that the minutes of the meeting of the Extraordinary Asset and Services Committee held on August 11, 2015, including those parts taken in public excluded, be confirmed as an accurate record.

Cr Smith/Mayor

ASSET MANAGERS MONTHLY REPORT:

The purpose of this report was to update the Asset and Services Committee on the progress on various projects and also on the normal operation of the department for the past month.

The following matters of action were raised in the discussion of this report:

The Asset Manager would like to have a formal opening ceremony for the Twizel water upgrade in October and will talk further to the chairman about this.

Suzy Ratahi spoke regarding Goodman's Bridge and will bring a full report to the next committee meeting with options. She suggested turning the bridge into pedestrian access only. Staff have not yet talked to the landowner about it. The bridge engineer will do a drawing of what she suggests. The committee agreed that Suzy Ratahi should talk to the landowner. Crs Smith and Williams agreed to be involved in the discussions.

Suzy Ratahi showed a video of Gudex Road highlighting mud on the road from one farm property which has been the subject of a complaint. The farmer is also using the roadside for storage. Councillors agreed the situation needed to be addressed and Suzy Ratahi was asked to work with the farmer on resolving this.

Daniel Naude left the meeting at 10.32am.

Geoff Horler spoke to his report and answered questions.

Then Angie Taylor spoke to her report. The chairman asked that a letter of thanks be sent to Tony LeBrun who is leaving Envirowaste and has been in charge of Council's waste contract since 2011. The Mayor offered to send this letter.

Resolved that the report be received.

Cr Cox/Cr Smith

SEALING PAST HOUSES REPORT:

The purpose of this report was to advise the Asset and Services Committee on issues with the current Sealing Past Houses Policy. Suzy Ratahi spoke on this. The Asset team will come back with a draft policy on dust suppression at a later meeting.

Resolved:

1. That the report be received.

Cr Williams/Mayor

2. That the Sealing Past Houses Policy be abandoned effective 1st September 2015 and Council staff be instructed to draft a new "Effective Dust Suppressant Policy" to be reviewed by the Assets and Services Committee.

Cr Smith/Cr Williams

The meeting adjourned at 11.02am for morning tea and reconvened at 11.15am. Suzy Ratahi left the meeting at 11.02am.

TWIZEL WWTP UPGRADE – ALTERNATIVE LAND DISPOSAL AND COSTS:

The purpose of this report was to provide the Assets and Services Committee with an update of the disposal options for the Twizel waste water treatment options in light of recent estimates based on the completed designs.

Cr Smith questioned the costs of the project. The chief executive said there is an option for staging the work to reduce the cost and it would be worth looking at. This would put the job within budget.

Cr Cox questioned whether the design was appropriate. Are we accepting a sub-standard design because of the price and is it being peer reviewed? The chief executive said it has not been peer reviewed. Regarding the design, the chief executive said the permeability of the ground made the most difference on the price. An infiltration test showed infiltration rates were higher than expected so area required was less. Utilities manager Geoff Horler said the option of using basins made maintenance easier in the long term.

Resolved:

1. That the report be received.

Mayor/Cr Cox

2. That Option 1 be confirmed as the method of effluent disposal for the Twizel Oxidation Ponds

Mayor/Cr Cox

The meeting adjourned for lunch at 11.34am and reconvened at 12.39pm.

PUBLIC EXCLUDED:

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

1. Tender for the drive booster shed construction and pump installation.
2. Public excluded minutes Asset and Services July 23.
3. Public excluded minutes Asset and Services August 11.

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
Tender for the drive booster shed construction and pump installation.	Commercial Sensitivity	48(1)(a)(i)
Public excluded minutes Asset and Services July 23	Enable commercial negotiations	48(1)(a)(i)
Public excluded minutes Asset and Services August 11	Enable commercial negotiations	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Tender for the Drive booster*

shed construction and pump installation under section 2(b)(ii) , Public excluded minutes July 23 and August 11 under section2(i).

Mayor/Cr Smith

The Asset and Services Committee resumed in open meeting.

**THERE BEING NO FURTHER BUSINESS THE
CHAIRMAN DECLARED THE MEETING CLOSED AT 12.56pm**

CHAIRMAN: _____

DATE: _____

Unconfirmed

**MACKENZIE DISTRICT COUNCIL
MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD IN
THE MACKENZIE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY,
AUGUST 4, 2015, AT 10.33AM**

PRESENT:

Claire Barlow (Mayor)
Cr Murray Cox
Cr Russell Armstrong
Cr Noel Jackson
Cr Evan Williams
Cr James Leslie
Cr Graham Smith

IN ATTENDANCE:

Wayne Barnett
Paul Morris
Julie Jongen
Toni Morrison
Arlene Goss
Garth Nixon
Pauline Jackson
Suzy Ratahi

APOLOGIES:

No apologies were received.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Finance Committee held on May 12, 2015, including such parts as were taken with the public excluded, be confirmed and adopted as the correct record of the meeting.

Cr Smith /Cr Cox

SUB COMMITTEE MINUTES:

Resolved that the minutes of the Tekapo Property Group meeting held on July 14, 2015 including such parts as were taken with the public excluded.

Cr Cox/Cr Armstrong

REPORTS:

FINANCIAL ACTIVITY REPORT TO MAY 2015:

Finance Manager Paul Morris took councillors through the financial report.

Resolved that the report be received.

Mayor/Cr Smith

Suzy Ratahi spoke on the roading finances.

Cr Leslie questioned about the \$28,000 spent on the collaboration and asked if this was consultancy fees, Mrs Ratahi confirmed yes it is and it doesn't include her time.

Garth Nixon spoke on Community Facilities.

Mr Morris will check the figures for the Twizel Medical Centre as this was queried. He stated it could be a case of eleven months worth of figures and not twelve.

Lawnmowing – there has been an increase in the costs but this reflects with an increase of services.

The Mayor spoke of the need for good explanations on why budgets are under or over. There is not enough detail in the explanations for Councillors to get a good understanding of the variances.

Corporate Services – The Mayor mentioned there is a need for money in the budgets for maintenance on both Council buildings, Fairlie and Twizel and that when the money is allocated for a particular building, the funds should stay with the allocated building.

The Mayor requested a break down of the Brannigan expenses and more explanation on over budgeting for administration, employment and consultancy.

Governance – The question was asked if employment expenses were higher due to the LTP and should this come under "governance".

Sewer – Variances were not well explained. The chief executive will speak with staff to include more details.

Planning – Have the budget for Plan Change 13 and the District Plan but haven't had the staff to do the work.

Commercial Activities – Interest rates have not gone where it was hoped they would be. Property sales haven't happened this year as was first thought, they have been budgeted for next year.

ALPINE ENERGY LTD ANNUAL REPORT 31 MARCH 2015:

Purpose of Report:

To brief Council on the results for Alpine Energy Ltd full year to 31 March 2015.

Resolved that the report be received and the contents noted.

Cr Leslie/Cr Armstrong

THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4.25pm

CHAIRMAN: _____

DATE: _____

**MACKENZIE DISTRICT COUNCIL
MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD IN
THE MACKENZIE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY,
SEPTEMBER 1, 2015, AT 11.35AM**

PRESENT:

Cr Graham Smith (Chair)
 Claire Barlow (Mayor)
 Cr Murray Cox
 Cr Noel Jackson, from 12.56pm
 Cr Evan Williams
 Cr James Leslie

IN ATTENDANCE:

Wayne Barnett, Chief Executive
 Paul Morris, Finance Manager
 Arlene Goss, Committee Secretary
 Kelvin Cross, JLT Insurance

APOLOGIES:

Resolved that apologies be received from Cr Russell Armstrong, and from Cr Noel Jackson for lateness.

Cr Leslie/Cr Williams

DECLARATIONS OF INTEREST:

There were no declarations of interest.

VISITOR:

Kelvin Cross from JLT Insurance spoke regarding council's insurance programme. He gave background on recent trends in the insurance market.

Speaking about the insurance of council assets he suggested that council consider different levels of insurance for different types of assets, with essential assets fully insured and less-essential assets not carrying full insurance.

Making decisions on levels of insurance may involve consultation with the community. He asked Council to consider what the tiers of insurance might be, for example three tiers with different levels of insurance attached to each.

The councillors asked questions regarding using a tiered system and about other aspects of insurance. The chairman thanked Kelvin Cross for attending.

The meeting adjourned at 12.06pm for lunch and reconvened at 12.56pm. Cr Jackson joined the meeting at 12.56pm.

MINUTES:

Resolved that the minutes of the meeting of the Finance Committee held on August 4, 2015, be confirmed and adopted as the correct record of the meeting.

Mayor/Cr Leslie

REPORTS:**FINANCIAL ACTIVITY REPORT TO JUNE 2015:**

Finance Manager Paul Morris took councillors through the financial report. The matters discussed included, but were not limited to, the following:

Discussion was held on water zone committee expenses. The Mayor and Cr Smith requested that someone look into reducing the cost of zone committee expenses.

Audit costs have gone up with a quote received of \$97,000 to audit the annual report this year. The final fee may be lower if all the information is delivered on time. There is a need to itemise the bill to see where the costs are being incurred.

A list of consultancy costs has gone out to all councillors. Paul Morris offered to re-send this for their information.

Financial contributions are a lot less than budgeted due to fewer new titles being issued for developments this year.

The Mayor asked about headworks for the Manuka Terrace water supply. Where does the rate sit? The rate sits under targeted rates on page 13.

Liquor Licencing revenue is \$78,000 with costs of \$55,000, giving a positive variance.

The community boards have all underspent their town project budgets. The chief executive is planning to introduce regular reports on project spending so the community boards can keep better track of this.

Council has a significant hole in investment income compared to budget due to previous assumptions of slightly increasing interest rates. However the Reserve Bank has cut these back so this has impacted on investment income.

Forestry and carbon credits have increased in value.

Resolved that the report be received.

Cr Leslie/Cr Jackson

BANCORP QUARTERLY REPORT TO JUNE 2015:

This report was tabled to inform councillors of the performance of the council's investment portfolio. Investment rates were discussed.

Resolved that the report be received.

Cr Williams/Mayor

AORAKI DEVELOPMENT AND BUSINESS TRUST ECONOMIC DEVELOPMENT SERVICES ANNUAL REPORT:

This provided Council with the annual economic development services report from ADBT for the year ending June 30, 2015.

Resolved that the report be received and information noted.

Mayor/Cr Leslie

PUBLIC EXCLUDED:

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

1. Alpine Energy Ltd Share Valuations

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
Alpine Energy Ltd Share Valuations	Commercial Sensitivity	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Alpine Energy Ltd Share Valuations, under section 7(2)(b)(ii)*

Cr Williams/Cr Leslie

The Finance Committee resumed in open meeting.

THE CHAIRMAN DECLARED THE MEETING CLOSED AT 2.07pm

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE MACKENZIE FORESTRY BOARD HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY, SEPTEMBER 1, 2015.

PRESENT:

Cr Graham Smith (Chairman)
Cr Murray Cox
Cr Noel Jackson
Cr Evan Williams

IN ATTENDANCE:

Claire Barlow (Mayor)
Wayne Barnett (Chief Executive)
Paul Morris (Manager – Finance and Administration)
Kevin O’Neill (Forestry Manager)
Arlene Goss (Committee Secretary)
Terry O’Neill (Forestry Manager, attending by conference phone)

APOLOGIES:

There were no apologies.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Under General Business the sentence that reads “Cr Murray Cox said he believes Mr Gidings will be in touch with Cr Noel Jackson” is incorrect. It should read “Cr Smith said ...”.

Resolved that the minutes of the meeting of the Mackenzie Forestry Board held on March 17, 2015, be confirmed and adopted as the correct record of the meeting.

Cr Williams/Cr Smith

Discussion was held regarding whether there was a national policy on wilding trees. Terry O’Neill said he was not aware of one. The chief executive said a working group has been established between DOC, Ecan, MDC and LINZ. The Mayor said Minister Nick Smith has released some documents on this issue.

REPORTS:**FINANCIAL REPORT – JANUARY 2015:**

The Finance Manager spoke on his report. \$563,000 relates to an increase in the value of the forestry assets. Carbon credits are estimated at \$194,000. Carbon credits are not included in the increase in valuation. Not much logging is planned for this coming year. The chairman asked if any income has been received from the Cave plantation. Terry O'Neill said he has requested an invoice be sent.

Resolved that the report be received

Cr Jackson/Cr Cox

FORESTRY MANAGERS REPORT FEBRUARY TO MAY, 2015:

The Forestry Manager gave a verbal report on his activities. It included the following points:

Thinning has taken place at Cabuie, Cave and Woodburn. Four of the nine plots at Simon's Hill were completed before the winter set in and he hopes to complete the job in the second half of September. He has checked Fox Peak and the threes are 8-11 metres high. They need to be 9-12 metres high before thinning so still one to two years away.

Rabbits seem to be under control in the Tekapo plantation. The virus has taken its toll at least twice in the last 12 months. We are looking at putting Pindone bait stations in at Glenrock during lambing. They keep the rabbits under control by shooting over the rest of the year. There are tress over the boundary fence that need cutting back and will be attaked this week. It started yesterday.

He will have to revisit Cave to cut a few more trees off the roadside fence. Terry O'Neill is employing Brent Kircher to replant at Cave. Due to the very dry year we had our first significant loss of tress when planting. About a 50% take. Will plant about 3000 more in the 6 hectare block.

Snow damage was the most significant at Woodburn East where the pines were outgrowing their strength. We will have to see how many we can repair. Snow damaged trees might be tied up which has been very successful when it was done after the big snow so will be used again.

Resolved that the report be received

Mayor/Cr Williams

FORESTRY VALUATION TO 30 JUNE 2015:

This report was to inform Council of the valuation of its forestry assets. Terry O'Neill said the valuation has crept up with tree growth and there has also been a slight increase in log prices. He outlined recent changes in the export

market and exchange rate but said council does not have any significant areas coming up for harvest in the next 2-3 years so these changes would not greatly affect Council.

The chairman asked how serious the disease 'pine pitch canker' would be for Council if it arrived. Terry O'Neill said biological risk was a risk in forestry and outlined some of the diseases that threaten trees. We haven't currently got any diseases that threaten the whole estate but it's hard to say what is going to come.

Resolved that the report be received and content noted.

Cr Jackson/Cr Williams

GENERAL BUSINESS:

The chairman asked why the council continues to own a block of trees in a windy position in Burkes Pass due to the spread of wilding pines in this area. He was referring to the block on the right hand side going up the hill at Burkes Pass. He questioned whether council should continue to own this block.

Cr Jackson asked if council had an obligation to control wilding pines on other people's land. The chairman said there was a moral obligation. Kevin O'Neill believed policy was on the way to make council responsible. Factors like grazing also come into the control of wilding pines.

Kevin O'Neill said new trees are coming on the market that grow in difficult country and do not seed much. There are species already available to grow to minimise spread risk.

The chairman thanked Terry O'Neill and Kevin O'Neill for their work in the forestry asset this year.

THE CHAIRMAN DECLARED THE MEETING CLOSED AT 2.55pm

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE AUDIT AND RISK SUB-COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY, SEPTEMBER 1, 2015 AT 2.30pm

PRESENT:

Mayor Claire Barlow (Chair)
Cr Graham Smith
Cr Murray Cox

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Paul Morris (Finance Manager)
David Rae (Projects and Administration Manager)
Arlene Goss (Committee Clerk)
Cr Noel Jackson
Cr Evan Williams

APOLOGIES:

There were no apologies.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Audit and Risk Subcommittee meeting held on February 2, 2015, be confirmed and adopted as the correct record of the meeting.

Cr Smith/Cr Cox

REPORTS:

AUDIT NEW ZEALAND REPORT TO COUNCIL ON THE AUDIT OF THE CONSULTATION DOCUMENT:

The committee considered the report from Audit New Zealand (attached to the agenda). Cr Smith raised the issue of the Long Term Plan not being completed on time. The chief executive agreed there were some issues with project management and he is taking steps to address those. He is undertaking a review process to determine the issues.

The Mayor asked for a report back to the committee that identifies how the issues will be addressed. Cr Smith asked about resourcing. The chief executive said there was a problem scoping the project to determine how much work was required.

The Mayor said with a project of that size there should be a project manager. Cr Smith raised the fact that the AMPs were not completed on time and the chief executive agreed.

Resolved that the report be received.

Cr Cox/Mayor

PRESENTATION ON THE STATUS OF RISK MANAGEMENT IN COUNCIL:

Projects and administration manager David Rae gave a presentation on risk management that is an attachment to these minutes.

THE CHAIRMAN DECLARED THE MEETING CLOSED AT 3.45pm

CHAIRMAN: _____

DATE: _____

Unconfirmed

**MACKENZIE DISTRICT COUNCIL
MINUTES OF AN EXTRAORDINARY MEETING OF THE PLANNING
AND REGULATION COMMITTEE HELD IN THE COUNCIL
CHAMBERS, FAIRLIE, ON THURSDAY, SEPTEMBER 3, 2015, AT
12.15PM**

PRESENT:

Cr Murray Cox (Chairman)
Mayor Claire Barlow
Cr Graham Smith
Cr James Leslie
Cr Evan Williams
Cr Noel Jackson

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Nathan Hole (Planning and Regulation Manager)
Toni Morrison (Senior Planner)
Arlene Goss (Committee Clerk)

APOLOGIES:

Resolved that an apology be received from Cr Russell Armstrong.

Cr Williams/Cr Smith

DECLARATIONS OF INTEREST:

There were no declarations of interest.

PUBLIC EXCLUDED:

Resolved that the public be excluded from the following part of the proceedings of this meeting namely Plan Change 13.

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
Plan Change 13	Maintain legal professional privilege	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Plan Change 13 under section 7(2)(g)*.

Mayor/Cr Jackson

The Planning and Regulation Committee continued in open meeting.

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE
MEETING CLOSED AT 12.20PM**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL**MINUTES OF A MEETING OF THE MACKENZIE DISTRICT COUNCIL HELD AT THE MACKENZIE COUNCIL CHAMBERS, IN FAIRLIE, ON TUESDAY AUGUST 4, 2015, AT 10.16AM****PRESENT:**

Claire Barlow (Mayor)
Cr Murray Cox
Cr Russell Armstrong
Cr Noel Jackson
Cr Evan Williams
Cr James Leslie
Cr Graham Smith

IN ATTENDANCE:

Wayne Barnett
Paul Morris
Julie Jongen
Toni Morrison
Arlene Goss
Garth Nixon
Pauline Jackson

VISITORS:

11.15am Jill Borland and Shaun Campbell from Sport Canterbury

OPENING:

The Mayor welcomed everyone to the meeting.

APOLOGIES:

No apologies received.

DECLARATIONS OF INTEREST:

No declarations declared.

BEREAVEMENTS:

The Mayor noted the following bereavements:

- Ruth King (formerly Bell), died 4 July 2015, mother of Brian & Julie Bell, Murray & Bev Bell, Peter & Chrissie Bell, Barb & Steve Adams, Rachel & Luke Loader, late of Fairlie.
- Margaret Anne Scarlett, died 13 July, wife of Des, formerly of Cattle Valley, Fairlie.
- Elizabeth Clarke, died 16 July 2015, partner of Mick Glover, late of Fairlie.
- Doreen Bell Clarke, died 17 July 2015, wife of late Pat, late of Twizel.
- Sylvia Charlotte Jane Gillett, died 24 July 2015, late of Fairlie.
- Gillian Gay Stephenson, died 25 July 2015, mother/mother in law Jane & Brian Baird, Albury.

A moment of silence was observed.

REPORTS:**THE MAYOR'S GENERAL ACTIVITIES REPORT:**

This was the report of the Mayor's activity from June 29 2015 to August 4, 2015.

Resolved that the report be received.

Cr Smith/Cr Armstrong

Cr Smith asked about the Mayors visit to the NZ Airports Mid-Winter Strategic Briefing Session. At this stage there are no firm details but the talk is Mackenzie District will be used as a strategic tourist destination for the South Island.

Cr Smith questioned where the Mayors report was for her attendance at the Local Government conference. She gave a verbal report and stated there wasn't a lot to put into a written report. Cr Cox also attended the conference and gave a verbal update and will put a written report together.

CHIEF EXECUTIVE'S ACTIVITIES:

This was the report of the Chief Executive's activity from June 29, 2015 to August 4, 2015.

Resolved that the report be received.

Cr Armstrong/Cr Leslie

Cr Smith spoke about the discussions re staff wages etc. He questioned about salary pay rises and whether the increases are just based on CPI.

Cr Armstrong asked about the meeting with Tony Richie.

Cr Smith mentioned his concerns about the Pukaki Airport Board, that there have been no financial statements or reports for a while. The Chief Executive replied that there are issues around the Board and these will be addressed at a future meeting.

Cr Jackson asked about the meeting with Murray Weakley, Mr Barnett replied that it was about property sales and this will be discussed later in the meeting.

LTP 2015-2025 BALANCED BUDGET REQUIREMENT:Purpose of Report:

For Council to resolve to accept an unbalanced budget for years 1-4 and 6-10 of the Long-Term Plan 2015-2025.

Resolved

1. That the report be received.

Cr Williams/Cr Armstrong

2. That Council resolves to set projected operating revenue at a different level from that required by Sec 100(1) of the Local Government Act (2002) balanced budget requirement for years 1-4 and year 6-10 of the Long-term Plan 2015-2025 as it considers it financially prudent to do so, having regard to:
 - a. The estimated expenses of achieving and maintaining the predicted levels of service provision set out in the long-term plan, including the estimated expenses associated with maintaining the service capacity and integrity of assets throughout their useful life; and
 - b. The projected revenue available to fund the estimated expenses associated with maintaining the service capacity and integrity of assets throughout their useful life; and

c. The equitable allocation of responsibility for funding the provision and maintenance of assets and facilities throughout their useful life; and

d. The funding and financial policies adopted under section 102.

Mayor /Cr Smith

Cr Leslie made a comment he is still uncomfortable that there are only 10% of Councils in this position and that Mackenzie District Council are in that 10%.

Mr Morris replied that Council are in this situation due to the "items" that have been policied not to be rated, such as community halls, swimming pools, Pukaki airport and forestry.

REVENUE & FINANCING POLICY:

Purpose of Report:

To adopt the final Revenue and Financing Policy for inclusion in the Long Term Plan 2015-2025.

Resolved:

1. That the report be received.

Cr Williams/Cr Cox

2. That the attached Revenue and Financing Policy be adopted by Council for inclusion in the Long Term Plan 2015-2025.

Cr Cox /Cr Jackson

FUNDING AND FINANCIAL POLICIES:

Purpose of Report:

To adopt the following three policies as supporting information for the Long Term Plan 2015-2025:

Liability Management Policy

Investment Policy

Policy on Development Contributions & Financial Contributions

Resolved

1. That the report be received.

Cr Cox/Cr Jackson

2. That the attached Liability Management Policy be adopted by Council.

Cr Cox/Cr Smith

3. That the attached Investment Policy be adopted by Council.

Cr Cox/Cr Smith

4. That the attached Policy on Development Contributions and Financial Contributions be adopted by Council.

Cr Cox/Cr Smith

Cr Leslie asked the question that if Forestry were to be sold in the future would Council require a policy on that as he doesn't see that there is one. Mr Morris replied that the answer is "no" and that if Council were going to sell, it would require public consultation on what would happen with the funds from any sale.

Mayor noted appreciation for the work Toni Morrison has done.

Meeting was adjourned for 10 minutes at 11.00am for the Mayor and Chief Executive to consider the Letter of Representation.

Meeting recommenced at 11.10am

JOINT WATER ZONE COMMITTEE AGREEMENTS:

Purpose of Report:

To obtain council approval to re-enter joint committee agreements for the Orari-Opihi-Pareora Zone Water Management Committee, and the Upper Waitaki Zone Water Management Committee, by August 8, 2015, to meet new Local Government Act 2002 provisions.

Resolved

1. That the report be received.

Cr Williams/Cr Armstrong

2. That the Council approves the Mackenzie District Council entering into a new agreement to continue the current arrangement with the Timaru District Council and Environment Canterbury under clause 30A of Schedule 7 of the Local Government Act 2002 in relation to the Orari-Opihi-Pareora Zone Water Management Committee.

Cr Smith/Cr Armstrong

3. That the Council approves the Mackenzie District Council entering into a new agreement to continue the current arrangement with the Waitaki District Council and Environment Canterbury under clause 30A of Schedule 7 of the Local Government Act 2002 in relation to the Upper Waitaki Zone Water Management Committee.

Cr Smith/Cr Armstrong

4. That the Council delegates to the Chief Executive the power to execute agreements under clause 30A of Schedule 7 of the Local Government Act 2002 on behalf of Mackenzie District Council in relation to the Orari-Opihi-Pareora Water Zone Management Committee agreement under (2), and the Upper Waitaki Water Zone Management Committee agreement under (3).

Cr Smith/Cr Armstrong

VISITORS FROM SPORT CANTERBURY:

Jan Borland and Shaun Campbell spoke to Council.

They had a presentation on the value of sport and what can be achieved with sport.

They are seeking further investment from Council for the district's community. Currently council invest \$5000, Sport Canterbury would like an additional \$10,000.

Cr Jackson asked about other sports groups who may not be connected to a sports club or a school. Mr Campbell said they do their best to contact these groups.

They are no longer restricted by NZ Sports Association.

Cr Smith asked what is the amount spent in the Mackenzie district, a ball park estimate was \$30,000. They also manage "Kiwi Sport" funds.

DOWNLANDS JOINT COMMITTEE AGREEMENT:

Purpose Of Report:

To obtain council approval to re-enter a joint committee agreement for the Downlands Joint Standing Committee, by 8 August 2015 to meet new Local Government Act 2002 provisions.

Resolved

1. That the report be received.

Cr Cox/Cr Williams

2. That the council approves the Mackenzie District Council entering into agreement with the Timaru District Council and Waimate District Council under clause 30A of Schedule 7 of the Local Government Act 2002 in relation to the Downlands Joint Standing Committee.

Cr Cox/Cr Williams

3. That the Council delegates to the Chief Executive the power to execute agreements under clause 30A of Schedule 7 of the Local Government Act 2002 on behalf of Mackenzie District Council in relation to the Downlands Joint Standing Committee.

Cr Cox/Cr Williams

Cr Smith agrees that there has to be a committee but believes there are changes required with committee numbers.

A20 CYCLE WAY HAYMAN ROAD OFF ROAD PROJECT:Purpose of Report:

To bring Council up to date with this project and to confirm Council contribution to this work. To consider the possibility of proceeding with this project earlier should funding allow.

Resolved

1. That the report be received.

Cr Armstrong/Cr Cox

2. That Mackenzie District Council accept the feasibility study as a means to off road the A20 Cycle trail off Hayman Road.

Mayor/Cr Smith

3. The Mackenzie District Council approve the commencement of work on this project as funding becomes available subject to a more indepth report on the financial impacts.

Mayor/Cr Smith

Garth Nixon spoke on this report. Council funded this report to be done. There was an indication there would be funding from Central Government. There is also lottery funding available now which wasn't available before.

Cr Smith noted Council do not have funds available for this. It is hoped 1/3 of the \$1.6 million costs can be funded by Council, which would be borrowed funds.

Mayor asked what the cost was for the feasibility study, Mr Nixon replied \$20,000 which was funded from the maintenance budget.

Cr Cox said there is still a bit of a concern about the \$1.6 million being spent on this particular piece of the track and whether the money could be spent on different parts of the trail. He commented it will need to be well marketed.

The Chief Executive spoke about the commitment from DOC to put the trail in this area. He suggested all parties get together with Tourism Waitaki and have a workshop to discuss what will be required.

Cr Jackson mentioned the presentation from Jason Menard needs to be presented to the Fairlie Community Board as well.

Meeting adjourned for lunch at 12.16pm and reconvened at 12.41pm.

ADOPTION OF LONG TERM PLAN 2015-2025:

Purpose of Report:

To adopt the audited Long Term Plan 2015-2025.

Resolved

1. That the report be received.

Cr Williams/Cr Cox

Paul Morris spoke to this report and advised the following:

- (a) Change rate increased \$247,932 or 8.6% due to reduced investment income offset due to retaining forestry assets.
- (b) Rural work and services changed due to increase in fixed charge from \$34.88 to \$128.50 to balance out changes described in (a) above.
- (c) Roding rate reduced by \$327,652 or 30% to reflect Council's LTP decision to have 6.75% increase in Year 1.
- (d) Water rates increased by \$50,000 to reflect higher internal debt as forestry assets not sold.

Mr Morris also advised that the rates increases tabled in the Financial Strategy was updated and this was tabled. He also tabled an updated final Rating Definitions section.

2. That in accordance with Section 93 of the Local Government Act 2002, the Long Term Plan for 2015-2025 be adopted incorporating any further amendments requested by Audit New Zealand.

Mayor/Cr Smith

The Chief Executive and Committee thanked Paul, Toni and Arlene for their hard work and efforts in putting the LTP together.

RATES RESOLUTION 2015/16:

Resolved

1. That the report be received.

Cr Armstrong /Cr Williams

2. That the Mackenzie District Council resolves to set the following rates under the Local Government (Rating) Act 2002, on rating units in the Mackenzie District for the financial year commencing on 1 July 2015 and ending on 30 June 2016 and sets the due dates for the payment of the rates.

Cr Smith/Cr Williams

GENERAL RATES

A General rate set on the capital value of the land under Section 13 of the Local Government (Rating) Act 2002 on all rateable land. The general rate will be set differentially using the following categories based on the use and location of the land:

- Tekapo A A rate of \$0.009471 per dollar (GST inclusive) of Capital Value
- Ohau A A rate of \$0.001097 per dollar (GST inclusive) of Capital Value
- Tekapo B A rate of \$0.001661 per dollar (GST inclusive) of Capital Value

- All other properties A rate of \$0.0008289 per dollar (GST inclusive) of Capital Value

UNIFORM ANNUAL GENERAL CHARGE

A Uniform Annual General Charge set on all rateable land under Section 15 of the Local Government (Rating) Act 2002.

- A fixed amount of \$25.33 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit.

WORKS & SERVICES RATES

Targeted rates for works and services, set under Section 16 of the Local Government (Rating) Act 2002, assessed on a differential basis as described below:

TWIZEL WORKS & SERVICES RATE

- A fixed amount of \$40.63 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit on every rating unit situated in the Twizel Community (excluding Improvement work).
- A rate of \$0.0013796 per dollar (GST inclusive) based on the capital value on every rating unit in the Twizel Community (excluding improvement work).
(as defined on a map held by Council).

The relationship between the rates in the differential category is as follows:

- a) A fixed amount per separately used or inhabited part (SUIP) of a rating unit to fund 10.00% of the targeted rate requirement
- b) A rate per dollar of capital value of the land to fund 90.00% of the targeted rate requirement

FAIRLIE WORKS & SERVICES RATE

- A fixed amount of \$57.01 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit, on every rating unit situated in the Fairlie Community.
- A rate of \$0.002359 per dollar of capital value (GST inclusive) based on the capital value on every rating unit in the Fairlie Community.
(as defined on a map held by Council)

The relationship between the rates in the differential category is as follows:

- a) A fixed amount per separately used or inhabited part (SUIP) of a rating unit to fund 10% of the targeted rate requirement
- b) A rate per dollar of capital value of the land to fund 90% of the targeted rate requirement

TEKAPO WORKS & SERVICES RATE

- A fixed amount of \$181.83 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit on every rating unit situated in the Lake Tekapo Community.
- A rate of \$0.000760 per dollar of capital value (GST inclusive) based on the capital value on every rating unit situated in the Lake Tekapo Community.
(as defined on a map held by Council)

The relationship between the rates in the differential category is as follows:

- a) A fixed amount in the separately used or inhabited part (SUIP) of a rating unit to fund 35% of the targeted rate requirement
- b) A rate per dollar of capital value of the land to fund 65% of the targeted rate requirement

RURAL WORKS AND SERVICES RATE

- A fixed amount of \$128.50 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit on every rating unit situated in the rural community.
- Ohau A
A rate of \$0.0000473 per dollar of capital value (GST inclusive) on every rating unit in the rural community.
- Tekapo A
A rate of \$0.000408 per dollar of capital value (GST inclusive) on every rating unit in the Rural Community.
- Tekapo B
A rate of \$0.0000716 per dollar of capital value (GST inclusive) on every rating unit in the rural community.
- All other rural properties
A rate of \$0.00001605 per dollar of capital value (GST inclusive) based on the capital value on every rating unit in the rural community.
(as defined on a map held by Council)

The relationship between the rates in the differential category is as follows:

- a) A fixed amount per separately used or inhabited part (SUIP) of a rating unit to fund 74% of the targeted rate requirement, and
- b) Ohau A
20% of the 26% balance of the targeted rate requirement
- c) Tekapo A
20% of the 26% balance of the targeted rate requirement
- c) Tekapo B
20% of the 26% balance of the targeted rate requirement
- d) All other rural properties
40% of the 26% balance of the targeted rate requirement

URBAN SEWAGE TREATMENT RATES

Targeted rates for sewage treatment, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$26.05 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit for all rating units situated in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel and which are connected to a community sewerage scheme.
- A fixed amount of \$6.51 (GST inclusive) per water closet or urinal (after the first) for all rating units situated in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel and which are connected to a community sewerage scheme.
(as defined on a map held by Council)

Notes for the purposes of these rates:

The sewage treatment service is treated as being provided if the rating unit is connected to a public sewerage drain. A rating unit used primarily as a residence for one household must not be treated as having more than one water closet or urinal.

EVERSLEY RESERVE SEWERAGE RATE

A targeted rate for sewerage, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$938.28 (GST inclusive) per rating unit for ratepayers in the Eversley Reserve sewerage scheme who have not previously paid the capital contribution.
(as defined on a map held by Council)

URBAN SEWERAGE INFRASTRUCTURE RATES

Targeted rates for sewerage infrastructure, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$132.25 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit for all rating units situated in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel and which are connected or capable of being connected to a community sewerage scheme.
- A fixed amount of \$33.06 (GST inclusive) per each water closet or urinal (after the first) per separately used or inhabited part (SUIP) of a rating unit for all rating units situated in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel and which are connected to a community sewerage scheme. (as defined on a map held by Council)

Notes for the purposes of these rates:

The sewerage infrastructure service is treated as being provided if the rating unit is connected to or able to be connected to a public service drain and is within 30 metres of such a drain.

A rating unit used primarily as a residence for one household must not be treated as having more than one water closet or urinal

URBAN WATER TREATMENT RATE

A targeted rate for urban water treatment, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$62.75 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel and which are connected to a community water supply (except those rating units receiving a metered water supply). (as defined on a map held by Council)

Notes for the purposes of this rate:

The water supply treatment service is treated as being provided if any part of the rating unit is connected to a Council operated waterworks and where water is not supplied and measured by meter.

URBAN WATER INFRASTRUCTURE RATE

A targeted rate for water supply infrastructure, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$211.02 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit which is connected or capable of connection to a community water supply in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel (except those rating units receiving a metered water supply). (as defined on a map held by Council)

Notes for the purposes of this rate

The water supply infrastructure service is treated as being provided, if any part of the rating unit is connected to a Council operated community water supply or if the rating unit is situated within 100 metres of an urban community water supply waterworks and is capable of connection and where water is not supplied and measured by meter.

METERED WATER RATE

A targeted rate under section 16 of the Local Government (Rating) Act 2002 will be assessed on every rating unit connected to a community water supply in Fairlie, Burkes Pass, Lake Tekapo and Twizel and where water is supplied and measured by meter.

- A fixed amount of \$273.77 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit which is serviced by a council water meter.

RURAL WATER SUPPLIES

Targeted rates for rural water supplies set under Section 19 of the Local Government (Rating) Act 2002, of:

- A fixed amount of \$212.12 (GST inclusive) per unit of water supplied to every rating unit serviced by the Allandale Rural water supply.
- A fixed amount of \$162.54 (GST inclusive) per unit of water supplied to every rating unit serviced by the Spur Road Rural water supply.
- A fixed amount of \$139.00 (GST inclusive) per unit of water supplied to every rating unit serviced by the Downlands Rural water supply area in the Mackenzie District.

Targeted rates for rural water supplies set under Section 16 of the Local Government (Rating) Act 2002, of:

- A fixed amount of \$225.00 (GST inclusive) per rating unit serviced by the Ashwick Opuha Rural water supply
- A rate of \$3.71 (GST inclusive) per hectare on every rating unit serviced by the Fairlie Water Race of a fixed amount per hectare.
- A fixed amount of \$30.00 (GST Inclusive) per rating unit serviced by the Fairlie Water Race.
- A fixed amount of \$347.00. (GST inclusive) per rating unit serviced by the Downlands water supply area in the Mackenzie District.
- A fixed amount of \$44.92 (GST Inclusive) per rating unit in the Manuka Terrace water supply area.

URBAN STORMWATER RATE

A targeted rate for Urban Stormwater set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$29.94 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit which is situated in the communities of Fairlie, Lake Tekapo and Twizel.
(as defined on a map held by Council)

DISTRICT ROADING RATE

Targeted rates for District Roading, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$100.00 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit on every rating unit (excluding Mount Cook Village) situated in the Mackenzie District.
- Tekapo A
A rate of \$0.00195 per dollar (GST inclusive) of Capital Value.
- Ohau A
A rate of \$0.000226 per dollar (GST inclusive) of Capital Value.
- Tekapo B.
A rate of \$0.000343 per dollar (GST inclusive) of Capital Value.
- All other district properties
A rate of \$0.000174 per dollar (GST inclusive) of Capital Value.
(as defined on a map held by Council)

URBAN SOLID WASTE RATE

A targeted rate for Solid Waste, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$283.30 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit for all rating units to which Council provides the service.

TWIZEL IMPROVEMENT RATE

A targeted rate for Twizel Improvement work, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$59.56 (GST inclusive) per separately used or inhabited part (SUIP) of a rating unit situated in the Twizel Community.

(as defined on a map held by Council)

TOURISM AND PROMOTION RATE

Targeted rates for Tourism and Promotion, set under Section 16 of the Local Government (Rating) Act 2002, of.

- A fixed amount of \$5.26 (GST inclusive) per separately used and inhabited part (SUIP) of a rating unit on every rating situated in the Mackenzie District.
- A rate of \$0.000600 per dollar of capital value (GST inclusive) based on the land use of all commercial businesses (excluding commercial accommodation businesses and secondary accommodation properties).
- A fixed amount of \$100.00 (GST inclusive) per rating unit on Industrial land properties.
- A rate of \$0.000949 per dollar of capital value (GST inclusive) based on the land use on the rateable capital value of the land of all commercial accommodation businesses (excluding commercial businesses, secondary accommodation properties and industrial land properties).
- A rate of \$0.000396 per dollar of capital value (GST inclusive) based on the land use on the rateable capital value of the land of all secondary accommodation properties (excluding commercial business, commercial accommodation businesses and industrial land properties).

ECONOMIC DEVELOPMENT RATE

Targeted rates for Economic Development, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$10.00 (GST inclusive) per separately used and inhabited part (SUIP) of a rating unit on every rating situated in the Mackenzie District.
- A rate of \$0.0001259 per dollar of capital value (GST inclusive) based on the land use on the rateable capital value of the land of commercial businesses, and industrial land properties, (excluding commercial accommodation businesses and secondary accommodation properties).

ALPS TO OCEAN RATE

A targeted rate for Alps to Ocean activities, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$25.09 (GST inclusive) per separately used and inhabited part (SUIP) of a rating unit on every rating situated in the Mackenzie District.

RURAL CATTLESTOP MAINTENANCE RATE

A targeted rate for Rural Cattlestop maintenance, set under Section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$73.60 per cattlestop or part thereof, on those rating units or parts of rating units benefitting.

FIXED CHARGES

Under section 21 of the Local Government (Rating) Act 2002, the Council is limited to setting fixed charges, excluding charges for water and sewer, at 30% of the total revenue from all rates sought by the Council.

The Mackenzie District Council has complied with section 21 of the Local Government (Rating) Act 2002 as excluding water and sewer charges, fixed charges as a percentage of the total rates amount to 23.34%.

DIFFERENTIAL CATEGORIES

GENERAL RATE

The Council adopts the following differential categories based on the use and location of the land for the purposes of the general rate:

Group (A)

- a) Tekapo A
- b) Ohau A
- c) Tekapo B

Group (B)

All other properties

The relationship between the rates set per differential categories is as follows:

Group (A)

- a) Tekapo A 10% of the total rate requirement
- b) Ohau A 10% of the total rate requirement
- c) Tekapo B 10% of the total rate requirement

Group (B)

All other properties 70% of the total rate requirement

RURAL WORKS & SERVICES RATE

The Council adopts the following differential categories for the purposes of the Rural Works & Services Rate:

Category

- a) Ohau A
- b) Tekapo A
- c) Tekapo B
- d) All other rural properties

The relationship between the rates set per differential categories is as follows:

- Ohau A 20% of the balance of the targeted rate requirement
- Tekapo A 20% of the balance of the targeted rate requirement
- Tekapo B 20% of the balance of the targeted rate requirement
- All other rural properties 40% of the balance of the targeted rate requirement

DISTRICT ROADING RATE

The Council adopts the following differential categories based on the use and location of the land for the purposes of the district roading rate:

Group (A)

- a) Tekapo A
- b) Ohau A
- c) Tekapo B

Group (B)

All other district properties

The relationship between the rates set per differential categories is as follows:

Group (A)

- a) Tekapo A 10% of the total rate requirement
- b) Ohau A 10% of the total rate requirement
- c) Tekapo B 10% of the total rate requirement

Group (B)

All other district properties 70% of the total rate requirement

TOURISM AND PROMOTION RATE

The Council adopts the following differential categories based on the use and location of the land for the purposes of the district tourism and promotion.

Commercial Businesses

All rateable properties within the Mackenzie District identified as the principal use of the land being commercial business (excluding accommodation providers).

Industrial Land properties

All rateable properties within the Mackenzie District on land with a property category code beginning with I in the Council's Rating Information Database.

Primary Accommodation Businesses

All rateable properties within the Mackenzie District identified as accommodation providers and where the principal use of the land is commercial accommodation businesses.

Secondary Accommodation Properties

All rateable properties within the Mackenzie District identified as accommodation providers but where the principal use of the land is not commercial accommodation business.

Notes for the purposes of these rates

Secondary accommodation providers can be exempt if they provide a declaration stating that they provide accommodation for less than 20 bed nights per annum.

Definitions:

Group (A)

- "Tekapo A" means all separately rateable properties in the former Tekapo Ward, used for hydro electric power generation (as more particularly defined on valuation roll number 2530015901).
- "Ohau A" means all separately rateable properties in the former Twizel Ward used for hydro electric power generation (as more particularly defined on valuation roll number 2532000701A).
- "Tekapo B" means all separately rateable properties in the former Tekapo Ward, used for hydro electric power generation (as more particularly defined on valuation roll number 2530018400).

Group (B)

- "All other properties" means every other property in the district other than Tekapo A, Ohau A and Tekapo B.

Other Categories

- "All other rural properties" means every other property in the rural community other than Ohau A, Tekapo A, Tekapo B and Mount Cook Village.
- Rural community is defined as the area of the Mackenzie District excluding the community areas of benefit of Twizel, Lake Tekapo, Fairlie and Mount Cook Village.
- "All other district properties" means all separately rateable properties in the Mackenzie District other than Tekapo A, Ohau A, Tekapo B and Mount Cook village.

DUE DATE FOR PAYMENT OF RATES

All rates will be payable in four instalments on due dates as follows:

Instalment number	Due Date
One	20 September 2015
Two	20 December 2015
Three	20 March 2016
Four	20 June 2016

PENALTIES

That pursuant to sections 57 and 58 of the local Government (Rating) Act 2002, the Council prescribes the following penalties to be added to unpaid rates:

- a) A charge of 10 per cent of the amount of any instalment that has been assessed after 1 July 2015 and which is unpaid after the due dates being
 - 22 September 2015
 - 22 December 2015
 - 22 March 2016
 - 22 June 2016

- b) A charge of 10 per cent on so much of any rates levied before 1 July 2015 which remain unpaid on 11 August 2015.
- c) A charge of 10 per cent on any rates to which a penalty has been added under (b) if the rates remain unpaid on 11 February 2016

PAYMENT OF RATES

That rates shall be payable at any of the following places:

Council offices, 53 Main Street, Fairlie (between the hours of 8.30 am to 5.00 pm, Monday to Friday, excluding public holidays) and Market Place, Twizel (between the hours of 8.30 am to 5.00 pm Monday to Friday) or pre advertised winter hours.

Cr Leslie questioned about the funds that Twizel have already put into the water scheme and whether there will be recognition for this.

Mr Morris replied that every town has spent money on capital works and have been in deficit. The short answer is there will be no recognition for Twizel residents.

REPRESENTATIVE ON SOUTH CANTERBURY RURAL FIRE COMMITTEE:

Purpose of Report:

For Council to confirm its representative on South Canterbury Rural Fire Committee (SCRFC).

Resolved

1. That the report be received.

Cr Williams/Cr Jackson

2. That Council appoints a Mackenzie District councillor as its representative to SCRFC.
Cr Smith was nominated and accepted the role.

Cr Cox/Cr Jackson

3. Council resolves to officially thank Alistair Munro for his significant contribution as Mackenzie District Council Representative of the SCRFC.

Cr Smith/Mayor

Nathan Hole spoke on this report and feels that with the changes to Rural Fire Service it would be better to have a council representative.

Cr Smith asked who would be the council representative. As the meetings are in Timaru Cr Smith offered his services to the role since he lives the closest to Timaru. However, he asked for it to be recorded that he was not seeking to replace Mr Munro.

Mackenzie is the only Council that doesn't have a councillor representative on the committee. Cr Cox volunteered to be available if Cr Smith is unavailable.

Alistair Munro has been a member for many years. The Mayor suggested Council send a gift of thanks.

TWIZEL COMMUNITY CARE TRUST:

Purpose of Report:

To consider a request from the Twizel Community Care Trust for increased funding.

Resolved

1. That the report be received.

Cr Armstrong/Cr Leslie

2. That the Council agree to increase the Grant to the Twizel Community Care Trust

from \$10,000 per annum to \$15,000 per annum shared with the Twizel Community Board. Subject to a new Service Level Agreement being signed and the approval of the Twizel community board.

Cr Armstrong/Cr Leslie

Garth Nixon spoke on this. The trust is under a lot of pressure and their current chairman is retiring shortly. Mr Nixon questioned as to what will be their operating hours and whether they are looking at increased hours, he questioned as to whether Council want to demand more hours. Twizel Community Board have yet to see this report. The Mayor asked if the group report back to the community board, to which Mr Nixon replied, Bruce White is a community board member and is on this board as well.

\$20,000 has been accounted for in the budget.

The Chief Executive asked if they have had other funding provided to which Mr Nixon replied he does believe they have applied for other funding.

The group are providing services for the community.

COMMUNITY BOARD RECOMMENDATIONS AND MINUTES:

This report from the Chief Executive was accompanied by the minutes of the meetings of the Twizel Community Board on July 13, 2015, and the Fairlie Community Board on July 20, 2015, and Tekapo Community Board on July 13, 2015.

Resolved that the report be received.

Mayor/Cr Leslie

FAIRLIE COMMUNITY BOARD:

Purpose of Report:

To consider the recommendations made by community boards.

Council **noted** the following resolution regarding a review of fees and charges for the Fairlie community facilities:

1. That the Fairlie Community Board adopt the revised fees and charges as proposed.

Council **noted** the following resolution regarding surplus funds from the projects budget:

2. That the Fairlie Community Board recommends to Council that the surplus funds of \$21,000 from the projects budget be carried through to the Township Reserve Account and the uncompleted work be undertaken in the next financial year, and funded from this reserve as an unbudgeted item.

Council **noted** the following resolution regarding a parking study of Regent Street in Fairlie:

3. That the Fairlie Community Board employ Abley to undertake a layout and parking bylaw study on Regent Street, Fairlie for the fee of approximately \$4500 +GST and this be funded from the township projects reserve.

TEKAPO COMMUNITY BOARD:

Council **noted** the following resolution regarding a review of fees and charges for the Tekapo community facilities:

1. That the Tekapo Community Board recommends to Council the revised fees and charges schedule be adopted.

Council **noted** the following resolutions regarding landscaping of the Tekapo Domain:

2. The Community Board confirm the minutes and recommendations made by the workshop as the basis for their way forward with the landscape of the Tekapo Domain.
3. That the Community Facilities Manager be tasked with progressing and reporting on these projects.

Council **noted** the following resolutions regarding the re-lining of the Tekapo reservoir:

4. That the budget of \$37,000 be carried over into 2015/16 year to undertake the reline project of the Tekapo Reservoir.

TWIZEL COMMUNITY BOARD:

Council **noted** the following resolution regarding a review of fees and charges for the Twizel community facilities:

1. That the Twizel Community Board adopt the revised fees and charges as proposed.

Council **noted** the following resolutions regarding work to reduce fire risk on council-owned land in Twizel:

2. That the Twizel Community Board recommends that a resource consent be sought and costings be obtained to undertake this work.

It was noted incorrect names were with the above resolution in the agenda minutes. These have now been corrected.

RECEIVE COMMITTEE MINUTES:

Resolved

Receive minutes of the meetings of the Asset and Services Committee and the Planning and Regulation Committee on July 23, 2015.

COUNCIL MINUTES:

Confirm and adopt the minutes of the Mackenzie District Council meeting held on June 23, 2015, as the correct record of the meeting, including those parts taken in public excluded.

Mayor/Cr Leslie

CONFIRM EXTRAORDINARY COUNCIL MINUTES:

Confirm and adopt the following minutes of the Mackenzie District Council meetings and hearings as the correct record of the meeting:

- Long Term Plan submission hearing held on July 6
- Extraordinary council meeting held on July 8

Mayor/Cr Williams

Mayor/Cr Cox

- Extraordinary council meeting held on July 23

Mayor/Cr Armstrong

PUBLIC EXCLUDED:

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

- A) PREVIOUS MINUTES COUNCIL JUNE 23
- B) TWIZEL COMMUNITY BOARD MINUTES JULY 13
- C) TEKAPO COMMUNITY BOARD MINUTES JULY 13
- D) FAIRLIE COMMUNITY BOARD MINUTES JULY 20
- E) PLANNING & REGULATION COMMITTEE MINUTES JULY 23
- F) CANTERBURY MAYORAL FORUM-DRAFT REGIONAL ECONOMIC DEVELOPMENT STRATEGY
- G) SALE OF TWIZEL LAND
- H) LAND SALE OF TEKAPO-LAKESIDE DRIVE
- I) TOURISM VENTURE

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
Previous minutes Council June 23	Enable commercial negotiations	48(1)(a)(i)
Previous minutes Twizel CB July 13	Commercial sensitivity	48(1)(a)(i)
Previous minutes Tekapo CB July 13	Commercial sensitivity	48(1)(a)(i)
Previous minutes Fairlie CB July 20	Commercial sensitivity	48(1)(a)(i)
Previous minutes Planning & Regulation July 23	Maintain legal Professional privilege	48(1)(a)(i)
Canterbury Mayoral Forum (CREDS)	Commercial sensitivity	48(1)(a)(i)
Sale of Twizel Land	Commercial sensitivity	48(1)(a)(i)
Sale of Tekapo Land	Commercial sensitivity	48(1)(a)(i)
Tourism Venture	Commercial sensitivity	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Minutes from Council June 23 under section 7(2)(i). Minutes from Planning and Regulation committee under section 7(2)(g). Twizel CB July 13, Tekapo CB July 13, Fairlie CB July 20, Canterbury Mayoral Forum CREDS, Sale of Twizel Land, Sale of Tekapo Land and Tourism Venture under section 7(2)(b)(ii).*

Cr Leslie/Cr Cox

THE MAYOR DECLARED THE MEETING CLOSED AT 3.15pm

MAYOR: _____

DATE: _____

Unconfirmed