



TWIZEL COMMUNITY BOARD

Membership:

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

*Notice is given of a meeting of the Twizel Community Board to be held
on Monday, November 16, 2015, at 4.00pm.*

VENUE: Twizel Events Centre, Twizel

BUSINESS: As per agenda attached

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER



Twizel Community Board

Agenda for Monday, November 16, 2015

APOLOGIES

DECLARATIONS OF INTEREST

VISITORS:

Tony and Jacky Jackson will attend the meeting to speak regarding a proposal to purchase land. This discussion will be held in public excluded.

MINUTES:

Confirm and adopt as the correct record the minutes of the meeting held on October 5, 2015.

MATTERS UNDER ACTION

REPORTS:

1. Financial Report (to be circulated).
2. Twizel Projects Report (attached).
3. Proposal for Pedestrian Signage and Information Board – Pat Shuker (attached)
4. Meeting Schedule for 2016 (attached).
5. Ward member's report (verbal report).
6. Reports from members who represent the community board on other committees (verbal report).

GENERAL BUSINESS

PUBLIC EXCLUDED:

Resolve that the public be excluded from the following part of the proceedings of this meeting namely 'Proposal to Purchase Land in Twizel – Tony and Jacky Jackson'.

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
Proposal to Purchase Land in Twizel	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: *Proposal to Purchase Land in Twizel under section 7(2)(b)(ii).*

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TWIZEL COMMUNITY BOARD HELD IN THE TWIZEL EVENTS CENTRE ON MONDAY, OCTOBER 5, 2015, AT 4PM

PRESENT:

John Bishop (Chairman)
Pat Shuker
Cr Russell Armstrong

IN ATTENDANCE:

Claire Barlow, Mayor
Wayne Barnett, Chief Executive
Garth Nixon, Community Facilities Manager
Bernie Haar, Asset Manager
Angie Taylor, Twizel Town Manager
Arlene Goss, Committee Secretary
Annabelle Bray, Christchurch and Canterbury Tourism
Cr James Leslie, observing
Two members of the public

OPENING:

The chairman welcomed everyone to the meeting.

APOLOGIES:

Apologies were received from Phil Rive and Bruce White.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

VISITOR:

Annabelle Bray from Christchurch and Canterbury Tourism gave a presentation on tourism promotion in the district. This is available as an attachment to these minutes. Following the presentation the Mayor thanked Annabelle Bray for coming and for doing a good job on behalf of the district.

MINUTES:

Resolved that the minutes of the meeting of the Twizel Community Board held on August 24, 2015, be confirmed and adopted as the correct record of the meeting.

Russell Armstrong/Pat Shuker

TWIZEL COMMUNITY BOARD MATTERS UNDER ACTION:

Twizel Water Supply Upgrade: Asset Manager Bernie Haar said everything is on track. The cartridge filter got blocked by the green algae that is growing in the reservoir so they have taken the filters offline and will accelerate the covering of the reservoir to control the algae. Apart from that everything is working well and on track for an official opening and open day in November.

Early Learning Centre Location: The Twizel Early Learning Centre will consult with the community on the Glen Lyon Road location. This is being progressed.

Overgrown Trees, Market Place: The chairman said a climbing weed was taken away but no limbs were cut off the trees. He asked for them to be pruned a little more. Garth Nixon said what was done was only moderate and he will give the trees another lift.

REPORTS:

FINANCIAL REPORT TO AUGUST, 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 August, 2015.

Garth Nixon said this was the first report for the financial year. Members' expenses are slightly over budget. The cleaning position at the events centre has moved from a contractor to a staff member and this has shown savings.

Resolved that the report be received.

John Bishop/Russell Armstrong

TWIZEL TEKAPO VEHICLE TRUST GARAGE:

The purpose of this report was to seek community board approval to locate a new garage for storage of vehicle trust vehicles in the vicinity of the Twizel Events Centre.

Garth Nixon said the vehicle trust approached council and this Rec A land was considered suitable. There is an opportunity for a shared proposal to include council vehicles and trust vehicles in the same garage building. He asked if the community board was supportive of building a garage at that location.

The chairman has met with the trust and said the trust are in favour of building on this site. The chairman said an entry door will need to be included on both sides. Cr Armstrong asked if Council has a need for a garage. Garth Nixon said currently the council cars go home with staff at night in Twizel due to a lack of garaging.

Resolved:

1. That the report be received.

Russell Armstrong/Pat Shuker

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

Russell Armstrong/Pat Shuker

KERBSIDE COLLECTIONS:

The purpose was to report back to the board on waste disposal options for residents who have missed the scheduled kerbside collection, or who are unable to arrange for their bin to be put out on the scheduled collection day.

Angie Taylor spoke to this report. She said this does not appear to be a widespread issue and is restricted to Twizel, as she has not had similar requests from Tekapo or Fairlie. In light of that, and due to the wheelie bin system working very well for four years, she believes this is not a major issue. Because solid waste collection is a district-wide service, any changes would need to be considered by Council and be enacted district-wide.

Pat Shuker said she would prefer to stay with the status quo. The chairman said it's almost unanimous in the town that the wheelie bin system is the best they've had. He believes the inconvenience of arranging someone to put your bin out is minor. He would like to pursue more education and advertising to make people aware of the options. Cr Armstrong said the community board has only had one letter on this issue.

Resolved:

1. That the report be received.

John Bishop/Russell Armstrong

2. That no changes be made to the curbside rubbish collection system.

John Bishop/Russell Armstrong

WARD MEMBER'S REPORT:

Cr Armstrong reported on council decisions to remove fire risk wilding trees from council land near Twizel, and also reported that council owned sections on Glen Lyon Road have been put on the market and are attracting good interest.

Pat Shuker asked for a map to be put in the Twizel Update showing the area to be cleared of trees. Garth Nixon agreed to do this.

Pat Shuker asked regarding the clearing of trees at the back of Northwest Arch. Garth Nixon said we would need a resource consent to do the work and Angie Taylor is getting this underway. Not sure if this will be publically notified or just notified to affected neighbours. Pat Shuker said some people are upset about losing trees on the park land. Garth Nixon said when we apply for a resource consent they will be able to express their views. The chairman said it was important for people to understand the fire risk in this area.

Garth Nixon has had a quote to limb the trees from Northwest Arch to the back end of the walkway and this would be about \$10,000. He asked if the community board was happy to start this work. Pat Shuker expressed concern about the layer of pine needles on the ground being a fire risk. She is also concerned about how to encourage property owners to limb their own trees on private land. The chief executive said it was important to do our own land first and that council's actions to control fire risk would encourage others to do the same.

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

There was nothing to report.

GENERAL BUSINESS:

1. Letter from Mike Williams.

The community board considered a letter from Mike Williams at page 37 of the agenda. Garth Nixon said this complaint is fair. He has spoken to Whitestone who apologised for dropping

the ball and said they will do better. They are engaging additional staff. The community board can request extra days of litter control from Whitestone. Garth Nixon offered to respond to Mike Williams.

2. Letter from Judith Holland, Twizel Community Care Trust.

This item on page 38 of the agenda was discussed. Garth Nixon said this problem was a combination of frost heave and snow on these walkways. Different walkways were discussed. The chairman has organised for himself and the finance manager to attend a meeting at the Twizel Community Care Trust of people who have questions for the council. He considered the community board should put money aside each year to seal a couple of greenways. Garth Nixon said the community board already puts aside \$10,000 a year for greenway improvements. The board considered that sealing the main greenways was a good idea, as people value and use these. There is money left over from last year which could be spent. Garth Nixon to come back to the next meeting with costings for sealing greenways so this can be discussed further. Garth Nixon to reply to Judith Holland.

3. Request for funding from Colin McKinney, Twizel Promotion and Development Association.

The community board considered an email from Colin McKinney at page 39 of the agenda. This is an application for funding from the TPDA for Christmas decorations and advertising of the Wine and Salmon Festival. Pat Shuker noted that the community board gave the TPDA \$500 for Christmas decorations last year. The chairman had reservations on providing \$500 a year and suggested \$300 this year. The community board agreed.

Resolved that the Twizel Community Board grants \$300 to the TPDA to put towards Christmas decorations.

John Bishop/Russell Armstrong

Regarding the request for \$1,000 towards Wine and Salmon Festival advertising, the community board would like to see a statement of financial position so they can consider it. The community board only has a grants budget of \$2,500. Grants are traditionally towards permanent items rather than advertising. The formal grant application form requires more information about the organisation, including financial information and how this benefits the community.

Resolved that the TPDA be asked to supply an official grant application for consideration at the next meeting of the community board.

John Bishop/Russell Armstrong

4. Request for funding from Liane Rush, Twizel Early Learning Centre.

The community board considered an email from Liane Rush at page 40 of the agenda. This request is for a grant towards room hire.

Resolved that the Twizel Community Board grants \$72.50 to the Twizel Early Learning Centre towards room hire, and they pay the other \$50.

John Bishop/Pat Shuker

5. Possible Town Projects.

Community facilities manager Garth Nixon requested a discussion on possible town projects for the coming year.

Garth Nixon asked the community board if they would like to provide a grassed parking area next to the events centre on an area where the tar seal is broken and can be ripped up. Long vehicle parks are needed in this area and it is being used more now than it has been.

Garth Nixon said that without a hard surface it would be undefined parking. The chairman suggested a kerb to mark the parking area. Do they need to go back to the community and consult? No. This is already a parking area and is just being improved. This work could be done by Christmas.

The location of the new garage for the vehicle trust and council cars was discussed and a possible conflict between vehicles and pedestrians.

Garth Nixon also raised the issue of the river walkway being slightly rutted. He asked the community board if they wanted to put work into this walkway. The chairman said this is a river walk and not intended to be at the level of sealed walkway.

A member of the public who was at the meeting also commented on a walkway that needs further work. The chairman said there are already plans to improve the path.

Garth Nixon said the Twizel Events Centre fridge has been discarded because it wasn't working and needs to be replaced. Angie Taylor has found a fridge for about \$1800 and he would like to fund this through the maintenance budget.

Resolved that the Twizel Community Board approves the purchase of a new fridge for the Twizel Events Centre kitchen at a cost of \$1800, funded from the maintenance budget.

John Bishop/Russell Armstrong

Garth Nixon also asked for a resolution to approve the trimming of trees at Northwest Arch at a cost of \$10,000. This area is an avenue of trees nearly 3km long.

Resolved that the Twizel Community Board instructs Garth Nixon to spend \$10,000 on limbing trees at Northwest Arch.

John Bishop/Russell Armstrong

The chief executive raised the issue of the parking study rejected at the last meeting because it was too expensive. He asked if the community board would like the engineers to address them directly or if the community board would like to request assistance from Council.

Cr Armstrong said a parking study would be more helpful when the Meridian building is up and running to get a feeling of how they are impacting on the car parking. The chairman doesn't mind Abley coming and talking but he does not want to commit money to a parking study until they know more. No action was requested.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5.58pm**

CHAIRMAN: _____

TWIZEL COMMUNITY BOARD MATTERS UNDER ACTION:

1. **Site of OldTwizel PublicToilets:** This has been back filled and grassed. Grass possibly resown.
2. **Twizel Water Supply Upgrade:** Council has resolved to cover the water reservoir to prevent algal growth.
3. **Future Direction for Twizel:** Workshop held with TPDA.
4. **Early Learning Centre Location:** The Early Learning Centre will consult with the community on the Glen Lyon Road location.
5. **Removal of Trees on Simons/Glenbrook Greenway:** Completed.
6. **Funding Increase Twizel Community Care Trust:** The Twizel Community Board recommended to Council to increase the grant to the Twizel Community Care Trust from \$10,000 per annum to \$15,000 per annum shared with the council, subject to a new Service Level Agreement being signed.
7. **Overgrown Trees, Market Place:** The community board has received a request from Jakes Hardware to trim these trees. Further pruning required.
8. **Ohau Road and Ostler Road:** Phil Rive suggested planting trees to improve this area. Ray Copeland has said he would like to be approached to donate trees. As long as there is a water supply and a good location for the trees they could be planted. Would need to check for underground services on the berms. Phil Rive will work with Suzy Ratahi and Garth Nixon to progress this further.
9. **Request for removal of trees – 33 Jollie Rd:** The community board resolved to give permission to Mark Scammell to dispose of eight silver birch trees behind his property' subject to Whitestone cutting down the trees.
10. **Rubbish Bin Disposal at Recycling Park:** A request was made by John Willis for residents to be able to empty their bins at the recycling park. Council considered this and no changes were made to the current system.
11. **Twizel Tekapo Vehicle Trust Garage –** Council resolved to go ahead with the new garage.
12. **Request for Funding from Colin McKinney, TPDA for \$1,000 towards Wine and Salmon Festival advertising –** The community board have requested an official grant application to be considered at the next meeting of the community board.

13. **Greenway Improvements** – Entrance to on Mackenzie Drive side of Pukaki Place improved with path extension. Looking at Mt Cook street Greenway to do something similar. Waiting on a quote for Tekapo Drive Greenway. Some costs coming up replacing half cost fencing on Greenway due to storm damage.
14. **New grassed parking area behind Events Centre** – This area has been inspected with Whitestone.
15. **Improvements to River Walkway** – Remedial work undertaken on River walk way
16. **Pruning of trees at Northwest Arch** – Work Commencing 16th November outer shelter belt only approximately \$ 10,000.

Twizel Projects

November 2015

	Description	Expenditure to date	Comments
Old Toilet Site	Back filled and grassed	\$ 3,806.00	
Carparking Mackenzie Drive	Inspected with Whitestone		
Northwest Arch Tree Felling	Work Commencing 16 th November outer shelter belt only approximately \$ 10,000		
Greenway paths	Entrance to on Mackenzie Drive side of Pukaki Place improved with path extension. Looking at Mt Cook street Greenway to do something similar Waiting on a quote for Tekapo Drive Greenway		
Greenway fencing	Some costs coming up replacing half cost fencing on Greenway due to storm damage		
Walkways	Remedial work undertaken on River walk way	\$1,995.00	Cutting down from Nuns Veil improved Infilling of ruts on River Walk

Projects Budget

September

October

Total Budget available \$ 70,000.00

Total funds available

Expenditure to date

Toilet Site \$ 812.00 \$ 2,994.00

Carparking Mackenzie Drive

North West Arch

\$ 812.00	\$ 2,994.00
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OTHER WORKS

Greenway Paths \$ 10,000.00

\$ 345.00

Greenway Fencing \$ 10,000.00

Walkways \$ 10,000.00

\$ 1,995.00

Total Budget \$ 100,000.00

\$ 1,157.00

\$ 4,989.00

Total expenditure

\$ 6,146.00

NOVEMBER 2015

TWIZEL COMMUNITY BOARD
PROPOSAL FOR PEDESTRIAN SIGNAGE AND LOCAL INFORMATION BOARD
TO BE ERRECTED IN TWIZEL MARKET PLACE

There is a lack of pedestrian signage in the Twizel Market Place. This causes confusion with visitors to the town necessitating visits to the Information Centre / Council and local retailers seeking directions to local facilities.

It is estimated that if effective signage was installed at least a third of people seeking directions would be able to assist themselves – making for a more pleasant experience. The absence of such signage places increased stresses and frustrations during peak holiday times when visitors are required to either queue for directions at the Information Centre or local businesses competing for attention with other visitors wishing to place bookings for accommodation, activities or making purchases.

Visitors arriving on public transport would also benefit from the signage, especially those stopping briefly while waiting to join a longer haul bus service to either Queenstown or Christchurch or a connection to a Mt Cook service.

It is also a source of confusion and frustration for people arriving into the town outside of regular opening hours.

PROPOSAL 1 – PEDESTRIAN SIGNAGE

Establish a pedestrian sign post at each of the entrances to Market Place giving directions for pedestrians.

Examples of the signage envisaged would include (but not limited to):

- Public Toilets
- Community Library
- Internet Café
- Information Centre
- Police Station
- Medical Centre
- Pharmacy

These are common place signs in many small towns and cities throughout New Zealand.

PROPOSAL 2 – INFORMATION BOARD

An additional enhancement service would be the provision of a centrally located Information Board in the Market Place.

The information contained on the board (which is envisaged to have a glass frontage providing protection for the information supplied) could include:

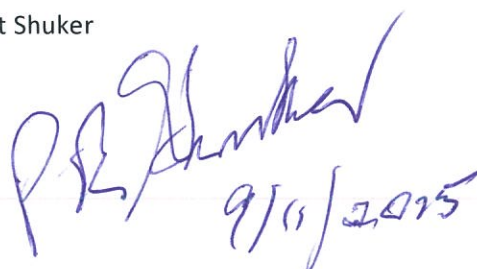
- Local Twizel Town Street Map
- Twizel Area Map
- Emergency Phone Numbers (e.g. Police, After Hours Medical, Council etc)
- Public Notices (pre approved by Council)
- Local Business Advertising (this could potentially assist in funding the and initial establishment and then ongoing maintenance costs of the Board)

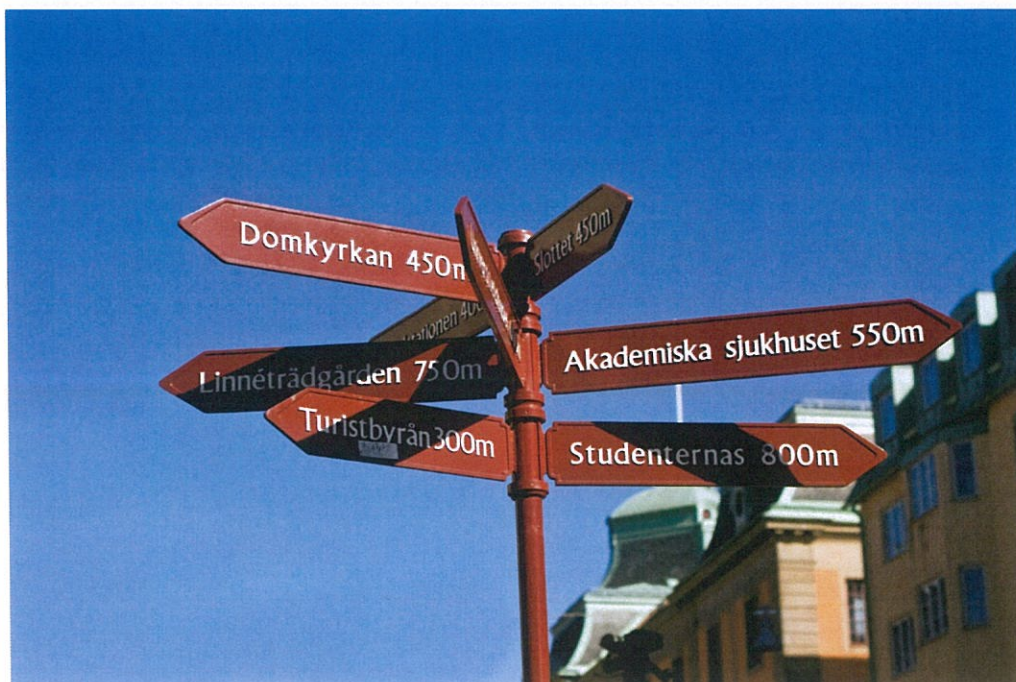
The most effective boards appear to be those with a triangular form allowing multiple people to view the information at any time.

RECOMMENDATION

That investigation be undertaken into the costs of establishing the signage as identified in both proposals.

Pat Shuker

A handwritten signature in blue ink, appearing to read 'Pat Shuker', with the date '9/11/2015' written below it.







www.shutterstock.com · 282082550



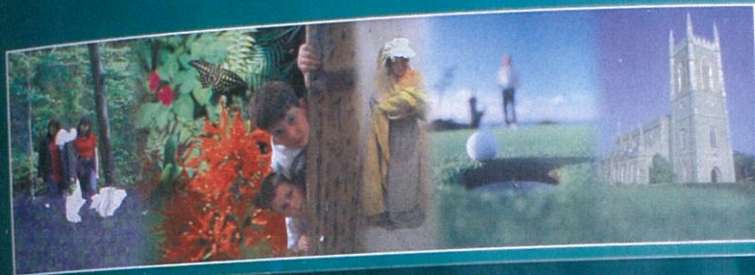
DOWNPATRICK Tourist Information Centre



The Saint Patrick Centre Market Street
Downpatrick County Down BT30 6LZ
Telephone 028 4461 2233 Fax 028 4461 2350
downpatrick.tic@downdc.gov.uk



Normal Opening Hours (September - June)		Summer Opening Hours (July - August)	
Monday - Saturday	9.30am - 5.00pm	Monday - Saturday	9.30am - 6.00pm
Sunday	CLOSED	Sunday	2.00pm - 6.00pm
Bank Holidays	9.30am - 5.00pm	Bank Holidays	9.30am - 6.00pm



Key		
1 Accommodation Guide	2 Church	3 Disabled Toilet
4 Bank	5 Hospital	6 Places of Interest
7 Cash Point	8 Payphone	9 Tourist Information
10 Car Parking	11 Public Toilet	

Places of Interest in Downpatrick

- 1 Down County Museum, The Mall, English Street: 028 4461 5218
- 2 Down Cathedral & Saint Patrick's Grave Downpatrick: 028 4461 4922
- 3 The Saint Patrick Centre Downpatrick: 028 4461 9000
- 4 Down Tourist Information Centre, Downpatrick: 028 4461 2233
- 5 Downpatrick & County Down Railway, Downpatrick: 028 4461 5779
- 6 Downpatrick & County Down Railway, Downpatrick: 028 4461 5779
- 7 Down Civic Arts Centre, Downpatrick: 028 4461 0747
- 8 Downpatrick Leisure Centre & Pool, Downpatrick: 028 4461 3426
- 9 Downpatrick Race Course, Downpatrick: 028 4461 2054
- 10 Mound of Down, Mount Crescent, Downpatrick: 028 9054 3034
- 11 Inch Abbey, Belfast Road, Downpatrick: 028 9054 3034

Places of Interest in Surrounding Area

- Dalmona Country Park, Killybegs: 028 4482 8333 BT30 9TZ
Tyrrells Blue Flag Beach, Tyrrells, Downpatrick: 028 4482 8333 BT30 8DF
Quail Pondage & Countryside Centre, Downpatrick: 028 4461 5520 BT30 7JB
Saul Church, Saul: 028 4461 3101 BT30 6PE
Castleward, Strangford: 028 4488 1204 BT30 7LS
Ardglass Marina, Ardglass: 028 4484 2332 BT30 7SA
Rowallane Garden, Saintfield: 028 9751 0131 BT24 7LH
Struwell Wells, Struwell Wells Road, Downpatrick: 028 9054 3034 BT30 6AL
Seaford Tropical Butterfly House & Garden, Seaford: 028 4481 1225 BT30 8PG
James Martin Memorial Stone, The Square, Crossgar: 028 4461 0800 BT30 9EE
Slieve Patrick, St. Patrick's Road, Saul: BT30 7YG
Ballymore Stone Circle, Killybegs: 028 9054 3034 BT30 8AR

Accommodation Guide

Downpatrick	Ardglass	Killybegs
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Taxi Firms

<ul style="list-style-type: none"> 1 B Cabs 2 B Cabs 3 B Cabs 4 B Cabs 5 B Cabs 6 B Cabs 7 B Cabs 8 B Cabs 9 B Cabs 10 B Cabs 11 B Cabs 12 B Cabs 13 B Cabs 14 B Cabs 15 B Cabs 16 B Cabs 17 B Cabs 18 B Cabs 19 B Cabs 20 B Cabs 	<ul style="list-style-type: none"> 1 N D Taxis 2 N D Taxis 3 N D Taxis 4 N D Taxis 5 N D Taxis 6 N D Taxis 7 N D Taxis 8 N D Taxis 9 N D Taxis 10 N D Taxis 11 N D Taxis 12 N D Taxis 13 N D Taxis 14 N D Taxis 15 N D Taxis 16 N D Taxis 17 N D Taxis 18 N D Taxis 19 N D Taxis 20 N D Taxis
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Strangford Lough Ferry Service
Tel: 028 4488 1637

MACKENZIE DISTRICT COUNCIL

REPORT TO: TWIZEL COMMUNITY BOARD
SUBJECT: MEETING SCHEDULE FOR 2016
MEETING DATE: NOVEMBER 16, 2015
REF: PAD 4
FROM: ARLENE GOSS, COMMITTEE CLERK

PURPOSE OF REPORT:

To advise the community board of the schedule of meetings for 2016.

STAFF RECOMMENDATIONS:

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

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

Schedule of Twizel Community Board Meeting Dates for 2016

Meetings will be held at the Twizel Events Centre Lounge, Twizel, starting at 4pm

Monday, January 25

Monday, March 7

Monday, April 18

Monday, May 30

Monday, July 11

Monday, August 22

Monday, September 26 (final meeting before the election)

Election Day will be on Saturday, October 8

Ceremony to swear in the new community board will be held on Tuesday, October 25

First meeting of the new Twizel Community Board will be on Monday, November 14