



FAIRLIE COMMUNITY BOARD

Membership:

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

*Notice is given of the Meeting of the Fairlie Community Board to
be held on Tuesday 7 June, 2016, at 5pm.*

VENUE: Council Chambers, Fairlie.

BUSINESS: As per agenda attached

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER



FAIRLIE COMMUNITY BOARD

Agenda for Tuesday June 7, 2016

WELCOME

APOLOGIES

DECLARATIONS OF INTEREST

MINUTES:

Confirm and adopt as the correct record the minutes of the meeting held on Monday, April 26, 2016. **3**

MATTERS UNDER ACTION AND PROJECTS BUDGET: 10 & 11

REPORTS:

- | | |
|--|-----------|
| 1. Financial Report to April 2016 (attached) | 12 |
| 2. Community Facilities Fees and Charges 2016/2017 (attached) | 21 |
| 3. Grants Request Form (attached) | 24 |
| 4. Ward member's report (verbal) | |
| 5. Reports from members who represent the board on other committees (verbal) | |

GENERAL BUSINESS:

- | | |
|--|-----------|
| 1. Garden Club Correspondence (attached) | 34 |
| 2. Eversley Reserve Request (attached) | 36 |
| 3. Letter from Graeme and Jane Hurst (attached) | 38 |
| 4. Community Hall Hire Request (attached) | 39 |
| 5. Dedicated Gardner (verbal report) | |
| 6. One Way Trial – Riddle Street (verbal report) | |
| 7. Mackenzie Motors Update (verbal report) | |
| 8. Market Day Position (verbal report) | |
| 9. Nixon Road Land Sale (verbal report) | |
| 10. Property Sale Fox View Road/Allandale Road (verbal Report) | |
| 11. Township Water Supply Meeting with Ecan update (verbal report) | |

MACKENZIE DISTRICT COUNCIL
MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD
HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY APRIL
26, 2016, AT 5PM

PRESENT:

Owen Hunter (Chairman)
Warren Barker
Les Blackstock
Trish Willis
Cr Noel Jackson

IN ATTENDANCE:

Paul Morris, Finance Manager
Garth Nixon, Community Facilities Manager
Suzy Ratahi, Roding Manager
Aaron Hakkaart, Policy Planner (District Plan Review)
Keri-Ann Little, Committee Clerk
1 member of the public

Public forum:

Alan Ward was invited by the Chairman to speak to the letter he submitted to Mayor Barlow, this letter is included in the agenda.

Mr Ward said his main concern is the condition of Regent Street, shingle burns on the footpath and road side, you cannot get parking for broken down cars, not registered or unwarranted cars. Visitors visit town, they do a u turn in front of his house and the dust is horrific, frequently with one wheel in the gravel when passing. Whitestone have fixed the pot holes and now there are new pot holes. There cannot be a business run from the road. Mechanics working underneath the vehicles on the road is dangerous. Campervans cannot get into Riddle Street as it is too narrow and so need alternative parking. He said he can go back 5 years when the Chairman and previous Community Board member Ashley Shore met with Mr Ward to discuss this issue and still nothing has been done.

The Chairman responded stating funding is an issue, Princess Street is almost completed and Regent Street is the next on the list, something will happen but we do not have a timetable or a budget. He said he agrees with Mr Ward's concerns on the mechanical side of the issue and the state of the road.

Miss Willis added the Roding Department have commissioned some options and the Community Board have actioned the Roding Team to undertake some investigation work and cost.

Mrs Ratahi stated, Council is looking at a few options, we need to get a parking by law in place, we are currently working on this however, she cannot guarantee this will be in place next summer, the bylaw is required to run through a procedure first and then open to consultation. In regards to Mechanics working on the road reserve, this is a

health and safety concern and should resolve itself, however parking may take 12 months.

Cr Jackson said the dust nuisance is also a problem from the side of the road.

Mrs Ratahi highlighted there are other projects District wide that need attention, the Transportation Strategy will prioritise projects moving forward. However, there are some complications with the Road Reserve on Regent Street with a stormwater pipe replacement planned.

The Chairman also raised the need for the Regent Street centreline to be moved over, Mrs Ratahi said she is awaiting line markers to be available to carry out the works.

Mrs Ratahi suggested moving forward the Board engage the Chief Executive Officer to approach the business, she will liaise with the Planning Department in regards to the unwarranted and unregistered vehicles, the streetscaping options are an agenda item at this meeting and options can be discussed further.

The Chairman reiterated asking The Chief Executive Officer to approach the business and report back to the Community Board, if there is no improvement before the end of the week then there will need to be further discussion and action required.

Mr Ward was thanked for his attendance, comments and letter. Mr Ward left the meeting at 5:25pm.

APOLOGIES:

Resolved that an apology be received from The Chief Executive Officer, Wayne Barnett.

Trish Willis/Cr Jackson

MINUTES:

Resolved that the minutes of the meeting of the Fairlie Community Board held on Monday, March 14, 2016, be confirmed and adopted as the correct record.

Warren Barker/ Les Blacklock

FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION AND PROJECTS REPORT:

- 1. Allandale Bridge Walkway:** NZTA have been approached with no feedback received to date. *Local SC division have this on the long term plan list.*
- 2. Green Sign and Power Pole in front of Old Library Building:** The Roading Manager is continuing to work with NZTA regarding the sign. *On the agenda.*

3. Town Projects:

Community Centre maintenance and improvements – to be updated.

- 4. Community Board Future Development and Town Projects Workshop:** Les Blacklock is away until early November so the workshop will be postponed until he is available after that date.

- 5. Community Board Asset Database:** Mr Nixon is currently working on the 30 year plan. *Domain gates need to be added. Members think of a list and compile.*

- 6. Abley Traffic Report on Regent Street:** The chairman is awaiting budgets on the three options. *On the agenda.*

- 7. Request from Fairlie 150 Years Committee for financial support:** Mr Nixon has followed this up and has not been able to get the information requested by the community board.

- 8. Allandale Road Entrance to Towns:** Trish Willis asked for this to be re-added to the list of Matters Under Action.

REPORTS:

FAIRLIE COMMUNITY BOARD FINANCIAL ACTIVITY REPORT TO FEBRUARY 2016:

The Community Facilities Manager explained the variances in the financial report.

The Chairman thanked Mr Nixon for the inclusion of the projects budget in the agenda.

Resolved that the report be received.

Cr Jackson/Warren Barker

DISTRICT PLAN REVIEW UPDATE:

Aaron Hakkaart, Policy Planner, District Plan Review, provided an update on the District Plan Review process.

Resolved that the report be received.

Cr Jackson/Warren Barker

The Mackenzie District Council has embarked on the review of its District Plan. The review is being managed by Craig Welsh a consultant with Resource and Environmental Management Limited. The Mackenzie District Plan was made operative in 2004, and the Resource Management Act 1991 (RMA) requires that the Council undertake a formal review of any provisions that are more than ten years old. Plan reviews are an involved process for Council's, and take a few years to complete.

Mr Hakkaart said this is a long winded process and invited Board members to contact him if they have any questions via email, phone or pop in to the Council office.

Mr Hakkaart left meeting at 5:40pm.

REGENT STREET IMPROVEMENTS:

This report from the Roading Manager, Suzy Ratahi was to advise Fairlie Community Board of the options presented by Abley Consultants for Regent Street and to provide advice for this project.

Following on from earlier discussion regarding the use of Regent Street foot pathing and Road Reserve for business use, the Community Board resolved the following resolution:

Resolved: that the Fairlie Community Board instruct the Chief Executive Officer to approach the business owner to cease business usage of the legal road reserve on Regent Street and removal of vehicles. If there is no action taken within 3 working days, investigate other options available to Council.

Chairman/ Les Blacklock

Mrs Ratahi added there are other options available for parking and tabled a town map highlighting available parking areas.

Mr Barker said a priority is more parking, but he highlighted it is too soon to make a decision.

When asked to state her favoured option, Mrs Ratahi replied option 2, increased parking while still keeping with the character of the town.

The Chairman asked for an update on the Riddle Street one way trial.

Mrs Ratahi said an update was printed in the accessible, bigger traffic volumes are required to gage correct usage.

Mr Blacklock disagreed, there is no real quiet time, at the last meeting or one before the Community Board asked for this trial to take place. He said the Community board need to get this up and running.

Mr Ratahi said she will arrange with Whitestone for the trial to take place now.

Resolved that the report be received.

Les Blacklock/ Warren Barker

Resolved: that the Fairlie Community Board delay the Regent Street Improvement project subject to identification and prioritization of the various improvements established within the Mackenzie District Transportation Strategy.

Les Blacklock/ Warren Barker

BUDGET PROCESS WORKSHOP:

Mr Morris, Finance Manager provided the Community Board with an update on the budget process in regards to rating, assisted by a powerpoint presentation.

Resolved that the report be received.

Cr Jackson/ Warren Barker

Council are monitoring other water sources, and may not be as bigger a cost as once thought said the Chairman.

Warren Barker asked for clarification in regards to the Mackenzie Rugby Club and Bowling Club rates being paid, do other districts do the same.

Mr Morris said he does not believe they do but does not have that information. The Bowling club approached Council last week. He said clubs are rated on a liquor licence, the Act changed in 2002 and Council was required to add a rates remissions policy.

Mr Morris suggested the Bowling club apply to the Community Board for a grant to cover their rates this year.

Cr Jackson raised concerns whether other clubs will come back to Council and state they have been paying rates all these year's while others haven't.

Mr Morris said no they won't, there rates have been legally levied.

Mr Blacklock voiced his concerns on the Rugby Club's financial position and whether they have the ability to pay the rates required.

Cr Jackson said times have changed, the District is moving forward and Council has to keep up with rules and regulations.

Mr Morris left the meeting at 6:56pm.

WARD MEMBERS REPORT:

Cr Jackson had nothing new to report.

REPORT FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

There were no reports from members who represent the board on other committees. The Chairman added he has erected the “no dogs and no motorbike” sign on the fence outside the Domain.

GENERAL BUSINESS:

STATE HIGHWAY 79 ENTRANCE:

Mr Nixon provided the following update points of the works around the township:

- Planting outside Stan Taylors has been sprayed and plants are up.
- Wild flower planting has been mowed off and he has had a conversation with Whitestone in regards to mowing and edging not being completed to a satisfactory level.

Miss Willis tabled a letter from Isobel Habraken, Fairlie Garden Club in response to a request regarding plantings in gardens around the township. Mrs Habraken suggested she and Miss Willis meet for a “coffee” talk to merely discuss suitable flowers to be planted in flower beds around the township. The Community Board was agreed Miss Willis will liaise with the Fairlie Garden Club to receive their input.

The Chairman said the Community Board are becoming frustrated with the lack of progress and quality of work.

Miss Willis enquired if the Board could pay someone to do this work, so it is completed on time and properly. She said the Community Board are getting complaints from the public.

Miss Willis left the meeting at 7:07pm.

The Chairman asked Mr Nixon to speak with Whitestone and express their concerns about the quality of work being completed and the timeframes being breached, suggesting a list be drawn up with ongoing instructions asking Whitestone if these can be completed.

LETTER FROM RSA:

The Chairman tabled a letter from the Mackenzie Returned Services Association Incorporated (RSA) addressed to the Fairlie Community Board.

Mr Nixon reported Council have approved a \$2,500 grant to contribute towards this project.

The Community Board indicated they have no desire to pursue this matter further.

NORTH STREET SIGN:

Mr Barker said he is requesting a Road name change of North Street in Eversley Reserve to “Lower North Street” to avoid confusion to visitors. Mr Barker will liaise with Mrs Ratahi in regards to his request.

**THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON
DECLARED THE MEETING CLOSED AT 7:17PM**

CHAIRMAN: _____

DATE: _____

FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION

- 1. Allandale Bridge Walkway:** Local South Canterbury division have this on their long term plan list.
- 2. Green Sign and Power Pole in front of Old Library Building:** The Roding Manager is progressing the works.
- 3. Town Projects:**
Community Centre maintenance and improvements – to be updated.
- 4. Community Board Future Development and Town Projects Workshop:** Les Blacklock is away until early November so the workshop will be postponed until he is available after that date.
- 5. Community Board Asset Database:** The Board asked Mr Nixon to add Domain Gates to the database and he asked board members to compile a list of projects.
- 6. Abley Traffic Report on Regent Street:** The board resolved to place Regent Street improvements on hold until the Transportation Strategy is published.
- 7. Request from Fairlie 150 Years Committee for financial support:** Mr Nixon has followed this up and has not been able to get the information requested by the community board.
- 8. Allandale Road Entrance to Towns:** Trish Willis asked for this to be re-added to the list of Matters Under Action.

Total Budget available
2014/15 Carry over to Reserve
Total funds available

Entrance Plantings
New Entrance Signs
Fencing contribution
Traffic Management Plan
Planting wild flowers on Entrance Berm
Grant fro Photo Display
Replacement lights
(Recharge to Land Subdivision)

Planting in front of Dobsons	\$	2,500.00
3 Shelters on Village Green	\$	12,000.00
Replanting Opposite 4 square	\$	2,000.00
Other entrance plantings	\$	3,000.00
Community Centre sign		

Total allocated or Committed	\$ 49,288.00
Balance	\$ 12,312.00

MACKENZIE DISTRICT COUNCIL

REPORT TO: FAIRLIE COMMUNITY BOARD
SUBJECT: FINANCIAL REPORT – MARCH 2016
MEETING DATE: TUESDAY 7 JUNE 2016
REF: FIN 1/2/3
FROM: MANAGER – FINANCE AND ADMINISTRATION
ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

Attached is the financial report for the community board for the period to March, 2016, the purpose of which is to update board members on the financial performance of the Fairlie Community as a whole for that period.

Commentary will be provided for any significant variances.

STAFF RECOMMENDATIONS:

1. That the report be received.

PAUL MORRIS
MANAGER – FINANCE & ADMINISTRATION

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD REPORT
Activity Statement
For the period ended April 2016

	LYTD Actual 2015	YTD Actual April 2016	YTD Budget April 2016	Variance		Full Year Budget 30/06/2016
Council - General Fairlie						
Income						
Targeted Rates	6,370	6,250	6,250	-	✓	7,500
Total Income	6,370	6,250	6,250	-	✓	7,500
Expenses						
Members Expenses	6,288	7,546	6,250	(1,296)	✗	7,500
Total Expenses	6,288	7,546	6,250	(1,296)	✗	7,500
Total Council - General Fairlie	82	(1,296)	-	(1,296)	✗	-

MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD REPORT
Activity Statement
For the period ended April 2016

	LYTD Actual 2015	YTD Actual April 2016	YTD Budget April 2016	Variance		Full Year Budget 30/06/2016
Fairlie Domain						
Income						
Targeted Rates	(210)	1,240	1,240	-	✓	1,488
Other Income	(3,950)	28,021	11,668	16,353	✓	14,000
Total Income	(4,160)	29,261	12,908	16,353	✓	15,488
Expenses						
Administration Expenses	1,833	3,465	3,520	55	✓	4,224
Operational and Maintenance	6,026	20,689	9,388	(11,301)	✗	11,264
Depreciation	5,210	10,660	10,660	-	✓	12,792
Total Expenses	13,069	34,814	23,568	(11,246)	✗	28,280
Total Fairlie Domain	(17,229)	(5,553)	(10,660)	5,107	✓	(12,792)

MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD REPORT
Activity Statement
For the period ended April 2016

	LYTD Actual 2015	YTD Actual April 2016	YTD Budget April 2016	Variance	Full Year Budget 30/06/2016
Fairlie Investment Income					
Income					
Targeted Rates	1,330	1,333	1,334	(1) ✗	1,600
Internal Income	(1,330)	(1,330)	(1,334)	4 ✓	(1,600)
Total Income	-	3	-	(1) ✗	-
Total Fairlie Investment Income	-	3	-	(1) ✗	-

MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD REPORT
Activity Statement
For the period ended April 2016

	LYTD Actual 2015	YTD Actual April 2016	YTD Budget April 2016	Variance		Full Year Budget 30/06/2016
Fairlie Township						
Income						
Targeted Rates	146,120	133,342	133,514	(172)	✗	160,218
Other Income	-	-	584	(584)	✗	700
Internal Interest Income	392	-	214	(214)	✗	256
Total Income	146,512	133,342	134,312	(970)	✗	161,174
Expenses						
Administration Expenses	2,136	11,088	14,562	3,474	✓	17,474
Operational and Maintenance	87,191	123,525	117,000	(6,525)	✗	143,700
Depreciation	7,010	5,210	5,201	(9)	✗	6,243
Total Expenses	96,336	139,823	136,763	(3,060)	✗	167,417
Total Fairlie Township	50,175	(6,482)	(2,451)	(4,031)	✗	(6,243)

MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD REPORT
Activity Statement
For the period ended April 2016

	LYTD Actual 2015	YTD Actual April 2016	YTD Budget April 2016	Variance		Full Year Budget 30/06/2016
Mackenzie Community Centre						
Income						
Targeted Rates	22,120	40,454	40,455	(1)	✗	48,545
Other Income	11,616	8,544	13,750	(5,206)	✗	16,500
Internal Interest Income	488	429	346	83	✓	416
Total Income	34,224	49,427	54,551	(5,124)	✗	65,461
Expenses						
Employment Expenses	927	3,731	5,874	2,143	✓	7,048
Administration Expenses	7,340	7,505	5,961	(1,544)	✗	7,153
Operational and Maintenance	50,808	30,211	27,166	(3,045)	✗	32,602
Depreciation	24,010	31,110	31,094	(16)	✗	37,316
Total Expenses	83,085	72,557	70,095	(2,462)	✗	84,119
Total Mackenzie Community Centre	(48,862)	(23,129)	(15,544)	(7,585)	✗	(18,658)

MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD REPORT
Activity Statement
For the period ended April 2016

	LYTD Actual 2015	YTD Actual April 2016	YTD Budget April 2016	Variance		Full Year Budget 30/06/2016
Strathconan Park						
Income						
Targeted Rates	5,330	5,333	5,334	(1)	✗	6,400
Total Income	5,330	5,333	5,334	(1)	✗	6,400
Expenses						
Administration Expenses	5,887	2,878	4,500	1,622	✓	5,400
Operational and Maintenance	698	1,318	834	(484)	✗	1,000
Total Expenses	6,585	4,196	5,334	1,138	✓	6,400
Total Strathconan Park	(1,255)	1,138	-	1,138	✓	-

MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD REPORT
Activity Statement
For the period ended April 2016

	LYTD Actual 2015	YTD Actual April 2016	YTD Budget April 2016	Variance		Full Year Budget 30/06/2016
Strathconan Swimming Pool						
Income						
Targeted Rates	36,270	46,321	46,321	(0)	×	55,585
Other Income	27,981	11,241	18,900	(7,659)	×	25,500
Total Income	64,251	57,562	65,221	(7,659)	×	81,085
Expenses						
Employment Expenses	44,466	34,279	30,934	(3,345)	×	47,434
Administration Expenses	5,193	4,087	5,284	1,197	✓	5,700
Operational and Maintenance	19,058	25,398	14,300	(11,098)	×	23,420
Internal interest Expense	693	545	451	(94)	×	541
Depreciation	8,660	7,250	7,247	(3)	×	8,697
Total Expenses	78,070	71,559	58,216	(13,343)	×	85,792
Total Strathconan Swimming Pool	(13,819)	(13,997)	7,005	(21,002)	×	(4,707)

**MACKENZIE DISTRICT COUNCIL
COMMUNITY BOARD
Detailed Expenses Report
For the period ended April 2016**

	LYTD April 2015	YTD Actual April 2016	YTD Budget April 2016	Variance	Full Year Budget 30/06/16
Fairlie Township					
Administration Expenses					
0524455. Advertising	278	672	208	(464) ✗	250
0524485. Donations & Grants	-	4,584	12,500	7,916 ✓	15,000
0524615. Rates	1,857	5,832	1,854	(3,978) ✗	2,224
Total Administration Expenses	2,136	11,088	14,562	3,474 ✓	17,474
Operational and Maintenance					
0525001. Materials Purchased	-	31	166	135 ✓	200
0525020. Gardening	20,503	21,826	19,166	(2,660) ✗	23,000
0525021. Contractors	2,147	2,083	2,084	1 ✓	2,500
05250221. Irrigation equip - maintenance	570	633	416	(217) ✗	500
0525025. Lawn Mowing	29,362	29,536	24,750	(4,786) ✗	33,000
0525026. Repairs & Maintenance Planned	-	10,112	8,334	(1,778) ✗	10,000
0525027. Repairs & Maint Unplanned	2,725	1,529	8,334	6,805 ✓	10,000
0525029. Tree Maintenance	3,313	7,571	3,334	(4,237) ✗	4,000
0525035. Playground Maintenance	1,801	1,333	1,666	333 ✓	2,000
0525042. Litter Bin Collection	12,693	13,149	13,750	601 ✓	16,500
0525209. Gillingham Street Verges	-	470	-	(470) ✗	-
0525210. Fairlie Walkway	957	693	8,334	7,641 ✓	10,000
0525213. Tree Surgery	-	-	1,666	1,666 ✓	2,000
0525603. Fairlie Township Projects	13,119	34,560	25,000	(9,560) ✗	30,000
Total Operational and Maintenance	87,191	123,525	117,000	(6,525) ✗	143,700

MACKENZIE DISTRICT COUNCIL

REPORT TO: FAIRLIE COMMUNITY BOARD
SUBJECT: COMMUNITY FACILITIES FEES AND CHARGES
MEETING DATE: 20 JUNE 2016
REF: WAS 3/3
FROM: MANAGER – COMMUNITY FACILITIES

PURPOSE OF REPORT:

To review fees and charges for Fairlie Community Facilities

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the Fairlie Community Board adopt the revised Fees and Charges as proposed

GARTH NIXON
MANAGER – COMMUNITY FACILITIES

BACKGROUND:

Each year the Community Board revises its fees and charges ideally to stay up to date with inflation. This year proposed increases are based on a 2 % increase and the number rounded to avoid small change; with such small amounts these adjustments impact on the percentage increase.

Strathconan Pool	2015/16	Proposed 2015-17
Adult Session	\$3.80	\$4.00
Child Session	\$2.70	\$3.00
Preschool Session	\$1.00	\$1.00
Adult Concession Ticket	\$38.00	\$40.00
Child Concession Ticket	\$27.00	\$30.00
Adult Season Pass	\$147.00	\$150.00
Child Season Pass	\$97.00	\$100.00
Family Pass	\$195.00	\$200.00
School Use	\$15.30	\$15.60
Private use per hour, structured session including one lifeguard	\$62.00	65.00
Private use per hour, play session including two lifeguards	\$92.00	\$97.50

Mackenzie Community Centre		
	2015-16	Proposed 2015-17
Stadium:		
Local user (and any nonprofit organization)	\$20.00	\$20.50
Set up charge (per hour)	\$7.50	\$7.50
Regular user	\$16.00	\$16.50
Stadium heating (per unit)	\$20.00	\$20.50
Commercial function, hourly rate plus heating	\$50.00	\$51.00
Commercial set up fee (per hour)	\$13.00	\$13.00
Hall hire bond	\$65.00	\$200.00
Theatre: (seats 180 people)		
Local users (and any nonprofit organisation)	\$16.50	\$17.00
Set up cost per hour	\$7.20	\$7.50
Regular user	\$13.80	\$14.00
Commercial function	\$37.00	\$40.00
Theatre heating (per unit)	\$20.00	\$20.50
Kitchen:		
Kitchen	\$16.00	\$16.50
Morning, afternoon teas, suppers etc where only zip and fridge is used	\$8.00	\$10.00

Meeting Rooms:		
Upstairs Meeting Room	\$9.00	\$9.00
Hire Lounge (includes tea making facilities and power consumption)	\$13.50	\$14.0
Lounge Hire – Regular user	\$10.50	\$11.00
Misc Hire Items:		
Crockery available without charge (not to be removed from the Comm Centre)		
Furniture		
Hire of chairs	\$1.50	\$1.50
Hire of forms	\$2.50	\$2.50
Hire of tables	\$12.00	\$12.50
Furniture bond per 10 items	\$50.00	\$50.00
Hire of piano (per performance)	\$26.50	\$26.50
Note: If furniture is required in the complex, it is not available for hire)		
Note: Regular User = user with 20 or more pre bookings		
Commercial business rates (ie rates for people getting profit from hiring the hall).		

CONCLUSION:

The adjustment is only small based around 2% but rounding increases the percentage. It is important to stay on top of these rates as when large changes occur it always proves difficult with the Community. The Community Board should adopt these rates as proposed

MACKENZIE DISTRICT COUNCIL

REPORT TO: FAIRLIE COMMUNITY BOARD

SUBJECT: GRANT REQUEST FORM

MEETING DATE: 7 JUNE 2016

REF: FIN 9/6

FROM: GARTH NIXON COMMUNITY FACILITIES MANAGER

PURPOSE OF REPORT:

To consider an alternative grant request form.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the Fairlie Community Board recommend to Council a review of the Grant application form and criteria

GARTH NIXON
COMMUNITY FACILITIES MANAGER

ATTACHMENTS:

Proposed Grant Form
Current application form, Grant Criteria and Policy

BACKGROUND:

Community Board member has proposed an alternative form for consideration of requests for grants

POLICY STATUS:

Council has an existing Grants Policy which includes Grant criteria and application form

The Policy makes reference to the Councils Strategic Plan which was relevant 16 years ago. It is appropriate that policies are reviewed from time to time

SIGNIFICANCE OF DECISION:

Not considered to be significant.

ISSUES & OPTIONS:

Options include sticking with the status quo or assisting council to develop a new policy

CONSIDERATIONS:

The policy, while quite simple is difficult interpret to one way or another or provide for a clear decision.

The application form is limited and requests often have to rely on supporting documentation.

ASSESSMENT OF OPTIONS:

It is appropriate for the Community board to make recommendations to Council but not to make policy

The Policy is in need of review to fit in with current Council plans and Community outcomes

CONCLUSION:

The Community Board should recommend to Council the Grants Policy, Criteria and application forms be reviewed.



Community Project Proposal and Funding Application to the The Fairlie Community Board

Project Title	
Project Objective	
Group/Organisation Proposing	
Application Date	
Project Contact Details (Website, Email, mobile, landline)	
Brief bullets of what the funding is needed for	<p style="color: red;">e.g. event, assets, resources, new project type etc</p> <ul style="list-style-type: none"> ● ● ● ●
Is the funding required for a	One Off or Long Term Impact project (Please circle one)
Project benefits to the Mackenzie District	<ul style="list-style-type: none"> ● ●
Project benefits to the Fairlie Community	<ul style="list-style-type: none"> ● ● ●
Please describe linkages and/or collaboration with other organisations/Boards or projects	<ul style="list-style-type: none"> ● ●

Community Project Proposal and Funding Application to the The Fairlie Community Board

<p>Proposed Project Implementation Schedule (estimated if fine)</p>	<ul style="list-style-type: none"> • • • • •
<p>Estimate of Costs Itemised</p>	<p>People:</p> <p>Resources/Technology:</p> <p>Contractors:</p> <p>Other:</p>
<p>Other funding sources sought for proposed project</p> <p>Applicant's last financial year's Audited Accounts included – digital or hard copies)</p>	<ul style="list-style-type: none"> • • •
<p>Proposed Funding Cost One-off</p> <p>OR planned for:</p> <p style="text-align: center;">Year 1</p> <p style="text-align: center;">Year 2</p> <p style="text-align: center;">Year 3</p> <p style="text-align: center;">Year 4</p>	

PLEASE ATTACH IMAGES IF RELEVANT

Project Applicant Signature _____

Delegation/Position held _____

Name _____

Position Held _____

Organisation _____

Date _____

MACKENZIE DISTRICT COUNCIL

GRANTS

RATIONALE

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

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

GUIDELINES:

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

(See Grant Evaluation Criteria)



MACKENZIE DISTRICT COUNCIL GRANT EVALUATION CRITERIA

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



APPLICATION FOR GRANT

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

2. **Address:**

Telephone: _____

Fax: _____

Email: _____

3. **Contact Person:** _____

Position: _____

Phone: Business: _____

Phone: Home: _____

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

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

Yes/No

6. **Name of principal officers:**

Chairperson/President: _____

Secretary: _____

Treasurer: _____

7. State your organisation's purpose and objectives:_____

8. How long has your organisation existed?

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

Please specify:_____

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

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

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

Members:_____ Others:_____

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

Yes/No

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

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

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

DECLARATION

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

Name: _____

Position: _____

Signature: _____

Date: _____

On 4/05/2016 2:49 PM, Isobel Habraken wrote:

Trish...further to our meeting this morning at 9.30am. 4 of us went walking afterwards and maybe what was discussed then, will be of some assistance.

1. Tree Stump – we did not think it was worth money getting somebody with a grinder to remove it. In fact, with the framing around the plaque beside it, being old wooden, gave it a meant to be look.
2. Tree Surrounds – we decided that wooden surrounds at the bottom of the trees, could in fact, congest what is already a “busy” place; with info board; photos; tables/seats. However we did think that a pick or spade to take soil from around the edges of the tiles and then maybe some shingle, would be more beneficial – those trees are going to grow whatever!
3. Gaps in the centre (opp Vet) could be filled with low growing rhodies and if necessary for colour, something along edge. They too are in diar need of water/feeding.
4. Where rubbish bins/letter box is... we “found” among the leaves, an edging!! However the ericas are very much dead and could be replaced with several carpet roses, which need very little maintenance etc and proof that they grow well is seen on the Bay hill in Timaru and many other places where traffic is significant.
5. Toilet area – the plantings there are in desperate need of water and nourishment....and gaps filled with similar plantings
6. Council/Community Lounge area – rhodies with some underplanting on edge in the south plot near doorway. In right hand plot on other side of doorway, where already there are some cottage type things, 3-4 heritage roses and lavender perhaps. Some carpet roses under the blossom trees on the right, walking to the door.

We all agreed that it needs to be kept simple; low maintenance, but that would provide colour. Also, the 2 beds, where there are presently marigolds planted, should be retained for colour related things.

Jeanette Robertson was intending to make contact with Geraldine Nursery asap. and get back to you.

I hope our meeting, where we suggested that money would be well spent on seeking somebody who has layout ability/knowledge; (on growing conditions, water retrictions etc) discussing with those who have previously been involved with the gardens around the town;
paying somebody to oversee the work/maintenance of the gardens;

maybe discussion with Bill Stean at Timaru Gardens or where they purchase their plants from in Ashburton etc. was of some help.

As I advised the Garden Club at the invitation of the Museum Soc. has undertaken to provide plantings for Mabel Binney cottage from 1st October to 1st January, to ensure there is adequate colour around this area. We are intending to draw up a roster system for watering during that time, but are not prepared to undertake the maintenance and planting on a permanent basis.

The point you made that schools have a caretaker/gardener, but not the town!!! A poignant point I would think, that certainly needs to be addressed with the Council. I wish you luck....

Kindest, Isobel Habraken, Convenor, Fairlie Garden Club.

18th April 2016

Mackenzie District Council
Main St
Fairlie 7925

To whom it may concern,

We the undersigned being ratepayers in the Eversley Reserve Fairlie, hereby request the Mackenzie District Council to urgently consider the following requests:

1. To supply The Reserve with sufficient water pressure to provide adequate fire fighting facilities in accordance with the council urban fire plan.
2. To tar seal the metal roadways in The Reserve to alleviate the chronic dust problems and for the safety of road users.

NAME	SIGNATURE
Colum White	Col White
ERNEST MICHAEL GLOVER	Ernest Glover
Ailani + TERESA HAND	Ailani Hand
Mark & Sheila Woolley	M Woolley
Andrew Gould	A Gould
PETER & BRIDGET MCKENZIE	P & B McKenzie
John Charles Benson	J C Benson
Lance Holdem	L Holdem
Michelle Clemens	M. A. Clemens
Paula Eunice Taylor	P Taylor
Lyn Dabson	L Dabson
SIM J. RIVINE	S Rivine
Daphne & Robin Calder	D & R Calder

NAME	SIGNATURE
Elizabeth Brien	E. Brien
Ala Edmonson	Ala Edmonson
MARY BARKER	Mary Barker
P. Hand	Paul Hand.
Ariana Wilkinson	Wilkinson
NICK & CASSIE	Nick & Cassie
Kelly Cassie	Kelly Cassie
STEPHEN BRIEN	Stephen Brien
MICHAEL JONNELLY	Michael Jonnelly
Chris & Rachael Pudney	Chris & Rachael Pudney
Dave + Angel	D. Walte

Graeme & Jane Hurst
4 High Street
Albury 7984
R.D. 14 Cave. Ph 03 6855738

5-5-16

To whom it may Concern.

we would like to apply to Sell wooden Toys
Greeting Cards and other handmade Crafts on the Green
between the fire Station and the museum or on the Grassed
area between the main road and the retail outlets
we will want to Sell about twice a month.

In addition to our original letter dated 29-2-16
that was given to the mckenzie Council we would also
like to add Twizel Township to our Application to Sell our
wooden toys etc.

we look forward to your reply
many thanks

Kind Regards

Graeme & Jane Hurst

From: Linda Gallagher [<mailto:oakwood1@live.com>]

Sent: Wednesday, 25 May 2016 10:23 a.m.

To: Nic Guerin <nic@mackenzie.govt.nz>

Subject: Fairlie Bridge Club

To : Fairlie Community Board

The Fairlie Bridge Club has had declining numbers over the past few years, particularly this year where we are at an all time low. To play bridge we require a minimum of 12 players. Due to low numbers we are now playing very irregularly.

Taking into consideration the number of years we were regular users and the fact that the majority of our members are pensioners, we would like the board to consider still charging us at the regular user rate.

Many thanks and hope you look favourably at our request.

Yours sincerely,

Linda Gallagher (secretary)

E-mail [oakwood1@live .com](mailto:oakwood1@live.com)

Address 698 Monument Rd RD 17 Fairlie 7987