



*464TH MEETING OF THE
MACKENZIE DISTRICT COUNCIL*

TO THE MAYOR AND COUNCILLORS OF THE MACKENZIE DISTRICT COUNCIL

Membership of the Council:

Claire Barlow (Mayor)
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 13 September, 2016, 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 13 September, 2016, at 9.30am

1. OPENING AND APOLOGIES

2. VISITORS:

10:15am –A ceremony will be held to welcome three new citizens in the Mackenzie District. This will be followed by morning tea at 10am.

11:00am – Anna Guinan, Creative Director 100% Real Campaign

11:30am - Derek Kirke and Rick Ramsay, Pukaki Airport Board

3. DECLARATIONS OF INTEREST

4. BEREAVEMENTS

5. MAYORS REPORT:

4

6. REPORTS:

1. Chief Executive's Officer General Activities Report	6
2. Continuity of Certain Committees Following The Election	8
3. Zermatt Holdings	11
4. Alps2Ocean Joint Committee	16
5. 100 % Real Concept Mackenzie Proposal	24
6. Community Facilities Strategy	35

7. PUBLIC EXCLUDED REPORTS:

1. Contract 1229 Fairlie Water Supply 2016/2017 Renewals	112
2. Sale and Purchase Agreement	116
3. Sale and Purchase Agreement	150
4. Pukaki Airport Board	200
5. Pukaki Airport Board Chairman's Report	214

8. COMMUNITY BOARD RECOMMENDATIONS:

1. Community Board Recommendations Report	45
2. Public Excluded Minutes of the Twizel Community Board 22 August 2016	49
3. Public Excluded Minutes of the Fairlie Community Board 29 August 2016	55
4. Minutes of the Tekapo Community Board 22 August 2016	61

9. RECEIVE COMMITTEE MINUTES:

Resolve that Council receive the minutes of the following committees:

1. Public Excluded Finance Committee Minutes 30 August 2016	67
2. Mackenzie Forestry Board Minutes 30 August 2016	75
3. Pukaki Airport Board Minutes 17 August 2016	78
4. Public Excluded Tekapo Property Group Minutes 16 August 2016	81
5. Asset and Services Committee Minutes 30 August 2016	88

10. CONFIRM COUNCIL MINUTES:

Resolve: that Council confirms and adopts the minutes of the Mackenzie District Council meeting held on 2 August 2016 as the correct record of the meeting, including those parts taken in public excluded.

92

11. ADJOURNMENTS:

10.30am Morning Tea
12.00pm Lunch
3.00pm Afternoon Tea

12. PUBLIC EXCLUDED RESOLUTION:

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

1. Contract 1229 Fairlie Water Supply 2016/2017 Renewals
2. Sale and Purchase Agreement
3. Sale and Purchase Agreement
4. Pukaki Airport Board
5. Pukaki Airport Board Chairman's Report

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 1229 Fairlie Water Supply 2016/2017 Renewals	Commercial Sensitivity	48(1)(a)(i)
Sale and Purchase Agreement	Commercial Sensitivity	48(1)(a)(i)
Sale and Purchase Agreement	Commercial Sensitivity	48(1)(a)(i)
Pukaki Airport Board	Commercial Sensitivity	48(1)(a)(i)
Pukaki Airport Board	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Minutes Fairlie Community Board 29 August 2016	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Minutes Twizel Community Board 22 August 2016	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Tekapo Property Group Minutes 16 August 2016	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Finance Committee Minutes 30 August 2016	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Council Minutes 2 August 2016	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: *Public Excluded minutes of the Twizel Community Board, Fairlie Community Board, Tekapo Property Group, Finance Committee and Council meeting, sale and purchase agreements, Pukaki Airport Board and Fairlie Water Supply Renewal Contract 7(2)(i).*

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL
SUBJECT: MAYORAL GENERAL ACTIVITIES REPORT
MEETING DATE: 13 SEPTEMBER 2016
REF: PAD 2/3
FROM: MAYOR

ACTIVITIES:

3 August 2016 – Spoke on Port FM radio show.

8 August 2016 – Had telephone discussion with MBIE Tourism Policy team representatives. Attended bylaws submission hearing.

11 August 2016 – Attended EDS Conference in Auckland and was a guest speaker.

19 August 2016 – Attended Luncheon and Dinner event on the HMNZS Endeavour and then HMNZS Te Mana naval ships in Timaru. Attended Mini Mayoral Forum in the afternoon at Timaru District Council.

22 August 2016 – Attended the Westpac Bank public meeting in Fairlie and then met with MP Jacqui Dean.

23 August 2016 – Was interviewed about the proposed Westpac Bank closure by Newstalk ZB, Radio New Zealand, Duncan Garner and then Larry Williams.

25 August 2016 – Was interviewed by Television New Zealand for Breakfast programme. Attended Strategic Direction workshop.

26 August 2016 – Was interviewed by Paul Henry, Newshub TV3 in Timaru. Attended protest in Fairlie about Westpac bank proposed closure. Attended South Canterbury Business Awards in Timaru in evening.

29 August 2016 – Attended District Licencing Committee training day at Timaru District Council.

30 August 2016 – Attended Committee meetings.

31 August 2016 – Spoke on Port FM radio show for the last time. Met with candidate for Opuha Ward.

1 September 2016 – Attended District Plan Review workshop.

2 September 2016 – Attended Alps 2 Ocean session in Twizel in afternoon.

7 September 2016 – Attended Mackenzie Country Trust meeting in Twizel.

RECOMMENDATION:

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: 13 SEPTEMBER 2016

REF: PAD 2/3

FROM: CHIEF EXECUTIVE OFFICER

CORPORATE WORK ITEMS:

2 August 2016 – Met with Phil McKay, NZ Fire Service.

3 August 2016 – Conducted monthly staff meetings. Met with PSA to negotiate staff collective employment contract.

4 August 2016 – Met with KPMG representative.

5 August 2016 – Met with Colliers Real Estate regarding regional hotel development.

8 August 2016 – Attended bylaws submission hearing and also attended pre-mediation meeting with Fairway Resolutions.

9 August 2016 – Attended mediation meeting with local resident and Fairway Resolutions.

12 August 2016 – Met with Council's solicitors (Anthony Harper).

16 August 2016 – Attended Tekapo Property Group Meeting. Met with Earth and Sky representative.

17 August 2016 – Met with New Zealand Defence Force at Balmoral Army Camp. Met with Ecan regarding Albury Water Supply.

22 August 2016 – Attended Twizel and Tekapo Community Board meetings.

23 August 2016 – Met with Roding Manager applicant.

24 August 2016 – Met with potential Council candidate.

25 August 2016 – Attended Strategic Direction workshop.

29 August 2016 – Attended Canterbury Chief Executive Forum. Met with Development Company representative.

30 August 2016 – Attended Committee meetings.

1 September 2016 – Conducted staff meeting in Fairlie. Attended District Plan Review workshop. Supported Deputy Mayor in presentation of submission to Select Committee in Christchurch.

2 September 2016 – Met with Earth and Sky.

5-9 September 2016 – Attended New Zealand Institute of Directors training in Queenstown.

RECOMMENDATION:

1. That the report be received.

WAYNE BARNETT
CHIEF EXECUTIVE

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: CONTINUITY OF CERTAIN COMMITTEES FOLLOWING ELECTION

MEETING DATE: 13 SEPTEMBER 2016

REF: PAD 7/1/19, PAD 7/1/20, WAS 18/4

FROM: TONI MORRISON
PROJECTS & ADMINISTRATION MANAGER

PURPOSE OF REPORT:

To seek that the Council approve recommendations that the Canterbury Waste Joint Committee, the Upper Waitaki Zone Committee, and the Orari-Temuka-Opihi-Pareora Zone Committee are not discharged following the election, to enable each committee to continue to operate under its current terms of reference.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the Council resolve, as provided for by Clause 30(7) of Schedule 7 of the Local Government Act 2002, that the Upper Waitaki Zone Committee shall not be deemed to be discharged on the coming into office of the members of the local authority elected or appointed at, or following, the next triennial general election.
3. That the Council resolve, as provided for by Clause 30(7) of Schedule 7 of the Local Government Act 2002, that the Orari-Temuka-Opihi-Pareora Zone Committee shall not be deemed to be discharged on the coming into office of the members of the local authority elected or appointed at, or following, the next triennial general election.
4. That the Council resolve, as provided for by Clause 30(7) of Schedule 7 of the Local Government Act 2002, that the Canterbury Waste Joint Committee shall not be deemed to be discharged on the coming into office of the members of the local authority elected or appointed at, or following, the next triennial general election.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

None.

BACKGROUND:

Section 30(7) of Schedule 7 to the Local Government Act 2002 states that:

A committee, subcommittee, or other subordinate decision-making body is, unless the local authority resolves otherwise, deemed to be discharged on the coming into office of the members of the local authority elected or appointed at, or following, the triennial general election of members next after the appointment of the committee, subcommittee, or other subordinate decision-making body.

Under this section the Council can resolve that a committee is not to be discharged following the election. If such a resolution is not passed, then the committees are automatically discharged and would have to be reconstituted by the new Council.

The Zone Committees are joint committees of both Environment Canterbury and the relevant territorial authorities. The Canterbury Waste Joint Committee is a committee of all territorial authorities located in Canterbury (except Waitaki) and Environment Canterbury.

For continuity purposes, staff recommend that the Council resolves that these committees are not discharged following the election. Staff understand that all member Councils of these committees are taking the same approach.

The Council will need to appoint a single member to each committee following the elections. This is set down for the inaugural Council meeting on 25 October 2016.

The other joint committees of Council are as follows:

- **Alps2 Ocean** – Council resolved that it not be discharged at its meeting of 2 August.
- **Canterbury Regional Transport Committee** – Ecan is required to re-establish this committee post-election.
- **Canterbury Civil Defence Emergency Management Committee** – this remains in place under the CDEM Act 2002.
- **Downlands Joint Standing Committee** – the joint agreement between the Councils requires that this committee be reconstituted after each election. This will be done at the inaugural Council meeting on 25 October 2016.

SIGNIFICANCE OF DECISION REQUESTED:

The decision is not significant in terms of Council's Significance and Engagement Policy.

CONSIDERATIONS

FINANCIAL CONSIDERATIONS

Committee activities are budgeted for in the Council's annual plan.

LEGAL CONSIDERATIONS

There are no known legal implications from the proposals.

OPTIONS:

1. To allow the Committees to be discharged in accordance with Section 30 of the LGA.
2. To resolve that the Committees are not discharged and continue to operate.

ASSESSMENT OF PREFERRED OPTIONS

Option 2 is the preferred option. It would seem useful for the committees to be able to continue to exist on the same terms of reference etc as they currently have, with any new appointments being made by the new Councils at their initial meetings as deemed appropriate. This position is consistent with that taken by other member Councils.

CONCLUSION:

Section 30 of Schedule 7 of the Local Government Act 2002 provides that committees of Council are automatically discharged following the election on 8 October 2016, unless the Council resolves otherwise. Where it is provided for, it is more efficient to allow agreed and long-term joint governance arrangements to continue under present terms rather than having to re-constitute each after each election.

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: CONCEPT PLANS FOR ZERMATT HOLDINGS, LOT 7,
TEKAPO DEVELOPMENT

MEETING DATE: 13 SEPTEMBER 2016

REF: LAN 3/3

FROM: WAYNE BARNETT, CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

For the Council to approve the Zermatt Holdings proposed development concept plans on Lot 7 of the Lakefront Development.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the Council approves the Zermatt Holdings proposed development concept plan as per clause 36 of the Sale and Purchase Agreement.
3. That Council confirms clause 60 (b) of the Sale and Purchase Agreement.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

- Zermatt Holdings Concept Plans for Lot 7 of the Tekapo Lakefront Development.

BACKGROUND:

Clause 36 of the Sale and Purchase Agreement between Council and Zermatt Holdings requires the Purchaser to submit concept design plans to Council.

Clause 60(b) of the Sale and Purchase Agreement is conditional on Council's approval of the purchaser's concept plan.

Zermatt Holdings submitted the attached plans and requested approval at the Tekapo Property Group on 16 August 2016.

The Tekapo Property Group at their meeting resolved the following:

1. *That the report be received*

Cr Armstrong/ Cr Smith

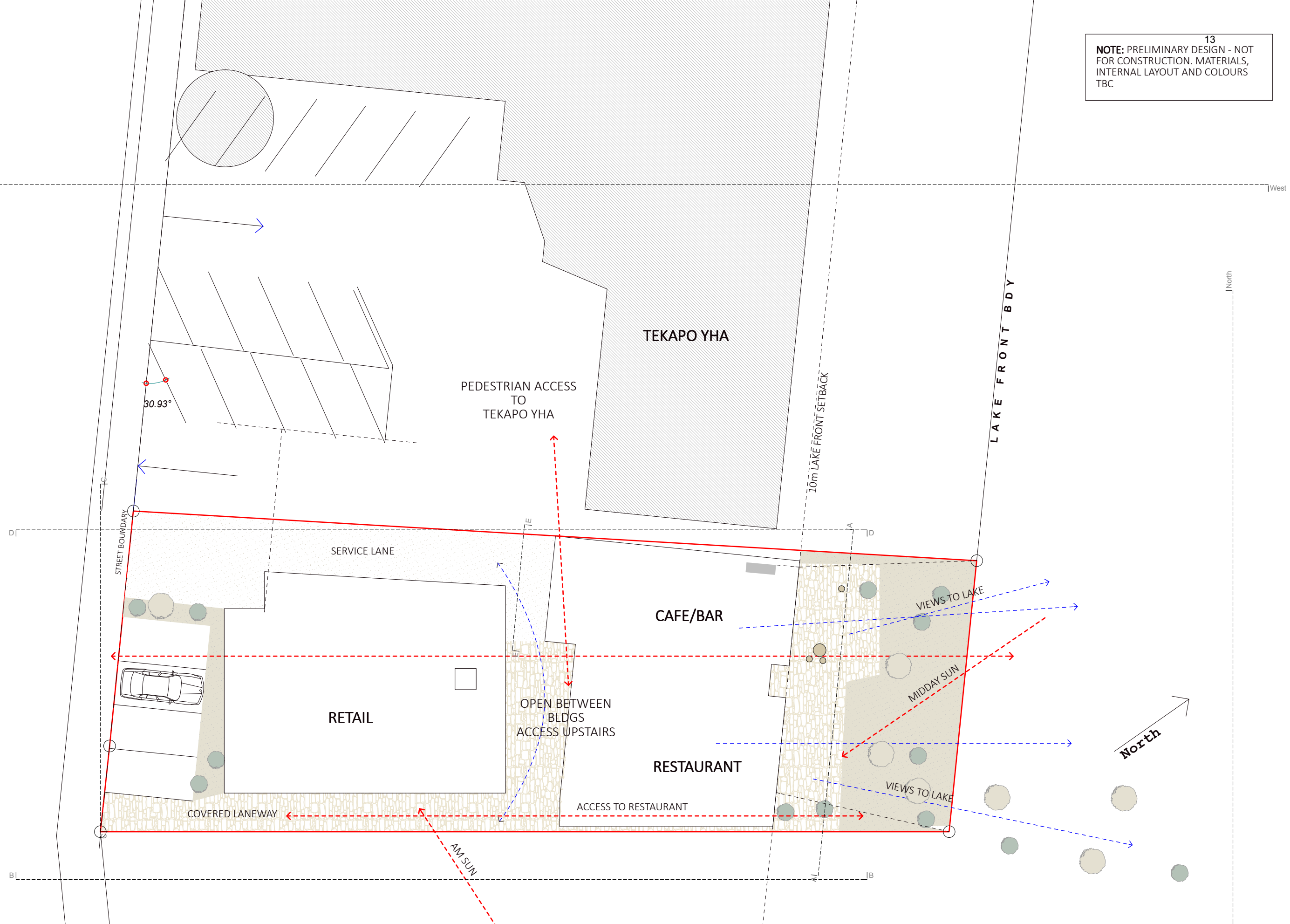
2. *That the Tekapo Property Group recommends to Council that the Zermatt Holdings Proposed development concept plan be approved and clause 60 (b) of the Sale and Purchase Agreement be confirmed.*

Cr Armstrong/ Cr Smith

CONCLUSION:

The Tekapo Property Group has already approved the concept plans and has recommended that Council confirm its approval of the attached concept plans and confirm clause 60(b) of the Sale and Purchase Agreement.

GROUND FLOOR: ~ 380m²
 FIRST FLOOR: ~ 445m²
 TOTAL: ~ 825m²



TEKAPO - LOT 7 DEVELOPMENT

PRELIMINARY CONCEPT DESIGN

5/08/2016

S I T E P L A N

1 : 200 @ A3

NOTE: PRELIMINARY DESIGN - NOT FOR CONSTRUCTION. MATERIALS, INTERNAL LAYOUT AND COLOURS TBC

- Retail
- Options for large or small Retail areas
 - Shop front glazing to 2 or 3 sides
 - Mountains views, natural daylight
 - Service & retail entrances
 - Covered pedestrian access

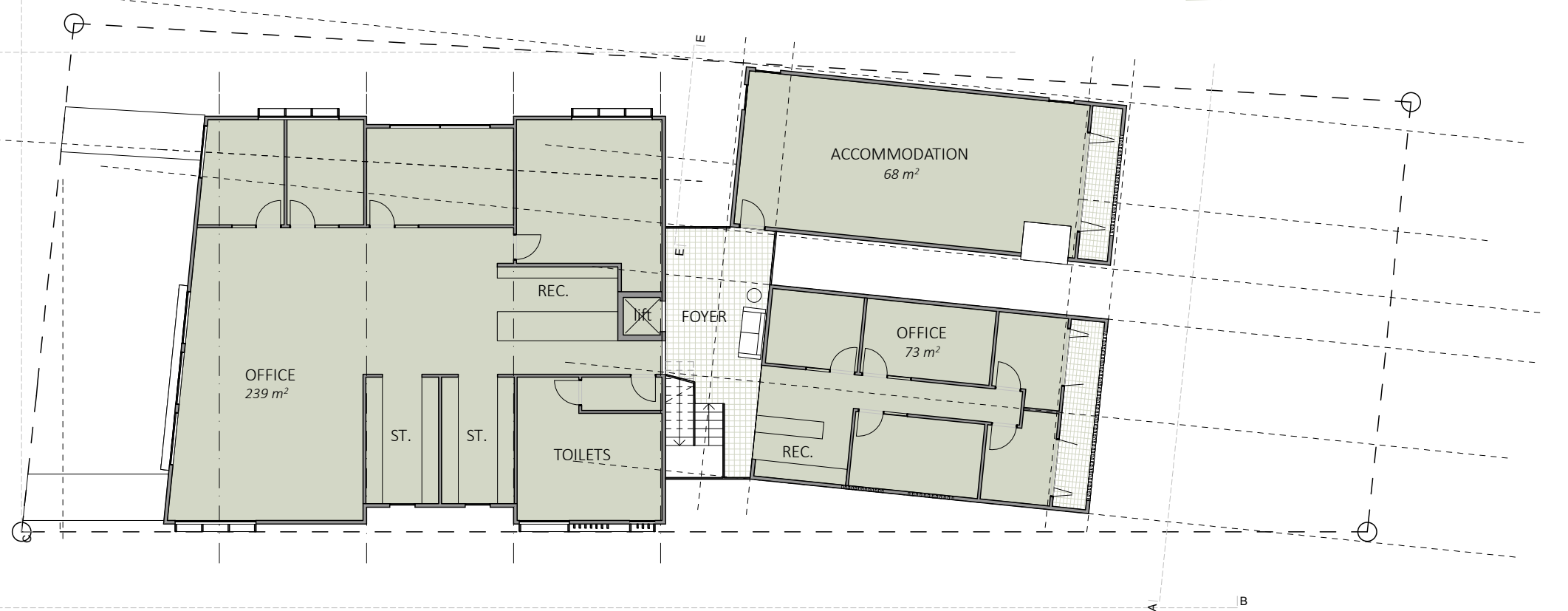
- Restaurant/Bar/Cafe
- Unobstructed lake front & mountains views, natural daylight
 - Option for separate entrances to restaurant and bar, functions space
 - Bar area
 - Open fire
 - Seating to terrace beyond 10m lake front setback

GROUND FLOOR: ~ 380m²



- Offices
- all with mountains views, natural daylight
 - some balcony options possible

FIRST FLOOR: ~ 445m²



TEKAPO - LOT 7 DEVELOPMENT

PRELIMINARY CONCEPT DESIGN

5/08/2016

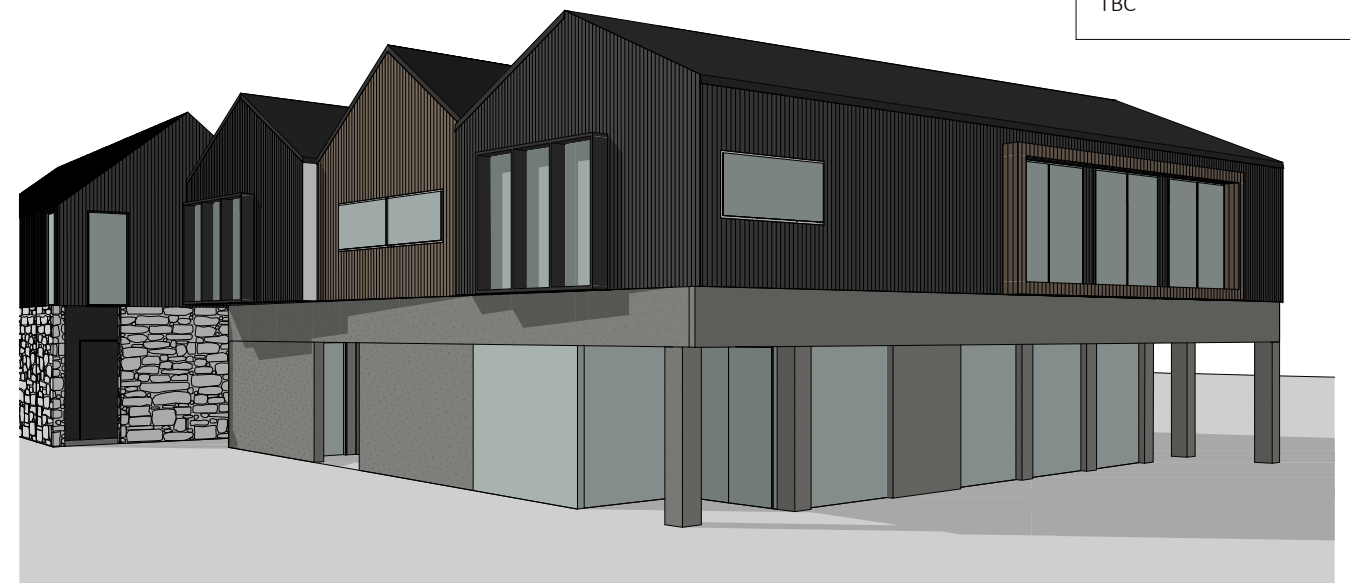
FLOOR PLANS

1 : 200 @ A3

NOTT Architects



VIEW FROM LAKESIDE



VIEW FROM ROADSIDE



ELEVATION A - NORTH



ELEVATION B - EAST



ELEVATION D - WEST



ELEVATION C - SOUTH

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: AGREEMENT IN RELATION TO THE ALPS 2 OCEAN JOINT COMMITTEE

MEETING DATE: 13 SEPTEMBER 2016

REF:

FROM: GARTH NIXON COMMUNITY FACILITIES MANAGER

PURPOSE OF REPORT:

To make minor amendments to A2O joint Committee Agreement

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That Council acknowledged and accepted the minor amendments to the A2O Joint Committee agreement

GARTH NIXON
COMMUNITY FACILITIES MANAGER

ATTACHMENTS:

Agreement with amendments

BACKGROUND:

Following Council recent approval of this document, Waitaki District Council also considered this agreement and wished to make two amendments.

The amendments are minor in nature -

The first setting a maximum term which a chairperson may serve.

The second changing the date for when the reconsidering when the chair and committee are selected from February to November each year.

POLICY STATUS:

N/A

SIGNIFICANCE OF DECISION:

Does not trigger the significance and engagement policy

ISSUES & OPTIONS:

Options are to agree or disagree

CONSIDERATIONS:

The changes are minor but set some boundaries around the length of time the Chairperson may stand. The re consideration of the committee improves timing of this matter

ASSESSMENT OF OPTIONS:

The changes are minor without these changes we will not have an agreement.

CONCLUSION:

Council should acknowledged and accepted the minor amendments to the A2O Joint Committee agreement. Then sign the amended document.

**AGREEMENT IN RELATION TO THE ALPS 2 OCEAN JOINT
COMMITTEE**

MACKENZIE DISTRICT COUNCIL

AND

WAITAKI DISTRICT COUNCIL

AGREEMENT IN RELATION TO ALPS 2 OCEAN JOINT COMMITTEE

DATE:

August 2016

Mackenzie District Council a territorial authority under Schedule Two of the Local Government Act 2002 (“the Mackenzie District Council”)

Waitaki District Council a territorial authority under Schedule Two of the Local Government Act 2002 (“the Waitaki District Council”)

BACKGROUND

- A. The parties established a joint committee known as the Alps 2 Ocean Joint Committee under the LGA in 2010.
- B. Clause 30A of Schedule 7 of the LGA and Clause 5 of Schedule 1AA of the LGA requires that before 8 August 2015 an agreement be entered into by the Parties specifying the number of members each Party may appoint to the joint committee; how the chairperson and deputy chairperson are to be appointed; the terms of reference for the joint committee; what responsibilities (if any) are to be delegated to the joint committee by each Party; and how the agreement may be varied.
- C. This Agreement sets out each of these matters as required by the LGA.

INTERPRETION

Agreement means this agreement with its Schedules including any variations entered into from time to time.

LGA means the Local Government Act 2002.

Party means either Mackenzie District Council or Waitaki District Council as the context requires and **Parties** means together Mackenzie District Council and Waitaki District Council.

Terms of Reference means the terms of reference for the Alps 2 Ocean Joint Committee attached as Schedule 1.

Joint Committee means the Alps 2 Ocean Joint Committee being a joint committee of Mackenzie District Council and Waitaki District Council established under the LGA.

NUMBER OF MEMBERS

- 1. The number of members that each Party may appoint to the Joint Committee is set out in the Terms of Reference.

CHAIRPERSON AND DEPUTY CHAIRPERSON

2. The Chairperson and Deputy Chairperson are to be appointed each year from the membership of the Joint Committee by simple majority as set out in the Terms of Reference.
3. ~~There is no limit on how long a person may hold the position of Chairperson or Deputy Chairperson~~The Chairperson and Deputy Chairperson will serve for a maximum of three terms.

TERMS OF REFERENCE

4. The Terms of Reference for the Joint Committee are set out in Schedule 1.
5. The Parties acknowledge that they are bound by the Terms of Reference and will comply with them.

DELEGATIONS

6. The Joint Committee is not delegated any responsibilities or powers from the parties other than as set out in the Terms of Reference.

VARIATIONS

7. This Agreement (including the Terms of Reference) may be varied by mutual agreement of the Parties at any time.
8. Any agreement to vary the Agreement shall be recorded in writing, signed by the Parties and attached to a copy of this document.

Signed on behalf of the **Mackenzie District Council:**

Name:.....

Signature:.....

Signed on behalf of the **Waitaki District Council:**

Name:.....

Signature:.....

Schedule 1

Alps 2 Ocean Joint Committee Terms of Reference

Purpose and Function

The purpose and function of the Alps 2 Ocean Joint Committee is to:

- Govern the Cycle Trail business sustainability
- Monitor construction of the joint venture project
- Acting on behalf of the shareholders

Objectives and Delegations

Govern the Cycle Trail business sustainability

1. To establish the operating structure, resources and activities for the Cycle Trail, including protecting intellectual property and establishing business opportunities.
2. To advise on strategic business direction
3. To monitor the implementation of the Alps 2 Ocean Business Plan
4. To receive quarterly reports from Tourism Waitaki
5. To monitor the relationship between Tourism Waitaki and stakeholders.
6. To advocate for the importance of the Cycle Trail as part of the National Cycleway and as a tourism opportunity for the Mackenzie and Waitaki districts.

Monitor construction of the joint venture project

7. To ensure the Alps 2 Ocean Cycle Trail is constructed from Aoraki Mount Cook to Friendly Bay at Oamaru Harbour
8. To apply, monitor and account for the grants received for the Cycle Trail by the Councils and Friends of Alps 2 Ocean
9. To represent the Councils, with the Grantors in all matters regarding grants received
10. To seek additional funding to develop the Trail.
11. To negotiate and obtain appropriate access agreements for the entire length of the Trail

Acting on behalf of the shareholders

12. To recommend the transfer of all appropriate assets of the joint venture to the relevant Council.
13. To discuss matters that relate to each Council's joint shareholding.
14. To determine the fair allocation between the Councils of costs in accordance with the Terms of Reference.

Administrative delegation:

15. Negotiate, approve and monitor the three year management contract with Tourism Waitaki
16. Recommend to Councils.

Financial Delegation

17. To spend up to \$5,000 per financial year to obtain advice on matters of governance of the Committee.
18. To spend meeting fees and administration costs related to meetings.
19. To spend the grants received in accordance with all grant applications and funding agreements.

All expenses to be invoiced 50/50 to each Council.

Membership

The Alps 2 Ocean Joint Committee membership will comprise of one (or as indicated) member appointed from each of the following groups:

- Waitaki District Council
- Mackenzie District Council
- Department of Conservation
- Official Business Partners – (2)

Appointment Process

The Territorial Authorities and Department of Conservation will nominate their representatives. These members or representatives will call a meeting of Official Business Partners, who have a business interest in the Trail and are otherwise not represented. At this meeting nominations will be called for and a vote will be taken by the Business Partners to elect their representative.

Standing Orders

The standing orders of Waitaki District Council, as adopted after each triennial election and amended from time to time, shall be the standing orders for this Committee, except as changed by this terms of reference.

The Joint Committee is subject to the Local Government Official Information and Meetings Act 1987.

Quorum

In accordance with LGA2002 Sch7 cl 30(9)(b), the quorum shall be three (3). Being the majority of members (including vacancies).

Meeting Frequency

The Joint Committee may meet as required, but must meet at least twice per year to receive a 6 monthly report, annual report and statement of intent from Tourism Waitaki.

Officers

The Chairman and deputy Chairman of Committee shall be appointed by the committee. The committee shall reconsider the appointment of the Chairman and deputy Chairman in ~~February~~ November of each year.

Term

In accordance with LGA2002 Sch7 cl 30(7) the councils have resolved that the Joint Committee is a permanent Joint Committee and cannot be discharged unless the councils agree to the Joint Committee being discharged.

Members of the committee, including Council elected members shall be appointed for a term of 3 years. All members shall have the right to be reappointed for a further two terms at the discretion of the relevant nominated bodies.

In the event of one or both elected members ceasing to be a member and new members having not been appointed, the quorum remains unchanged.

Operating Philosophy

The Joint Committee will at all times operate in accordance with the following:

1. Be culturally sensitive observing tikanga Maori.
2. Give consideration to and balance the interests of all communities in the districts in debate and decision making.
3. Members will work in a collaborative and co-operative manner using their best endeavours to reach solutions that balance the interests of all sector of the community.
4. Promote a philosophy that the Alps 2 Ocean Cycle Trail is a key economic driver for the districts smaller communities.
5. The Committee will seek consensus in its decision making where at all possible. Where despite the best endeavours of members unanimous agreement is not able to be reached a decision may be taken if in the view of the majority it represents the best interest of all sectors of the community.
6. In the event that neither unanimous agreement is able to be reached nor a majority view formed, the Committee must in the first instance seek assistance from the Chief Executives of the Councils to further Committee discussions and deliberations.
7. Where the Committee is unable to reach consensus despite having sought assistance and exhausted all avenues, they must recommend that the Councils disband them and appoint a new Committee.

Administration

1. The Committee is administered by the Waitaki District Council
2. Remuneration for non-elected representative members will be paid in the form of meeting fees at the following levels:
 - Travel \$0.72/km

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: 100% REAL CONCEPT MACKENZIE PROPOSAL

MEETING DATE: 13 SEPTEMBER 2016

FROM: THE MAYOR

PURPOSE OF REPORT:

For Council to note the presentation.

STAFF RECOMMENDATIONS:

1. That the report be received and noted.

CLAIRE BARLOW
MAYOR

ATTACHMENTS:

Appendix A – 100% Real Concept Mackenzie Proposal presentation.

HOW WE GROWN CREATIVE GOODNESSES

Goanna 

100% Real
SOUTH CANTERBURY

August 2016

Our Vision

When it comes to promoting any service or product it is important to define its unique point of difference. When considering South Canterbury that core point of difference is **diversity**.

South Canterbury is not only geographically diverse with vistas from the mountains to the sea but is also a region that supports artisan cuisine through to global exports and ancient history through to modern culture.

This diversity, and the people that live here, epitomise the rationale that South Canterbury really is a slice of New Zealand, as it should be - proudly down to earth with no pretenses! This is captured in a campaign called **100% Real South Canterbury**.

The strength of the 100% Real campaign is its simplicity and potential usage across different mediums. It is evocative and personal and we believe will translate well across both traditional and social media channels. It is also flexible enough to enhance existing tourism initiatives, such as your new Mackenzie region branding.

To be effective it needs to be launched and driven as an ongoing brand building exercise, showcasing :

- Real people
- Real businesses
- Real stories
- South Canterbury as... a Real destination.

While 100% Real is designed to promote tourism, we see it as an ideal platform to strengthen the wider district’s reputation, create pride in our community and celebrate and tell our story.

Ultimately that’s what 100% Real is all about.

From the start of a visitor’s enquiry through to the follow-up they receive their experience should leave a lasting impression, where they feel a ‘real’ connection with the region and the people that live here.

Gone is the ‘hidden gem’ that South Canterbury has been for so long – and in its place a vibrant, exciting community, filled with a wide range of activities and places to explore. Our aim is to extend people’s stay - from the one hour toilet/coffee stop to a half day, or from a day trip to a weekend. We need to let them know there is more to do here than just what they see on the main street as they pass through. This target audience includes:

Domestic Market

- Maximise the direct flights from Wellington by promoting to them directly, and through Air New Zealand to cement a stronger relationship with our national carrier.
- Cross-selling across our own regions. Tekapo offers an ideal getaway for Timaru residents, either as a day trip or a weekend, and vice versa.
- A joint South Canterbury stand at the Christchurch Show (which traditionally has 10 individual companies going there) offering cost savings and a greater story to tell.
- Our region’s providers understanding that there is greater benefit to their own businesses by working together and sharing skills, information and even staff.
- Promoting our regions assets to the wider South Island (Christchurch, Dunedin, and further afield). Our central location makes it easier for domestic self-drive clientele.

International Market

- Maximise the potential of visiting cruise ships, three of which are set to dock in the next year - Maasdam Holland America Line has 1800 passengers, with bookings already made through independent operators.

- Link in with Canterbury Tourism for Trenz and utilise their skills and connections.
- Target the international self-drive travellers, with consistent integrated messaging rather than separate websites that force them to do a greater amount of time-consuming research.

Economic Development

- Improve our regional profile, making it easier for people to attract staff and business to a region that prides itself on having a clear strategy and a unique story to tell.
- Increased business in service areas - such as hair dressers, food, retail etc.
- Potential for funding from central Government to assist in upgrading facilities and infrastructure.

Our Challenge

In a region where agriculture has dominated the landscape, tourism offers an opportunity to create new revenue streams and attract people and businesses to the area. The focus of the 100% Real campaign will be on short term visitors, however the messages created around the identity of the region will have other onflow results for employment and new resident numbers.

The strength of the 100% Real campaign will be determined by the level of engagement from each of the three councils that are represented in the district.

There are many benefits that can be obtained by acting as a group including joint buying power and also the depth of the offering to the end user. The strength of the messages and therefore the level of the results obtained by campaign will only be possible if everyone ‘gets on the bus’.

Currently there are many different initiatives throughout the district that have little or no cohesion. This has evolved over time and has been accentuated since the dissolution of ADBT and as a result of the historical handling of funding to promote the area that has divided regional organisations and has diluted the messages that have been created in the last several years.

Under the 100% Real campaign, each region can continue with their own initiatives as well as participate in the campaign which will mean that current programmes can continue and not be replaced but strengthened by this campaign. By providing free access to a range of professional resources, operators and community groups can utilise consistent messaging with a quality that they may not be able to obtain on an individual basis.

Each council will contribute to the campaign and each will receive the benefits in return.

Why Goanna?

Goanna has been approached by both GoGeraldine and Business Waimate to assist in their promotional endeavours. From this it has become apparent that there is a serious disconnect between regions that needs to be bought together for greater collaboration and therefore benefit. Many of these promotional ideas are similar and there is a lot of ‘reinventing the wheel’ which is both costly and inefficient.

Goanna can act as a neutral party that can give a voice to each of these councils and groups that can offer benefits without the politics as they have no affiliation with one particular council or organisation. By encouraging collaboration, resources can be pooled for the purpose of a campaign that benefis all equally.

The team at Goanna can offer expertise that understands the market and how results can be obtained through the use of creative marketing and promotional ideas. There are no political or operational challenges that can be faced by private operators and council members, the team can get on with what they are good at and produce results for the region and those that operate within it.

Industry experience gives Goanna access to good supplier relationships to obtain materials such as printing and signage that is both high quali and well priced.

Why should the councils get behind 100% Real South Canterbury?

By getting involved in this campaign, rate payers will be able to see their council taking a leading role in the active promotion of their area. They will see that their money is being spent on an initiative that produces results. Many people living in the South Canterbury area have already identified that tourism is a growing and lucrative market and in turn there is growth in the number of tourism providers in the region.

The time is now. Although local elections are approaching, time is of the essence. Tourism numbers into New Zealand are increasing and it is crucial that South Canterbury captures their slice of the action as surrounding regions move to attract visitors to their areas. In the year ended June 2016, 3,310,390 visitors came to New Zealand shores - an increase of 10.6% on the previous year*. By committing to 100% Real South Canterbury for the initial 12 month period, each council is committing to the success of their region and to the future prosperity of tourism in the area. This success is achieved by looking outward, beyond the current silo approach of each area for their own and recognising that a collective approach has much greater benefits for all.

The longer that nothing is done, the more adhoc initiatives are created which spreads funding more thinly and does not achieve the results possible with a cohesive approach.

There is a lot of value to an end user that visits the South Canterbury region and therefore a lot of value can be returned that will contribute to economic development of the region.

It is now time to get 100% Real.

**Figures from Statistics New Zealand International visitor arrivals to New Zealand June 2016- table.*

Campaign initiatives

Wellington Airport

Our thinking here is to have a display wall at the Wellington Airport. The display would be something mix of stunning images with real objects - ie.

- a hot tub coming out of the wall with a scene of the Tekapo hot springs behind
- or if it is around the same time as the Caroline Bay Festival maybe a merry-go round horse coming out of the wall
- a glider wing / or Richard Pearse plane
- a fly fishing rod
- a ski pole.

The grid design that we are proposing could mean that we could have a collection of things depending on space.

The messaging will be around ‘get real’ in South Canterbury in 40mins – with a direct flight from Wellington.

Mobile App

This would entail placing QR codes around select places in Wellington that would take you to a mobile responsive page comparing what you see in front of you to South Canterbury’s ‘Real’ alternative.

Early ideas include:

- Mt Victoria versus Mt Cook.
- Traffic jam versus caught in a mob of sheep.

Scavenger Hunt

Our initial thinking around this is that it could be a competition that we could run in Wellington as well as locally. The winning prize would be a luxury long weekend away for two staying at some quality accommodation in the region as well as undertaking some great events.

The scavenger hunt will include finding some ‘real’ objects that relate to producers around the region so not only are people having fun but also learning about the region at the same. Our intention would be that the producers would come on board with financial contribution to the competition as well.

Examples could be:

- Heartland Chips
- Clearwaters Yoghurt
- Silver Fern Farms retail pack
- DB beer / Valley Brewing beer
- Carrot Juice
- Makihiki Potato chips
- Barkers Jam
- Liebers Pie
- Fonterra Milk
- Point Bush wine
- Mt Cook Salmon
- Farmers Mill flour
- 100% Pure NZ honey
- Lynn River Gloves
- Talbot Cheese.

The scavenger hunt will use social media and the internet to build interest and to get generate a greater database.

Timaru Airport Refresh

If we are looking to generate more tourists through this airport then it is important that the airport creates that initial inviting experience rather than looking dated and a little ‘unloved’.

We believe that we can easily implement some of the new brand into this environment to give it some life and an instant connection with what they would see in the wider area. At the same time we think it would be worthwhile considering the furniture and fitout in the space.

This will greatly depend on budget and may be something that is undertaken at a later stage but it would be good to at least apply some graphics to the space that may either mimic the work that we would do at the Wellington Airport and the 100% Real South Canterbury brand.

Branded Resources for Operators

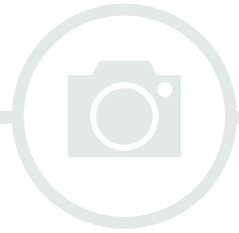
We understand that many operators in the tourism sector do not have a lot of resources to put into signage and promotional materials. It is important that there is consistency in the messaging that visitors receive when they arrive and use operators in the region. To achieve this consistency we could provide access to resources such as corflute signage, billboards, flags and brochures that are significantly cheaper than if each operator printed them on an individual basis. These resources would promote their business and carry the 100% Real brand messaging.

Canterbury Show

A joint marquee showcasing a mix of food operators and tourism providers to highlight the diversity and opportunities within the region. This could also be applied to the Wellington Food Show.

100% REAL SOUTH CANTERBURY | Branding Presentation | August 2016

PULLING IT TOGETHER



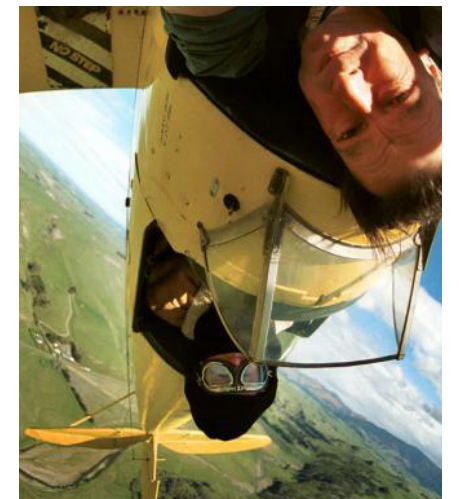
Photography

On a whole the current library of images for South Canterbury are un-inspiring and tend to be mainly landscape focused.

We believe it is important to show people so that it creates a feeling of desire for the viewer / wishing they were there and also enables them to make a real connection with the region.

We need to develop a library of images that portray South Canterbury as a region that offers a wide range of things to do and see – for the adventurous, family focused or young at heart travellers.

All images, other than the upside down plane image, have been taken by Derek Morrison.

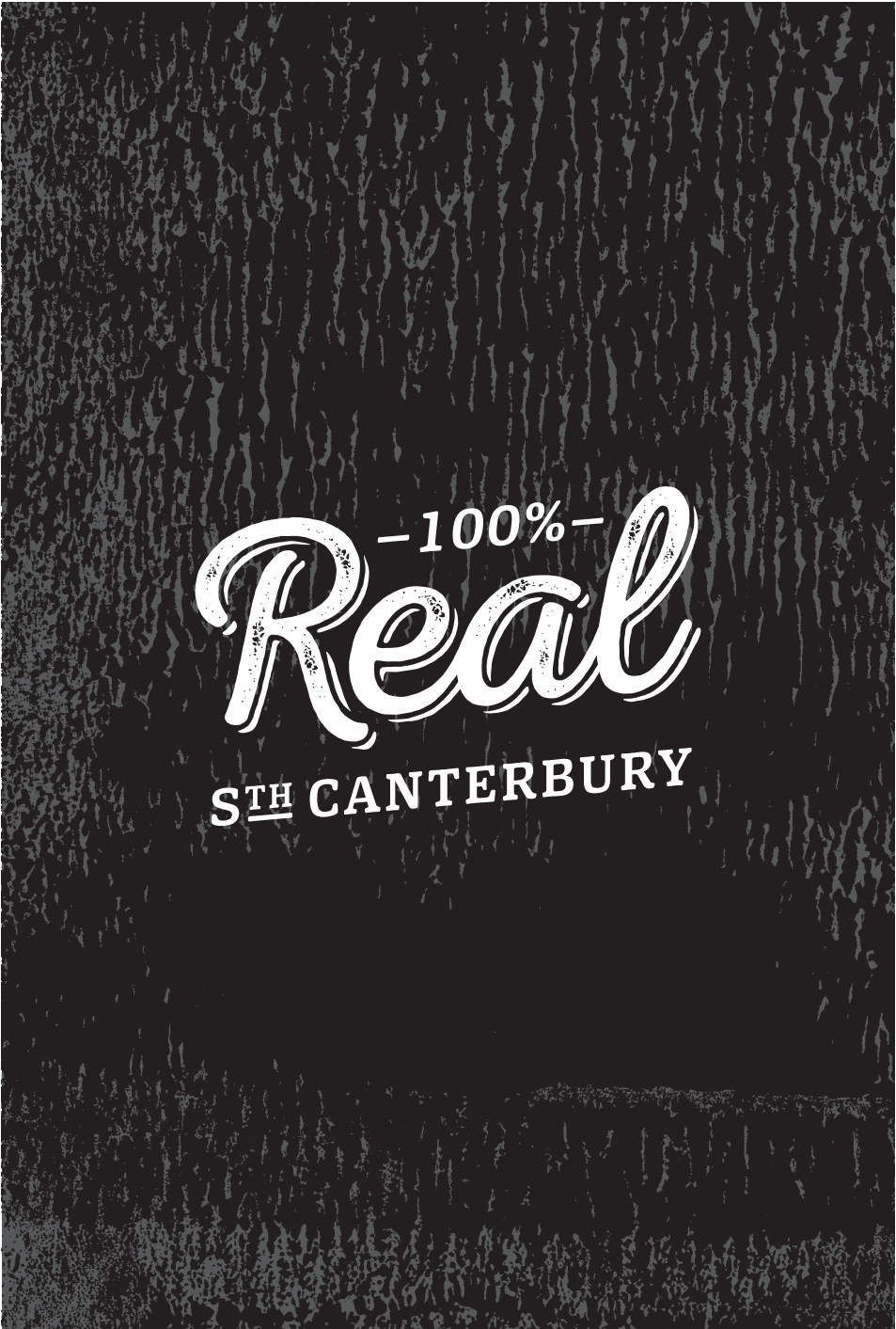




Colour Palette

The colour palette is quite flexible with black being the main colour to contrast to a strong use of imagery and also the brighter colours for each section.

Black and white becomes key as together they enable the brand to be easily used by tourism operators in conjunction with their own branding as well as makes a subtle reference to New Zealand from an international tourism perspective.



Real history	Real wilderness
Real people	Real relaxation
Real fun	Real culture
Real adventure	Real cuisine



*Searching for
100% Real
New Zealand?*

Real cuisine. Real relaxation. Real adventure. Let's face it...South Canterbury has it all. But have you really experienced it first-hand?

Check out realsc.co.nz to find out what's going on. With cloud piercing peaks to rolling waves, fresh harvested crops to artisan cuisine and ancient history to modern culture, you'll soon see why South Canterbury really is a 100% real slice of New Zealand.

realsc.co.nz



-100%-
Real | SOUTH
CANTERBURY



Thank you for your time

IF YOU WISH TO KNOW MORE, PLEASE GET IN TOUCH:

126 Barton Road
Fairview, Timaru

+64 3 688 9933

anna@goanna.co.nz

www.goanna.co.nz

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: OFFER OF SERVICE FROM THE PROPERTY GROUP TO
COMPLETE A 30 YEAR COMMUNITY FACILITIES
INFRASTRUCTURE STRATEGY

MEETING DATE: 13 SEPTEMBER 2016

REF: FIN

FROM: COMMUNITY FACILITIES MANAGER

PURPOSE OF REPORT:

For Council to consider unbudgeted expenditure to undertake future planning for Community Facilities.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That Council approve \$25,000 unbudgeted expenditure to undertake works associated with the 30 year Community Facilities Strategy.

GARTH NIXON
COMMUNITY FACILITIES MANAGER

ATTACHMENTS:

Appendix A – Offer of Service from the Property Group.

BACKGROUND:

Council is required to produce as part of its Long Term Plan a 30 year infrastructure plan for its roading and 3 water assets.

Council also has significant assets tied up in community and recreational facilities.

It is proposed that a similar plan be introduced for these assets. There is no legal requirement to produce such a plan.

This is a significant piece of work which will require outside assistance to complete.

The benefits of such a plan will allow Council to make decisions on if and when community assets should be replaced, and with what. For example this work will give Council a better grasp on when, where and how investment in pensioner housing should be made.

POLICY STATUS:

Not applicable

SIGNIFICANCE OF DECISION:

Not considered to be significant under the Significant and Engagement policy.

ISSUES AND OPTIONS:

- Option 1 Decline the request and continue with the status quo.
- Option 2 Part fund the request using consultants to undertake stages 1 and 3 estimated at \$25,000.
- Option 3 Fund the entire project cost estimate \$50,000.

CONSIDERATIONS:

Legal

Financial

Council currently has allocated \$75,000.00 for consultant cost in relation to the long term planning project. These funds are already allocated to projects associated with infrastructure assets. The work proposed will be in addition to this.

Other

The offer of service and scope provided in the attached offer requires some refinement. Staff consider portions of this work, stages 2 and 4 and 5 can be undertaken by staff.

ASSESSMENT OF OPTIONS:

If Council chose to pursue the status quo and not fund the project then this would leave significant gaps in Council's asset strategy that could lead to slow or incorrect investment decisions being made. The Council would save unbudgeted expenditure of either \$25,000 or \$50,000.

Council's other options relate to a partial unbudgeted spend of \$25,000 or a full unbudgeted spend of \$50,000.

The advantages of undertaking this project will give Council more robust information to feed into its long term plan process going forward and allow for better investment decisions to be made.

Could this proposal be delayed? Council could delay the proposal until next year and go through an annual plan funding round but this would place significant time constraints on the long term plan process, which is scheduled to be completed in March 2018.

CONCLUSION:

This work is needed on a significant part of Councils assets and in time will provide information to allow Council to make better investment decision in relation to those assets. It is recommended that Council approve the unbudgeted expenditure of \$25,000 to commence.



29 April 2016

Garth Nixon
Manager – Community Facilities
Mackenzie District Council
PO Box 52
FAIRLIE 7949

The Property Group Limited
Level 2, Lion House, 169 Madras Street
Christchurch Central, Christchurch 8011
PO Box 7240, Sydenham
Christchurch 8240, New Zealand
Phone: 64-3-363 5901
Facsimile: 64-3-363 5904

By email: garth@mackenzie.govt.nz

Dear Garth,

OFFER OF SERVICE – COMMUNITY FACILITIES STRATEGY

Thank you for your time to meet on Tuesday 1 March 2016 and subsequent discussions regarding the opportunity to provide an offer of service to assist the Mackenzie District Council (“the Council”) to prepare the Community Facilities Strategy. This proposal sets out The Property Group Limited’s (“TPG”) offer of service including; the scope of works, personnel, fees and the Council inputs.

1. BRIEF

The Council has historically addressed the management of community facilities assets on a reactionary basis. It does not have a specific community facilities plan and although building maintenance plans have been developed in the past, efficient management of the community facilities has not been effective due to budget constraints and actions and decisions based on a priority needs basis. In addition, demographic changes and increases in tourist visitors to the region will impact on community facility usage and service delivery.

The Council looking to overhaul its approach and is seeking to develop a concise Community Facilities Strategy, which would mirror the existing Infrastructure Strategy, relate back to Council’s 30 year Long Term Plan and suit the size and complexity of the asset portfolio across the District. The Community Facilities Strategy will be a long term strategy and plan that is easily referenced and updated, and will include processes and activities to:

- Assess current community facilities and review their condition.
- Assess future trends and requirements for community facilities, based on demographic information (including tourism and holiday home owners), and growth/trends in the Mackenzie District.
- Identify responses and priorities.

In accordance with the requirements for Infrastructure Strategies in the Local Government Act 2002, the Community Facilities Strategy should outline how the Council intends to manage its community facilities assets, taking into account the need to:

- a. renew or replace existing assets;
- b. respond to growth or decline in the demand for services reliant on those assets;
- c. allow for planned increases or decreases in levels of service provided through those assets; and
- d. maintain or improve social and community outcomes or mitigate adverse effects on them.

As with the requirements for Infrastructure Strategies, the Community Facilities Strategy should outline the most likely scenario for the management of the Council's community facilities assets over the period of the strategy and, in that context, should:

- a. show indicative estimates of the projected capital and operating expenditure associated with the management of those assets —
 - i. in each of the first 10 years covered by the strategy; and
 - ii. in each subsequent period of 5 years covered by the strategy.
- b. identify —
 - i. the significant decisions about capital expenditure the Council will be required to make;
 - ii. when it is expected those decisions will be required;
 - iii. for each decision, the principal options the Council would have to consider; and
 - iv. the approximate scale or extent of the costs associated with each decision.
- c. include the following assumptions on which the scenario is based —
 - i. the assumptions about growth and demographic trends;
 - ii. the assumptions about growth or decline in the demand for relevant services; and
 - iii. the assumptions about increases or decreases in relevant levels of service.
- d. if assumptions referred to in paragraph (c) involve a high level of uncertainty —
 - i. identify the nature of that uncertainty; and
 - ii. include an outline of the potential effects of that uncertainty.

2. COMMUNITY FACILITIES

The Community Facilities Strategy is to cover the following community facilities assets:

- Swimming pools at Fairlie and Twizel;
- Ten Pensioner units;
- Twizel Events Centre;
- Community Hall at Lake Tekapo;
- Community Centre at Fairlie;
- Council's administration buildings in Fairlie and Twizel;
- Public toilets in Fairlie, Lake Tekapo, Lakeside Drive Twizel, Lake Pukaki and Lake Opuha; and

- Country Halls in Sherwood and Albury.

We note the Medical Centres in Fairlie and Twizel (and doctor's residence), council-owned and/or administered parks and reserves and cemeteries are to be excluded from the Community Facilities Strategy.

3. SCOPE OF WORKS

To prepare the Community Facilities Strategy TPG proposes following a proven approach as follows.

- Stage 1 – Initial Inspection and Information Review:
 - Visit Community facilities to gain an understanding of the asset portfolio.
 - Meet with your asset management / Community Facilities personnel to introduce the process and obtain high level perspectives.
 - Review Council documents, including, demographic forecasts, asset plans / schedules, asset renewals policy statements, maintenance plans, maintenance records, Long Term Plan, customer surveys, detailed capital and operational budgets and engineering reports.
 - Review the function and level of service of each community asset.
 - Information gap analysis.
 - Confirm table of contents for the Community Facilities Strategy.
- Stage 2 – Workshop:
 - Workshop the Community Facilities Strategy's objectives to define future state including;
 - Levels of service (including statutory requirements, Council / community / user expectations, service standards and gaps).
 - Current and future demand objectives.
 - Risk management procedures.
 - Backlog maintenance strategy.
 - Asset renewals policy.
 - Funding streams (capex and opex).
 - Asset condition framework, criticality matrix and defects prioritisation.
 - Facilities maintenance procurement strategy.
 - Asset management database requirements and reporting requirements.
 - Confirm asset condition inspection process and data collection tools (including whether defect identification is required).
- Stage 3 – Inspection and Collation of Supporting Information:
 - Inspect and assess the physical condition of each community facility asset – note: this could be done by TPG or in conjunction with Council staff and / or maintenance contractors.

- Review O&M manuals and expenditure plans for each of the facilities.
- Manage external service providers as required and review of their information and/or findings.
- Stage 4 – The Strategy:
 - Draft financial management plan (including peer review of Council financial records and forecasts).
 - Write the draft strategy.
 - Review draft with the Council to obtain its feedback.
 - Finalise Community Facilities Strategy for presentation to the Elected Members and the Council.
- Stage 5 – Tools:
 - Prepare management and reporting tools to assist with the effective roll out and management of the Community Facilities Strategy.

The targeted completion date for the Scope of Works is 31 October 2016. Following the workshop as outlined in Stage 2 above, we will agree with the Council the overall project programme including key milestones and dates.

4. PERSONNEL

To ensure TPG deliver the very highest standard of service, achieve excellent results, and meet key milestones, we have assembled a highly skilled project team for the delivery of the projects.

The table below outlines the lead and immediate support personnel.

Task	Lead Personnel	Support From
Community Facilities Strategy	Peter Harris	Dan Brazier

Professional profiles are attached.

Input from external service providers such as demographer, valuer, engineers, cost estimator, plant and machinery specialist(s) and building surveyors may be required to assist the preparation of the Community Facilities Strategy. If so, these services might be available from the Council's own preferred suppliers or if needed TPG can recommend the appropriately qualified experts.

5. FEE ESTIMATE

As you will appreciate, projects of this nature are an involved process with a number of variables. Accordingly we propose that the Scope of Works be invoiced on the actual time

charged basis, tracked against a monitoring budget of up to \$48,000.00 based on our assumption that it will take somewhere between 190 to 245 hours to deliver this project.

As it is often difficult to provide an accurate estimate until the work is underway, following the workshop as outlined in Stage 2 above and objectives have been clearly identified, we will agree with the Council the overall project budget including break-up of the subsequent stages outlined above.

Unless the Council has a preferred form of contract, we propose the Scope of Works outlined above be entered into in accordance with the terms and conditions of the IPENZ Consultancy Agreement (short form).

6. CLARIFICATIONS

The following commercial qualifications are applicable to the offer of service:

- All pricing is subject to a number of assumptions and to the final detailed contract scope of services and timeframes agreed between TPG and the Council;
- Excludes data schema / database development and GIS mapping;
- Excludes specific defects analysis and remedial work specification;
- Excludes independent costing and cost forecasting (assuming costing information will be provided from Council's current financial management systems);
- Excludes procurement of external service providers;
- Excludes external service providers fees; and
- All fee structures are exclusive of GST and disbursement costs.

We thank you for the opportunity to submit this offer of service and look forward to discussing this with you in the near future. In the meantime, if you have any queries regarding this offer please do not hesitate to contact me.

Yours sincerely,



BLAIR BROWN

Regional Business Manager – South Island

DDI: 03 379 1104

Email: bbrown@propertygroup.co.nz

ATTACHMENT 1 – PROFESSIONAL PROFILES

Peter Harris

Peter has a career spanning 25 years in the fields of governance, change, leadership, management, business development, major project delivery and chartered surveying. A professional Director, his key driver is raising the quality and standards of Governance, business development, project and service delivery to optimise value, returns and stakeholder benefit.

Peter has led commissions including Board and CEO roles for a wide variety of businesses & organisations across multiple sectors including;

Genesis Energy, Sydney Trains, Auckland International Airport, Fonterra, Air New Zealand, Telecom NZ, Goodman International, Accident Compensation Corporation, Ministry of Education, Ministry of Health, the Office of the Auditor General, Canesis, Arrow International, Whispertech, Pacific Brands, Watts Plc, Horizons Regional Council, Hamilton City Council, Nurse Maude Association and Science Alive!

He is a Chartered Building Surveyor, Fellow of the Royal Institution of Chartered Surveyors and New Zealand's lead Licenced Assessor Trainer. He sits on the RICS NZ Committee and Chairs the RICS NZ South Island Committee.

Asset and facility management projects Peter has lead or been involved in, include:

- Sydney Trains – Development of Maintenance Manual / System and Condition Assessment for 370 stations.
- Review and development of asset & facilities maintenance contracts and business processes for Auckland International Airport.
- New Zealand Fire Service (310 properties) – Asset management consultancy to understand asset make up.
- Whakatane District Council (800 assets) – Asset management consultancy.
- Auckland Council – Asset condition survey management.
- Asset assessments and asset management planning for KCL Property.
- Advisor to Hermes Pension Fund, Arlington Securities, Prudential, BP, and other blue chip asset owners.

Dan Brazier

Dan Brazier is a senior consultant specialising in property project management and development management. Dan has over 10 years' experience across the property industry and has held specialist positions in development management, valuation, acquisition negotiations, and project management. Dan consults to a number of large New Zealand organisations and brings with him excellent communication, critical thinking and project leadership.

Most recently Dan has managed a number of new school designation and acquisition projects for the Ministry of Education. The project management role covers the development of the acquisition strategies, analysis of options, procurement of external consultants, stakeholder management, project leadership and ability to influence at the negotiation table.

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL
FROM: CHIEF EXECUTIVE OFFICER
SUBJECT: COMMUNITY BOARD RECOMMENDATIONS
MEETING DATE: 13 SEPTEMBER 2016

PURPOSE OF REPORT:

To consider the recommendations made by community boards.

RECOMMENDATIONS:

1. That the report be received.

TWIZEL COMMUNITY BOARD:

1. **DOG SIGNS IN MARKET PLACE:**

That Council notes the following resolution from the Twizel Community Boards regarding the erecting of no dog signs in Market Place, Twizel.

Resolved: The Twizel Community Board support the erection of Dog Signs in market place and ask Staff to follow this up with Dave Wills, Dog Control Officer.

Cr Armstrong/ Pat Shuker

FAIRLIE COMMUNITY BOARD:

1. **OLD PAINT BALL SITE:**

That Council notes the following recommendation to Council from the Fairlie Community Board regarding the Old Paint Ball Site.

Resolved that the Fairlie Community Board recommend to Council that the Fairlie Community Board are able to develop the area of the old paint ball site for recreational use and that the back section be fenced allowing for leasing.

Chair/ Cr Jackson

TEKAPO COMMUNITY BOARD:

1. **TEKAPO CENTRE AREA PLAN:**

That Council notes the following resolution from the Tekapo Community Board regarding the Tekapo Centre area plan.

Resolved:

1. That the Tekapo Community Board confirm their support for the proposal as submitted.
2. That the Community Facilities Manager consult with the effected neighbours to seek support for the proposal.

Lyn Martin/ Cr Cox

2. **COMMUNITY CENTRE REQUEST:**

That Council note the following resolution from the Tekapo Community Board regarding a Community Centre Kitchen request for the Ian Simpson Fundraiser.

Resolved:

1. That the Tekapo Community Board extend their previous grant to Mrs Staley on behalf of the Ian Simpson Fundraiser to include Kitchen hire.

Stella Sweney/ Cr Cox

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 November 5, 2010, 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 TWIZEL COMMUNITY BOARD HELD IN THE TWIZEL EVENTS CENTRE ON MONDAY 22 AUGUST 2016 AT 3:02PM

PRESENT:

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

IN ATTENDANCE:

Wayne Barnett, Chief Executive Officer from 3:15pm
Garth Nixon, Community Facilities Manager
Angie Taylor, Solid Waste Manager/Twizel Township Supervisor
Keri-Ann Little, Committee Secretary
James Leslie, Mackenzie District Council Councillor 3 pm-3:26pm
4 members of the public

OPENING:

The Chair welcomed everyone to the meeting.

APOLOGIES:

There were no apologies.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

VISITORS:

The Chair welcomed Shirley and Jane representing the Community Garden Project to the meeting and highlighted their proposition for a community garden.

Shirley said organisers had already spoken to the board regarding a Community Garden. She said the next step is determining a site and the site shown in the distributed information is favourable. She said it would be a model garden developed through workshops, with produce available for the Community with the main focus on education involving recycling and water conservation.

The board unanimously supported the idea and indicated the board would view the suggested site, hold discussions and report back to Jane regarding the boards' comments.

Mr Rive asked is the proposed location your preferred site or are you open to other areas with similar aspect in case the area is not suitable. Yes replied Jane that was the only garden that in the initial phase suited us. She added other areas were too small.

The Chair welcome Cr Leslie to the meeting. Cr Leslie provided an update to the Community Board regarding the activities of the Pukaki Airport Committee.

Cr Leslie reported the Airport had had a recent marketing strategy applied over a 6 month period. He said of the 18 sites advertised 7.5 sites were sold, the price of the sites had now been increased. He added there are business proposal's underway and financially the Airport is in good stead. The Committee is looking at reinvesting into the Airport. He noted irrigation availability is ongoing and by

the end of summer there will be increased activity at the Airport. Cr Leslie acknowledged the Committee's committed achievements and noted that the Airport was a strong strategic asset.

MINUTES:

Resolved that the minutes of the meeting of the Twizel Community Board held on July 11, 2016, including such parts as were taken in public excluded.

Cr Armstrong/ Phil Rive

General Business arising from the minutes:

The Chair asked if a price had been received for tree removal on manmade hill. Mr Nixon will follow this up.

The Chair noted the bike stands had been installed. Mr Nixon said he was disappointed some of the stands were not erected in the correct place and he will follow this up.

The Chair reported the Arts Council had submitted a grants request this will be included in the next agenda.

The Chair informed the Sculpture area had been prepared for placement. He said he will speak with Mr Ramsay regarding the plague.

MATTERS UNDER ACTION AND PROJECTS REPORT:

1. **Twizel Water Supply Upgrade:** Mr Barnett reported the cover had been finished and can be removed from the list
2. **Ohau Road and Ostler Road:** Mr Rive will meet with the Asset Department to receive their input on certain restrictions. No date set yet.
3. **Greenway Improvements:** Mr Nixon reported the greenways have been prepped and now await warmer weather for sealing.
4. **New grassed parking area behind Events Centre:** Mr Nixon said this project has started and will continue as the weather allows.
5. **Mobile Shops and Traders:** The community board resolved to use the area opposite the Aspen Court, just along from the medical centre, for itinerant traders, providing Council staff can make it work. This will happen from next season onwards. Discussion was held on the reasons for choosing this area.

REPORTS:

FINANCIAL REPORT TO JUNE 2016:

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, 2016.

Resolved that the report be received.

Chair/ Mr Rive

Mr Nixon reported the Twizel Community Centre employment expenses were high due to the employment of a cleaner. He said Twizel Reserves administrative expenses were insurance, the Twizel

Swimming pool income was up slightly on budget, employment expenses were lower than forecasted and the painting of the Swimming Pool provided a major variation.

The Chair noted an increased overspend regarding administration expenses, Mr Nixon said this was insurance costs.

The Chief Executive Officer said he had made a note of the financial report size and lack of explanations.

WARD MEMBER'S REPORT:

Cr Armstrong said Council had contributed \$5,000 to Sport South Canterbury.

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

Mr White reported the Community Care Trust were advertising for a new administrator he noted the group is very efficient.

GENERAL BUSINESS:

DOG SIGNS MARKET PLACE:

The Chair reported a letter had been received from Dave Willis, Mackenzie District Council Dog Control Officer for the Twizel area. Mr Willis highlighted the need for new signs to be erected on poles at every entrance to the shopping area in Twizel.

Mr Armstrong said he is employed by the Council, therefore this is not Community board business. Mr Nixon agreed, he said this is a matter for Dog Control and is Regulatory business. Mr Nixon said he will liaise with Mr Hole regarding the erection of signs.

Resolved: The Twizel Community Board support the erection of Dog Signs in market place and ask Staff to follow this up with Dave Wills, Dog Control Officer.

Cr Armstrong/ Pat Shuker

Plague for Seat:

The Chair expressed his disappointment in the plague for the donated wooden seat outside the Four Square had not been actioned. Mr Nixon will follow this up.

Defibrillators:

The Community Board had identified sites for donated defibrillators to be installed. Mr Nixon said the boxes the Community Board were to supply had been ordered.

North West Arch:

The Chair asked Mr Nixon to follow up the tree clean up works on North West Arch and Ohau Road with the Contractor.

Garden Entrance:

The Chair asked for an update regarding the garden works at the entrance to Tasman Road. Ms Taylor said these plants had been ordered.

Tree Plantings Market Place:

The Chair asked for an update on the shade tree plantings at the Market Place. Mr Nixon reported this was a Cancer Society project and these trees were now planted.

Manmade Hill:

Mr Nixon reported Whitestone's Contracting had this sign and discussion for location of the sign is ongoing.

Two Thumbs Drive:

Mr Nixon reported discussion is ongoing regarding the water supply to Two Thumb Drive and will be installed before spring.

Proposed Gardens:

The Chair suggested the Community Board visit the proposed site and evaluate the appropriateness of the site and other possible sites. The Chair suggested this take place after this afternoon's meeting.

PUBLIC EXCLUDED RESOLUTION:

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

- Previous minutes 11 July 2016

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 11 July 2016.	Maintain legal 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:
Previous minutes 11 July 2016 under section 7(2)(b)(i);

Chair /Cr Armstrong

The Community Board continued in open meeting

THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4:05PM
CHAIRMAN: _____
DATE: _____

**MACKENZIE DISTRICT COUNCIL
MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD HELD IN THE
COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 30 AUGUST, 2016, AT 5:03PM**

PRESENT:

Owen Hunter (Chair)
Cr Noel Jackson from 5:19pm
Warren Barker
Les Blacklock
Trish Willis

IN ATTENDANCE:

Garth Nixon, Community Facilities Manager
Keri-Ann Little, Committee Clerk
Anne Munro, Council Candidate
Pauline Jackson, Fairlie Community Board Candidate

OPENING:

The Chair welcomed everyone to the meeting.

APOLOGIES:

Resolved: that an apology be received from Cr Jackson for lateness.

Warren Barker/ Les Blacklock

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Fairlie Community Board held on Tuesday 18 July, 2016 be confirmed and adopted as the correct record.

Les Blacklock/ Warren Barker

FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION AND PROJECTS REPORT:

- 1. Allandale Bridge Walkway:** Mr Nixon suggested resending the letter to NZTA regarding construction of a pedestrian walkway along Allandale Bridge.
- 2. Green Sign and Power Pole in front of Old Library Building:** Mr Nixon reported the sign had been purchased and discussion is continuing regarding placement options.
- 3. Raised ground on the north side of the bridge heading to Tekapo:** Now planted.
- 4. Town Clock:** Mr Nixon reported the Town Clock will now be painted due to the warmer weather.
- 5. Rope Climbing Frame on the Village Green:** Ms Willis reported the Rope Climbing Project had been cancelled. She said this matter can now be removed.
- 6. Fairlie Township Water Consent:** Mr Barnett reported good progress is being made with ECan regarding Fairlie Township Water Consent.

7. **Paintball Ground:** The Fairlie Community Board recommended to Council that the board are able to develop the area for recreational use and that the back section be fenced allowing for leasing.
8. **Lower North Street Sign:** Mr Barnett reported a 4WD only sign had been ordered.
9. **Princess Street Edging:**
Mr Nixon reported he is currently reviewing with Whitestone's.

The Chair noted his delight the Riddle Street one way trial was in place and progressing well. Ms Willis added that Mr Leiber from the Fairlie Bakehouse had expressed his concerns to her regarding speed of traffic. She said Mr Leiber is meeting with Council to discuss his concerns. She noted Mr Leiber asked if a Fairlie Community Board representative could attend.

Mr Nixon reported the purchased fridge for the Community Centre had been installed. He noted he had researched the purchase of trolleys and received feedback that the ones available would not fit under the Kitchen benches. He said he will continue to research another option of possible shorter trolleys.

REPORTS:

1. FAIRLIE COMMUNITY BOARD FINANCIAL ACTIVITY REPORT TO MAY 2016:

The Community Facilities Manager provided a financial report for the Community board for the period to June 2016, to update Board members on the financial performance of the Fairlie Community as a whole for that period.

Resolved that the report be received.

Trish Willis/ Les Blacklock

Mr Nixon reported the Fairlie Domain had shown a favourable result. He noted this stems from the Management of the Camping Ground and new lease revenue.

Mr Nixon noted the Fairlie Township account donations and grants are \$1,000 over spent, he noted the Board makes decisions regarding requests. Mr Nixon reported an over spend in gardening of \$3,000, which he contributed to new plantings on Allandale Road and tree maintenance.

Mr Nixon will print out a fuller description of the gardening spend for the Board's information.

2. WARD MEMBERS REPORT:

Cr Jackson reported Council had submitted to the Local Government Amendment Bill and Cr Smith will speak to the submission at a hearing on Thursday 1 September 2016. He said the Bill is of concern to the Mackenzie District and may result in big implications for the District as a whole.

Cr Jackson added Council Bylaws regarding responsible Camping, noise and nuisance burning had been confirmed by Council.

GENERAL BUSINESS:

1. OLD PAINT BALL SITE:

Mr Nixon referred to the map included with tonight's agenda on page 20. He said he would like feedback from Board members regarding a proposal for use of the vacant section. He suggested tiding the area, with a request to Council to include the front area into the mowing regime. He added filling in the pond and using the area to cater for a picnic stop or a rest area for swimmers using the river was also a possibility.

The Chair asked if Council will still continue planting the front area. Mr Nixon said yes and noted that the plants had been ordered.

Cr Jackson suggested the road be diverted to allow for a parking area or round about area. Mr Nixon replied that that was an option and he was happy to hear feedback. He added that the rear section will be fenced off and left for further leasing options.

Ms Willis asked for a timeframe. Mr Nixon said he will collaborate the works with the plantings outside Dobson's Yard Area.

Resolved that the Fairlie Community Board recommend to Council that the Fairlie Community Board are able to develop the area of the old paint ball site for recreational use and that the back section be fenced allowing for leasing.

Chair/ Cr Jackson

2. COUNCIL COURTYARD GARDENS:

Ms Willis asked for an update regarding the Council Courtyard gardens plantings. Mr Nixon said he had ordered the roses as per the Garden Club request.

Ms Willis said she had some requests from other residents and she will forward these onto Mr Nixon.

3. VILLAGE GARDENS:

Mr Nixon reported all plants had been ordered. He said he had spoken to Mrs Habraken regarding the desired assortments of plants.

Ms Willis said the Community Board had met as a group and discussed ideas, funding and the scope of work required. She said the Board agreed that a dedicated resource to assist Mr Nixon while also gaining proper funding was required. She added there are 19 gardens including the Village gardens that require servicing and the \$26,000 budgeted to Whitestone, which includes mowing, is simply too small a budget.

The Chair suggested a breakdown of the \$26,000 budget be received from Mr Nixon. He said the Board can then assess priorities and allocation of funding.

Ms Willis added that Fairlie is the "Gateway to the Mackenzie", people stop here in Fairlie first and the Board would like the Town to look as good as the rest of the District. She said if Council do not increase the funding and the Town's gardens continue on a small budget this may result in the Town looking shabby in five years' time. Ms Willis said she would like the Board to request 50 percent funding from Council. She added the Board must be proactive so the Town meets the standard set by other Town's in the District. She added the Board requires more funding to complete jobs while working more strategically.

Cr Jackson noted it had been a slow process and the entrances to Town upgrade had taken a long time.

Mr Barnett said in terms of discussion with contractors Council must respect the contract, there are certain processes Council must initiate and the Board must specify the scope of work required. He added the Board had undertaken several discussions during previous meetings regarding the current contract. He suggested if the Board wish to improve the standard of service, the Board need to assess the standard and review the work required and correctly budget for the requirement.

Mr Nixon added he would appreciate more budget to provide a higher standard of service. He did note that Fairlie does suffer from Alpine winters which must be considered when purchasing and distributing plants.

The Chair commented there is many people in the Community that would willingly give their time which may reduce the cost for the Community Board.

Cr Jackson asked if the Garden Club were interested in providing time. Ms Willis said the Garden Club indicated that they would not have the time needed but were keen to see a Town Gardner.

Ms Willis said a basic level of service is required. She added the level the Board would like applied should fit in with what the contractor provides.

4. WATER RESTRICTIONS EXEMPTION FOR VILLAGE GARDENS:

This agenda item requested by Ms Willis. She suggested village gardens are exempted from town water restrictions.

Mr Nixon said discussions with Environment Canterbury regarding water restrictions should address this request.

The Chair said for the wellbeing of the Community possible recreational areas were watered to prevent areas dyeing off. He said the Fairlie Golf Club may had been one of these areas.

Ms Willis expressed her concern regarding recreational areas being watered while Council were not able to water a couple of gardens in the village. She asked for clarification regarding watering restrictions for the Fairlie Golf Club. Mr Barnett said he will follow this request up.

5. FAIRLIE COMMUNITY BOARD DATABASE AND STAFF REPORTING TEMPLATE:

Ms Willis distributed a handout. She said the Board had been frustrated over the years with the lack of progress. She said this will prevent things falling through the gaps and make things easier for the new Community Board. She noted this was is a draft and includes the level of service required for specific areas. She asked if Council could review the table and make any changes or correction. She added this was a good template and good be used by other Community boards.

The Chair thanked Ms Willis stating she had put a lot of her own time into this document and asked members to review the table for discussion at a meeting within two week's time.

6. COUNCIL ASSISTANCE AND HEATING FOR MACKENZIE RESIDENTS:

This agenda item requested by Ms Willis and accompanied by EECA Energy wise funding and support information.

Ms Willis said the Council's outlined help their Community's, Residents repay the cost through rates assisting older people in their homes. She said she would like the Council to carry out investigations to see if this would be possible in the Mackenzie. She added she would like to establish what was involved and if this was something that the Board would consider.

Mr Nixon said there is grants in place to assist and Ms Thomson from the Fairlie Resource Centre had promoted the opportunity for grants, however Mr Nixon noted Ms Thomson was disappointed with the response received from the Community.

Mr Barnett said Council can investigate the structure and report Council's position. He said it is possible that it is the same scheme promoted previously, now promoted through Council's.

PUBLIC EXCLUDED RESOLUTION:

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

1. School Road Property

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
School Road Property	To protect a person privacy	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: School Road Property *under section 7(2)(b)(i)*;

Trish Willis/ Warren Barker

The Community Board continued in open meeting

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4:05PM**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TEKAPO COMMUNITY BOARD HELD IN THE LAKE TEKAPO COMMUNITY HALL, TEKAPO, ON WEDNESDAY 22 AUGUST 2016 AT 7:00PM

PRESENT:

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

IN ATTENDANCE:

Wayne Barnett, Chief Executive Officer
Garth Nixon, Community Facilities Manager
Keri-Ann Little, Committee Secretary
Phil Brownie left at 7:36pm
Caroll Simcox
Sharron Binns
Steve Howes

OPENING:

The Chair welcomed everyone to the meeting.

APOLOGIES:

An apology was received from Alan Hayman.

PUBLIC FORUM:

The Chair invited public present to speak to the Community board.

Mrs Binns advised the Community Board the Tekapo Business Forum had now formed with approximately 30 people attending the first meeting. She said the establishment of a Facebook page will be used as a vehicle to help link businesses with enquires to the Community Board and Council. She noted the next meeting will be held on the 6th of October 2016 and extended an invitation to all business owners and staff to attend.

VISITOR:

The Chair welcomed Mr Brownie and Mrs Simcox to the meeting.

Mr Brownie said he met with Council representatives late last year to discuss the matter of growth in tourism. He said he now felt it appropriate to update the Community board with new developments.

Mr Brownie spoke to his report on page 28 and 29 of the agenda.

Mr Brownie noted the current Church carpark is Council land and requests that the section of land be reserved for non-development in the future. He said the Church would like a proactive approach to securing the land for the future and to work with Council in achieving this. He said Opus had been engaged to assist in the production plans of the road usage allowing the Church to submit plans to Council.

Mrs Simcox added the experience is being devalued because of the amount of visitors and buses parking so close to the Church itself.

The Chair noted the Community Board had spoken about parking and public toilets on the Western side. He said there is discussion of carparking for the summer and toilets at the footbridge. He agreed that keeping parking away from the Church was favourable.

Mr Nixon said the planned toilets will be delivered in November, the Tekapo Community Board had engaged an experienced Urban Designer and Architect. The Architect will report to Council with ideas. He added the Abbey Consultants will also report to Council with a traffic management assessment and plan which will include the area around the Church.

Mr Barnett said he will follow up the Abbey report and suggested Abbey Consultants include discussions with the Church of the Good Shepherd Committee.

Cr Cox asked if there could be a reduction in carparks to take pressure of the Church.

Mr Barnett said there is an agreement that the carpark is in the incorrect place, keeping the vehicles a good distance back from the Church is also agreed. He said management of the pedestrian traffic also needs to be assessed. He said once the information is gathered then Council and the Church Committee can meet to discuss challenges.

Mr Brownie highlighted the protection of the Church building and also pedestrian traffic is an ongoing concern. He said he is happy to attend meetings or meet with Consultants to discuss the Church's concerns.

Mr Brownie said for the short term he would like a boundary put in place back 4-5 metres from the Church. Mr Barnett said he would carry out investigations regarding this request and will follow up with Mr Brownie.

The Chair thanked Mr Brownie and Mrs Simcox for their attendance.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Tekapo Community Board held on 8 June 2016 be reconfirmed and adopted as the correct record of the meeting.

Stella Sweney/ Lyn Martin

Matters arising from the previous minutes:

Mr Nixon reported he had spoken to members of the Solar System project in terms of an update. He said Members of the project had advised they had received funding for their signs. He said he was speaking to Members of the project regarding the poles while working through the best options for plantings.

TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION:

1. Tekapo Plantation: Murray Place/Section A:

Mr Nixon advised Whitestone had now completed the clean-up. He reported process is slow regarding plantings.

2. Freedom Camping:

Mr Nixon noted that Council had adopted the new Freedom Camping Bylaw which excludes the Tekapo Township. He said new signage will be erected. He added Warden options are currently being explored.

3. Tekapo Squash Club:

Cr Cox reported he had drafted a report to the Community Board which will be included in the next meeting.

4. Town Projects:

1. Alps2Ocean Link between Tekapo and Canal Road: Mr Nixon reported that the road marking is complete.
2. Upgrade of Hamilton Drive - dump station requires securing.
3. Walkway lights repaired.
4. Lakeside Drive: Mr Nixon noted the final plan will be distributed to the Community board. Cr Cox asked Mr Barnett to highlight access and traffic management plan with the resource consent application.
5. Tekapo Development Projects List: Mr Barnett outlined a scope of projects list recently confirmed at the Finance Committee meeting:
Funding Effectively Confirmed For:
 - a. Funding for domain finishing
 - b. Public Green
 - c. Landscaping within viewing shafts – on the agenda
 - d. Surfacing of old mini golf site
 - e. Boat Ramp access from Lakeside Drive*Recommended:*
 - f. Playground be funded by the Land Subdivision Reserve*Remaining Projects:*
 - g. East and Western Carparks
 - h. Long Vehicle Overflow Carpark

5. Tekapo Domain Playground:

The Community Board expressed agreed that equipment currently in storage be installed at the Playground site. Mr Nixon will outline a concept plan for approval.

6. 60Km Speed Limit Extension: Mr Barnett received feedback from NZTA. He said NZTA are looking at speed restrictions on a wider scale.

7. Civil Defence:

Mr Nixon said he and Ms Morrison had met with the Emergency Event Team which was very beneficial. Ms Morrison will supply a Civil Defence update to the Community board.

8. Tekapo Footbridge:

The Chair reported warning signs had been put in place on frosty mornings. He noted two lights from the Footbridge are not currently working.

9. Solar System Project:

Mr Nixon reported he had spoken to members of the Solar System project in terms of an update. Members of the project advised they had received funding for their signs. He said he was speaking to Members of the project regarding the poles while working through the best options for plantings.

10. Public Toilets: 4 April 2016

Mr Nixon noted delivery of the public toilets will take place on 4 November 2016.

11. Hall Signage: 8 June 2016

Mr Nixon reported due to weather conditions lighting installation could not take place and hall signage is being prepared.

12. Drone Flying: 26 August 2016

The Community board suggested contacting the CAA regarding Tekapo and drone flying. Mr Barnett agreed and said he was happy to carry this out.

PROJECTS BUDGET:

Mr Nixon reported there were no significant changes.

REPORTS:

FINANCIAL REPORT:

This report was the financial report for the Community Board for the period to May 2016, to update board members on the financial performance of the Tekapo Community Board for that period.

Resolved that the report be received.

Cr Cox/ Stella Sweney

Mr Nixon spoke to the financial report.

Mr Nixon reported the new rubbish bins had been installed for two weeks. He said there is a cable missing at present and the Contractors are working through the reports received. He said data received from the reports is showing that the bins are being checked regularly resulting in the system being used effectively.

The Chair said he had been approached by the local Policeman regarding the installation of video surveillance in Tekapo Township. Mr Nixon said yes this is an option. The Chair suggested discussion at the next Community Board meeting.

THE FLYING OF UNMANNED AIRCRAFT (DRONES):

The purpose of this report from Aaron Hakkaart, Planner District Plan Review was for the Community Boards information regarding the rules and regulations that surround the flying of unmanned aircraft (drones) within the Mackenzie District.

Ms Sweney said that Tim Rayward had contacted her regarding drones flying around the Tekapo Township. She said she is concerned about drones flying around the Church of Good Shepherd. Ms Sweney asked how it can be policed.

Mr Barnett confirmed the CAA is responsible in relation to any breaches of the rules.

The Community Board suggested contacting the CAA regarding Tekapo and drone flying. Mr Barnett agreed and he said he was happy to carry this out.

Resolved:

1. That the report be received.

Lyn Martin/ Cr Cox

WARD MEMBER'S REPORT:

Cr Cox reported he attended the Local Government Conference. He said an issue raised was the Local Government Act amendment bill and there will be more information released. He noted Plan Change 5 hearings had commenced today and the process will continue for 2 months. He reported that the Water Zone Committee had been investigating issues regarding water monitoring. He said the District Plan review is ongoing and consultation with different groups will begin in October/November to gain feedback.

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

Cr Cox reported that the Regional Park is investigating the linking of tracks with markers and DoC are reviewing the "you are here" signs. This will include signs on Council land which will include pricings and discussion with Council.

The Chair informed the Board that the Footbridge are holding a final meeting and AGM in October 2016.

The Chair reported the Whitewater Trust timetable for the new season is being developed and the next working bee is during the week of 15 September 2016.

Mrs Martin advised there is a Promotions meeting this Thursday night and the AGM will be held on 15 September 2016. Mrs Martin added an update to the website is underway.

GENERAL BUSINESS:

CENTRE AREA PLAN:

The purpose of this report from Mr Nixon was for the Tekapo Community Board to confirm their support for the proposal as discussed at their earlier workshop.

Mr Nixon said he is requesting the Community Board confirm their support for the proposal.

Mr Nixon spoke to the plans distributed.

Resolved:

1. That the report be received.

Cr Cox / Stella Sweney

2. That the Tekapo Community Board confirm their support for the proposal as submitted.
3. That the Community Facilities Manager consult with the effected neighbours to seek support for the proposal.

Lyn Martin/ Cr Cox

COMMUNITY CENTRE KITCHEN REQUEST:

The Chair reported he had received a request from Jane Staley, Tekapo Weddings and Events for usage of the Tekapo Community Hall Kitchen for a few hours the evening of the 10th of September 2016 to base themselves and wash dishes for the Ian Simpson fundraiser.

The Chair stated a grant had already been granted for the use of chairs and tables and in addition to that request Mrs Staley is also requesting the use of the Kitchen.

Resolved:

1. That the Tekapo Community Board extend their previous grant to Mrs Staley on behalf of the Ian Simpson Fundraiser to include Kitchen hire.

Stella Sweney/ Cr Cox

NEXT MEETING:

The next meeting for the Tekapo Community Board will be held on Monday 19 September 2016 at 7pm in the Tekapo Community Hall Lounge.

**THERE BEING NO FURTHER BUSINESS
THE CHAIR DECLARED THE MEETING CLOSED AT 8:58PM**

CHAIR: _____

DATE: _____

**MACKENZIE DISTRICT COUNCIL
MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD
IN THE MACKENZIE COUNCIL CHAMBERS, FAIRLIE, ON
TUESDAY 30 AUGUST 2016, AT 10:50AM**

PRESENT:

Claire Barlow (Mayor)
Cr Graham Smith (Chair)
Cr Murray Cox
Cr James Leslie
Cr Russell Armstrong
Cr Noel Jackson left at 11:50am
Cr Evan Williams

IN ATTENDANCE:

Wayne Barnett, Chief Executive Officer
Paul Morris, Finance Manager
Garth Nixon, Community Facilities Manager 11:39am
Keri-Ann Little, Committee Secretary
Daisy Hudson, Timaru Herald left at 11:11am
Anne Munro, Council Candidate

APOLOGIES:

There were no apologies.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved: that the minutes of the meeting of the Finance Committee held on 19 July 2016, be confirmed and adopted as the correct record of the meeting, including such parts as were taken with public excluded.

Cr Armstrong/ Cr Leslie

REPORTS:

FINANCIAL ACTIVITY REPORT FOR THE PERIOD ENDING JUNE 2016:

Mr Morris provided the financial report for Council for the period ending June 2016.

Mr Morris spoke to the report.

Mr Morris noted the contractual agreement with Hurunui District Council providing Information Technology Services had proved to be very beneficial. He said collaboration is working well.

The Chair noted a good result regarding Rooding.

Mr Morris noted investigative work was required to identify rubbish disposal and person(s) generating the waste and therefore is the correct user being charged.

Mr Morris noted Community Facilities administration expenses were over budgeted as the rates for the Twizel Medical Centre was unbudgeted for and the insurance premium for the Fairlie Pensioner Housing and Twizel Pensioner Housing had increased.

Mr Morris reported that the Tekapo Development land sales had not been included in commercial activities.

Mr Morris noted Forestry Valuation had increased.

Cr Smith thanked Mr Morris for his financial report.

Resolved that the report be received.

Mayor/ Cr Williams

2016 RATEPAYERS OPINION SUREVEY:

The purpose of this report from the Chief Financial Officer was to present the 2016 Mackenzie District Council Ratepayers Opinion Survey – Cinta to Council.

Mr Barnett said the survey does provide some feedback and invites Council to consider several important issues.

Cr Smith said the area of dissatisfaction regarding public toilets is a concern.

Mr Barnett said there are areas that are requiring improvement. He noted the increased media profile regarding public toilets can affect feedback.

The Mayor suggested Council could investigate alternative methods to gain feedback possibly a cheaper option.

Resolved:

1. That the report be received.

Cr Jackson/ Mayor

ALPINE ENERGY LTD ANNUAL REPORT 31 MARCH 2016:

The purpose of this report from the Chief Financial Officer was to brief Council on the results for Alpine Energy Ltd full year to 31 March 2016.

Mr Morris spoke to the results reported.

Resolved: that the report be received and the contents noted.

Cr Williams/ Mayor

FUNDING REQUEST LAKE ALEXANDRINA:

The purpose of this report from the Community Facilities Manager was for Council to consider requests from Lake Alexandrina South End Hut Holders.

Mr Nixon spoke to the report.

The Mayor asked if a management plan for the whole Lake Alexandrina Reserve had been established. Mr Barnett confirmed a management plan was being discussed and a consultant being engaged. Mr Nixon added a policy is in place.

The Mayor suggested the policy be reviewed.

Cr Smith confirmed a management plan be funded from the Reserve funds. He noted that the reserve fund was set up to also assist and service other reserves.

Mr Nixon confirmed the first request was received last year regarding the sealing of the South End access road but the works were not included in the roading work programme.

Resolved:

1. That the report be received.

Cr Jackson/ Cr Armstrong

2. Council establish a working group made up of representatives from Council, Middle and Southern Hut groups to determine and agree on future projects for inclusion in the annual or long term plans.

Cr Leslie/ Cr Williams

3. The Finance Committee approve the estimated \$70,000.00 unbudgeted expenditure to seal approximately 300m of the Lake Alexandrina South End access road from the camp 300 metres back. Subject to sign off from hut holder groups.

Chair/ Cr Leslie

4. That the Finance Committee approve a \$15,000 grant toward the Lake Alexandrina Conservation Trusts Project. Be approved subject to sign off from hut holders groups.

Chair/ Cr Armstrong

Cr Cox voted against the motion

Mr Morris said to remove the Long Term Plan (LTP) from the policy would be an error. He added Council should possibly be planning in advance as the LTP is Council's main planning document. Mr Morris suggested the removal of recommendation 5.

Mr Nixon said he agreed with Mr Morris.

The Mayor added that the policy should be amended to refer to a Long Term Management Plan and feed into the Long Term planning process.

Mr Barnett said there is instruction for Council to proceed with a management plan. He noted he agreed with recommendation 5 being removed.

The Chair noted the Conservation Trust does report to Council regarding funds spent.

5. Council amend the current policy (item 3) by removing the Long Term Plan requirement and replacing with projects being included in the annual plan.

Recommendation removed.

MACKENZIE HIGHLAND PIPE BAND GRANT REQUEST:

The purpose of this report from Mr Nixon was for the Finance Committee to consider the request for financial assistance regarding expenses from the Mackenzie Highland Pipe Band.

Mr Nixon said he had received a completed grant application form from the Pipe Band.

Mr Nixon spoke to the report.

Cr Leslie questioned if the grant should be tabled at Community board level. Mr Nixon replied the Pipe Band is a District wide organisation.

Cr Smith said the Pipeband is well known and recognised organisation and fitting that the Mackenzie had a Pipeband.

The Mayor said she noted in the grant application a request for uniforms and tuition. She asked if this would set a precedent for other clubs who do pay for their own uniforms and tuition. She asked if it was appropriate for the grant to cover travel expenses only.

Mr Nixon asked the Committee for feedback regarding the grants criteria and how the Pipeband fitted into this criteria. He noted the accounts information is outstanding.

Cr Armstrong said it is a good organisation to supply ongoing support. He added it may be hard for the Pipeband to receive funding.

Cr Smith noted this is the first time the Pipeband had applied for any financial assistance from Council.

Resolved: That Council fund \$2,000 to the Mackenzie Highland Pipeband from the grants budget.

Cr Armstrong/ Cr Williams

Resolved: that the report be received.

Cr Williams/ Cr Armstrong

The meeting adjourned at 12:12pm for lunch and reconvened at 12:36pm

PUBLIC EXCLUDED RESOLUTION:

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

1. Previous Minutes 19 July 2016
2. Alpine Energy Shareholders' Report
3. Sale and Purchase Agreement

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 Shareholders' Report	Commercial Sensitivity	48 (1)(a)(i)
Sale and Purchase Agreement	Commercial Sensitivity	48 (1)(a)(i)
Previous Minutes 19 July 2016	To protect a person privacy	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 Shareholders' Report and previous minutes 19 July 2016 and Sale and Purchase Agreement under section 7(2)(b)(ii).*

Mayor/ Cr Armstrong

THE CHAIR DECLARED THE MEETING CLOSED AT 1:16PM

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE ASSET AND SERVICES COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 30 AUGUST, 2016, AT 9:44AM

PRESENT:

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

IN ATTENDANCE:

Wayne Barnett, Chief Executive Officer
Bernie Haar, Asset Manager
Garth Nixon, Community Facilities Manager
Angie Taylor, Solid Waste Manager
Geoff Horler, Utilities Manager
Keri-Ann Little, Committee Secretary
Daisy Hudson, Timaru Herald
Anne Munro, Council Candidate

APOLOGIES:

There were no apologies.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Asset and Services Committee held on 19 July 2016 be adopted and confirmed as a correct record, including such parts that were taken with the public excluded.

Cr Williams/ Cr Smith

REPORTS:

1. ASSET MANAGERS REPORT:

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

Mr Horler spoke to the utilities report. He highlighted project updates and provided a budget breakdown.

Mr Horler thanked the Council for their foresight with the continued chlorination of the Twizel water supply.

Mr Horler thanked Cr Smith for his input regarding the Albury Water noncompliance issues. He was happy to report this problem was now resolved.

Mr Haar spoke to the Roothing report highlighting the proposed road closures.

Cr Smith asked if the road users are aware that if any damage caused will be required to be fixed and paid for by the users.

Mr Haar confirmed that anything in regards to damage to roads must be repaired.

The Mayor suggested angle parking for Riddle Street.

Mr Haar reported Council had received acceptance of a verbal offer regarding the Roothing Manager vacancy.

Ms Taylor provided the Committee with an update regarding Solid Waste.

Resolved:

1. That the report be received.

Mayor/ Cr Cox

2. That the Asset Manager be delegated to consider any submissions received on the proposed road closures to allow both the Mackenzie Car Club and the Silver Fern Rally to run their respective events.

Mayor/ Cr Smith

The Mayor thanked for Asset Team for their reporting and thanked Cr Leslie for chairing the meetings.

The Chair thanked the Asset department for their last report to Council.

Mr Haar said he wanted to highlight the work the Council had completed, including collaborating budgets and upgrades. He added the Council had been a pleasure to work with.

2. MID-SOUTH CANTERBURY ROADING COLLABORATION:

The purpose of this report from the Chief Executive Officer was to seek approval to enter into an extended Memorandum of Understanding for collaboration on Roothing matters between Ashburton District Council, Mackenzie District Council, Timaru District Council and Waimate District Council.

Mr Barnett added this is a continuation with the relationship with the other three Councils and a continuation of a positive relationship. He said he thinks the relationship is positive and the benefit of the collaboration is growing. Mr Barnett noted a two year agreement is appropriate.

Cr Leslie noted the collaboration had worked very well.

Cr Smith said Council had to be flexible and all three Council's must remain focused.

The Mayor thanked staff for being so committed to the collaboration.

Resolved:

1. That the report be received.

Cr Williams/ Cr Cox

2. That the Chief Executive Officer be authorised to sign the Mid-South Canterbury Rooding Collaboration Memorandum of Understanding for a further two years on behalf of Mackenzie District Council.

Mayor/ Cr Smith

3. SOUTH CANTERBURY SPACES AND PLACES PLAN:

The purpose of this report from Mr Nixon was to follow up on Council's agreement to participate in the South Canterbury Spaces and Places Plan and to present and approve the project brief. Also to nominate a Council representative to the Steering Group and advise of staff representative to the Project Control Group.

Cr Smith said this maybe best left until after the elections to confirm elected members.

Resolved:

1. That the report be received.
2. That Council nominate a representative to sit on the Steering Group.
3. Project Steering Group has the mandate to make minor amendments to the Project Brief including the assessment criteria as required for the delivery of the project.
4. That the Spaces and Places Plan including the project brief and the criteria for assessment of priority projects be adopted for use in the Spaces and Places Plan.
5. That Council note the Community Facilities Manager, Garth Nixon will be the Council's representative on the Project.

Cr Cox/ Mayor

Mayor/ Cr Armstrong

The Mayor nominated Cr Leslie and Cr Smith seconded the nomination.

Cr Leslie was appointed as the Council representative.

4. TWIZEL EARLY LEARNING CENTRE REQUEST FOR LAND:

The purpose of this report from the Mr Nixon was for the Committee to consider the request from the Twizel Early Learning Centre to use REC A Zoned land on Glen Lyon Road, Twizel to build the new Twizel Early Learning Centre.

Mr Nixon spoke to the report.

The Mayor asked if the consultative process be included within the District Plan Review. Mr Barnett said he will enquire with Staff concerned.

Cr Williams asked what security would be given to the TELC.

Mr Nixon replied Council is providing a mechanism to use the land and had not discussed land security.

Cr Leslie said the TELC need to continue with raising funds and apply for funding and are finding this difficult without a site secured.

Cr Smith said leasing the land is a good option. He said Council could assist to gain consent for the land.

The Mayor asked if this goes ahead and through a public consultative process are there other properties that could go through with this land to assist with costs.

Resolved:

1. That the report be received.
2. Council should approve of the use of this land to establish a new TELC.
3. That the intention to use this land through a lease and be included in any interim special consultative procedure.
4. That the TELC meet all costs associated with the servicing lease and subdivision.
5. That the final lease be on a peppercorn basis.

Cr Armstrong/ Cr Williams

Mayor/ Cr Williams

PUBLIC EXCLUDED RESOLUTION:

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

1. Previous Minutes

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	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: *Previous Minutes 7(2)(b)(ii)*.

Cr Jackson/ Cr Cox

**THERE BEING NO FURTHER BUSINESS THE
CHAIRMAN DECLARED THE MEETING CLOSED AT 10:31pm**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TEKAPO PROPERTY GROUP HELD IN THE TEKAPO COMMUNITY HALL LOUNGE, LAKE TEKAPO ON TUESDAY, AUGUST 16, 2016, AT 1.03PM

PRESENT:

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

IN ATTENDANCE:

Wayne Barnett, Chief Executive Officer
 Paul Morris, Chief Financial Officer
 Garth Nixon, Community Facilities Manager
 Nathan Hole, Planning and Regulations Manager
 Keri-Ann Little, Committee Secretary
 Cr Noel Jackson, observing
 Cr James Leslie, observing
 Michael Burtscher from 1pm – 2pm

APOLOGIES:

An apology was received from the Mayor and Richie Smith.

DECLARATIONS OF INTEREST:

The Chair informed the Group that he had applied for the Senior Project Manager, Tekapo Development position. He said he had spoken with Mr Barnett regarding his current role as the Tekapo Property Group Chair and Mr Barnett had spoken with Local Government representatives regarding the Chair position and any conflict of interest that may arise. Mr Barnett was informed Cr Cox was okay to continue as Chair of the Tekapo Property Group.

MINUTES:

Resolved that the minutes of the meeting of the Tekapo Property Group held on Tuesday, 24 May, 2016, be confirmed and adopted as the correct record of the meeting.

Cr Smith/ Mayor

PUBLIC EXCLUDED:

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

1. Coldwater Group
2. Update on Lakeside Drive Development and Sale
3. Summary of Tekapo Development at Tekapo Lakefront
4. Simpson Lane Access Arrangements (to be distributed before meeting)
5. Previous minutes Tekapo Property Group, May 24, 2016.

**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 Tekapo Property Group, May 24, 2016	Commercial sensitivity	48(1)(a)(i)
Coldwater Group	Commercial sensitivity	48(1)(a)(i)
Update on Lakeside Drive Development and sale	Commercial sensitivity	48(1)(a)(i)
Summary of Development at Tekapo Lakefront	Commercial sensitivity	48(1)(a)(i)
Simpson Lane Access Arrangements (to be distributed before meeting)	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: *Previous minutes Tekapo Property Group, Coldwater Group, Update on Lakeside Drive Development and Sale, Summary of Development at Tekapo Lakefront and Simpson Lane Access Agreement under section 7(2)(i).*

Cr Smith/ Cr Armstrong

The property group resumed in open meeting.

REPORTS:

ZERMATT HOLDINGS CONCEPT PLANS:

The purpose of this report from the Chief Executive Officer was for the Tekapo Property Group to approve the Zermatt Holdings proposed development concept plans on Lot 7 of the Lake Development.

Mr Barnett noted that Karl Burtscher was invited to the meeting but was not available to attend.

Resolved:

1. That the report be received

Cr Armstrong/ Cr Smith

2. That the Tekapo Property Group recommends to Council that the Zermatt Holdings Proposed development concept plan be approved and clause 60 (b) of the Sale and Purchase Agreement be confirmed.

Cr Armstrong/ Cr Smith

LANDSCAPE PLAN FOR TEKAPO:

Mr Nixon presented the landscape plans for Lake Tekapo Village Centre to the property group with the assistance of an A3 colour handout. He added the plan had been driven by the Tekapo Community board. He spoke to the plans providing step by step explanations. He noted pricing in the \$250,000-\$400,000 range for completion of the project. He added from an economical point of view Council is confident the completed project will last and stay visually appealing.

Mr Nixon said he sees this as a Community Board project and asked for direction from the property group regarding the existing public toilet site being demolished and not replaced.

Mr Barnett said Council can remove the existing toilets and sell the section of land to the adjacent Landowner with the provision that the section cannot be built on or Council can agree to remove the toilets and Council retain ownership of the section of land. He recommended Council retain ownership, therefore making all decisions regarding the land.

Cr Smith said Council should negotiate with Christian Burtscher regarding the section of land adjacent to his section.

Mr Barnett said he will speak with Christian Burtscher regarding the public toilet site and section of land.

Resolved: That Council retain ownership of the existing public toilet site and recommend Mr Barnett speak to Christian Burtscher regarding negotiation to contributing to the landscaping of the land.

Cr Smith/ Cr Armstrong

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 3:24pm**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE PUKAKI AIRPORT BOARD HELD IN TWIZEL, ON WEDNESDAY 17 AUGUST 2016 AT 10:40AM.

PRESENT:

Derek Kirke (Chair)
Rick Ramsay
Cr James Leslie

IN ATTENDANCE:

Keri-Ann Little, Committee Clerk
Susan Allan, 11:07am

APOLOGIES:

There were no apologies.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

The minutes of the meeting of the Pukaki Airport Board held on 11 February 2016, be confirmed and adopted as the correct record of the meeting.

Chair/ Rick Ramsay

MATTERS ARISING:

1. **LANDING MONITORING:**
The Chair said no further action was required.
2. **QUARRY RESOURCE CONSENT:**
Mr Ramsay had nothing to report.
3. **IRRIGATION PROGRESS:**
The Chair had nothing new to report. Resource Consent submitted.
4. **PC 13 MERIDIAN/ COUNCIL:**
Cr Leslie reported Mr Barnett had responded to Meridian Energy.
5. **HELICOPTER LINE LANDINGS:**
The Chair had nothing new to report. He added the Helicopter Line had confirmed a longer term hanger lease, now for 6 years.

Mr Ramsay reported the toilets are now open for aviators via a lock box and code system. The Code is the Pukaki frequency of 1191.

6. CORPORATE JET:

The Chair said there was nothing new to report.

7. SKY DIVE ENQUIRY

The Chair reported he had received a Sky Dive enquiry.

8. FINANCIAL REPORT:

The Chair welcome Mrs Allan to the meeting.

Mrs Allan report she had settled all finances with Council and the bank account will be organised today.

Mrs Allan distributed a copy of accounts for the year ended 30 June 2016.

The Chair highlighted the deficit of \$6,000, he contributed this to reduction in landing fees from Helicopter Line and a timing issue with rent payments. He added the deficit would self-correct this year.

Mrs Allan services were forecasted at \$4,500 for 12 months and confirmed by the Chair.

The Chair noted Mrs Allan will now receive all rates notices.

The financial report for the nine months ending 31 March 2016 from Susan Allan was received.

	2016 June	2015
Revenue	\$32,387	\$38,569
Expenses	\$70,663	\$53,938
Operating surplus	-\$63,552	\$4,631

The Chair noted the Capital Account to 9 August 2016.

The Chair said all purchases are now registered for GST and all sales are zero rated for GST. Lawyer's confirmation will be sent to Council when received.

The Chair spoke to cash flow sheet for section sales at Pukaki Airport.

Mr Ramsay noted 11 sections are not sold including the 3 set aside. He said the price as advertised on trade me will be updated to all sections at \$100 per square metre.

Mrs Allan said she had spoken with Mrs Hurst and Mr Morris Chief Financial Officer, Mackenzie District Council regarding land sales requiring reporting. Mrs Allan will report back to the Committee if necessary.

The Committee agreed a press release would be drafted reporting the good success story of the Pukaki Airpark at present.

The Committee agreed bank statements would be electronic and computer payment with a schedule included. Directors fees will be signed by Mrs Allan, she will follow up with Dennis Connolly from ANZ and confirm with members via email.

Lawyers to follow up with part payments confirmed the Chair.

The Chair thanked Mrs Allan for her attendance and she left the meeting at 11:51am.

9. SALES UPDATE – POLICY FROM CURRENT TIME

Mr Ramsay said TRADE ME is an inexpensive tool to advertise and the sales map will need to be updated. Each enquiry will be discussed individually.

10. LEASE ENQUIRY

The Committee discussed the possibility of an existing owner vacating their site and selling the vacant site or the Pukaki Airport Board building another hanger with the condition of purchase from the enquirer.

11. INTERIM PAYMENT LOT 10 – LETTER TO HARRY DEVONISH

A copy of the letter was attached to the agenda. The Chair noted no response received to date.

Action: The Chair to phone Harry Devonish at least a month prior to any penalties be enforced.

Action: Cr Leslie speak with Bernie Haar, Asset Manager to clarify what may be outstanding regarding vesting Airport assets with the MDC.

12. DISTRICT PLAN – FURTHER ISSUES

Nothing further received.

13. IAOPA VISIT TO QUEENSTOWN 25-30 MARCH 2018

Cr Leslie invited discussion regarding an international event and promotion of the Airport. Suggestion was made to waiver landing fees. Cr Leslie will contact IAOPA and Warbirds organisers informing them of the zero landing fees for members from 25-30 March 2018.

14. TAXI-WAY RESEAL AND RUNWAY AND TAXI-WAY EXTENSION

Cr Leslie will notify Mr Haar regarding funds proceeding for the Taxi-Way reseal. The Chair confirmed an approach made by a business to carry out the planning work will be accepted.

THE CHAIR DECLARED THE MEETING CLOSED AT 12:34PM

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE MACKENZIE DISTRICT COUNCIL HELD AT THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY AUGUST 2, 2016, AT 9:33AM

PRESENT:

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

IN ATTENDANCE:

Wayne Barnett, Chief Executive
Paul Morris, Chief Financial Officer
Garth Nixon, Community Facilities Manager 9:34am -
Bernie Haar, Asset Manager from
Nathan Hole, Manager Planning and Regulations from
Toni Morrison, Policy and Administration Manager from
Pauline Jackson, Revenue Officer 9:34am -
Keri-Ann Little, Committee Secretary
Daisy Hudson, Timaru Herald Reporter left the meeting at
Anne Munro, Member of the Public left at 10:37am

1. OPENING:

The Mayor welcomed everyone to the meeting.

1. APOLOGIES:

Resolved: that an apology be received from Councillor Evan Williams.

Mayor/ Cr Jackson

2. VISITORS:

11:30am Kevin Collier and Shaun Campbell, South Canterbury Spaces and Places Plan, Sport Canterbury.

3. DECLARATIONS OF INTEREST:

There were no declarations of interest.

4. BEREAVEMENTS:

The Mayor noted the following bereavements:

- Florence May Morrison
- Russell Braddock
- Carolyn O'Connor
- Ralph Lane
- May Holden

A moment of silence was observed.

5. MAYOR'S ACTIVITIES REPORT:

This was the report of the Mayor's activity from 23 June 2016 to 28 July 2016.

The Mayor reported she attended the Wilding Tree Charitable Trust meeting as a settler of the trust and to assist in legal documentation sign off. She said the Mackenzie District Council undertake a convener role within the Trust but invited all Councillors to attend meetings if they wish.

Resolved that the report be received.

Cr Cox/ Cr Smith

CHIEF EXECUTIVE'S ACTIVITIES REPORT:

This was the report of the Chief Executive's activities from 22 June 2016 to 29 July 2016.

Cr Leslie referred to the meeting on 8 July where the Mr Barnett meet with a Pukaki Resident regarding potential Council surplus land.

Mr Barnett said the land is Council owned and situated on the Western side of Lake Tekapo at the turn off to Lake McGregor.

Resolved that the report be received.

Cr Jackson/ Cr Leslie

6. REPORTS:

The meeting adjourned for a workshop regarding report number 9, Review of Financial Assistance for Community Organisations

The meeting adjourned at 9:43am and reconvened at 10:30am.

8. REVIEW OF FINANCIAL ASSISTANCE FOR COMMUNITY ORGANISATIONS:

The purpose of this report from the Chief Financial Officer was for Council to decide, after discussing at a workshop, whether it wishes to formally review its financial assistance for community organisations.

The Mayor welcomed Bruce Anderson to the meeting.

The Mayor stated the item had been workshop and asked Mr Morris to speak to the powerpoint presentation for the benefit of the public.

Mr Morris spoke to the powerpoint presentation covering the following:

- Why do we provide Financial assistance
- Current Policy, grants policy, rates remission and revenue and financing policy. We have a requirement to fund works and the main source of funds come from rates – someone has to pay.
- Current Policy implemented
- Mr Morris highlighted questions council should ask itself:
 - Should rates remission apply to organisations that have ability to earn other sources of income
 - Is Council seen as supporting Clubs over businesses that provide the same service

- What is the rates impact on all other ratepayers and is the rate paying base subsidizing some Clubs
- Should the review just cover rates or should the review look at all the charges Council levies to Clubs or non-profit organisations
- What the legislative framework – Local Government Act and Policy may be amended after taking into account sec 82 principles of consultation
- What does each policy tell us
- What about other clubs – is our level of charging too high for some users need to be considered. Important to note are we encouraging community participation.

The Mayor clarified Council discussion.

Cr Smith said he had been approached by two clubs in Fairlie regarding their rates demands and recognises the public good these clubs had in the Community, he said they raise all funds and everything is voluntary resulting in assets used by the whole community. He said the clubs hold liquor licences but do not benefit financially. He added that because of what these two clubs contribute to the Community the Council should support them. He noted that the users of the Fairlie Bowls club are members on a fixed income and cannot afford for subscriptions and bar prices to be raised to fund rates accounts. He said Council should fund the rates from another rating source to support the funding of the clubs.

Cr Cox asked if the policy is flawed or is it a matter of providing the community boards with more grant money to aid in making the decisions locally. He said the Community Boards could then assess the value of the application to the community and decide how much the community should contribute financially.

The Mayor agreed and said it would not require a policy change.

Mr Morris said the rates remission policy excluded liquor licencing premises. He said the Mackenzie Rugby Football Club is a District wide organisation not just a Fairlie Club.

Cr Leslie said as soon as Council start exempting clubs you create complexity. He said he would rather address this through the grants policy and provide Community boards more power and autonomy.

Cr Smith noted a District wide rate or general rate increase would be required to fund the grants.

The Mayor expressed concern regarding the Rural sector's displeasure with a general rate.

Mr Barnett asked if this was administratively sufficient. He said he is concerned Council does not know the scope of the problem and is only reacting to two cases resulting in a lot of extra work for Community boards.

Cr Cox said leaving the decision to Community boards regarding the grants process is creating an administrative nightmare, a transparent process is required.

Cr Leslie suggested the process could be streamlined to once a year.

Cr Jackson noted difficulty could be experience regarding liquor licencing and clubs who had more favourable finances being declined.

Mr Nixon said there had been a recommendation from the Fairlie Community board to review the grants policy.

Resolved:

1. That the report be received.

Cr Armstrong/ Cr Jackson

2. That Council instruct staff to review Council's policy and provision of financial assistance for community organisations which will include a review of Revenue and Financing Policy, Rates Remission Policy and Grants Policy.

Cr Smith/ Cr Jackson

Cr Leslie and Cr Armstrong voted against the motion.

The meeting adjourned for morning tea at 10:20am and reconvened at 10:44am.

6. REPORTS:

1. COLD WATER PROPERTIES LTD CONCEPT PLANS FOR TEKAPO DEVELOPMENT:

The purpose of this report from the Chief Executive was for Council to approve the Coldwater Properties Ltd proposed development concept plans on Lot 6 of the Lakefront Development.

Cr Cox asked if the Council need to discuss the plans with Mr Burtscher regarding his view of what the impact the new development will have highlighting car parking and public toilets and where Mr Burtscher's plans sit in relation to those services.

The Council asked Mr Barnett why Mr Burtscher was not invited to attend today's meeting, Mr Barnett said that he believed he had been but that there has been a breakdown of communication.

Cr Jackson highlighted the cash in lieu of carpark policy and Mr Barnett relied that this is a District Plan requirement not a sale and purchase requirement

Cr Jackson noted that Developers are required to supply a certain number of carpark but instead pay the cash in lieu so Developers then aren't required to provide car parking the over flow will then be felt in Council's parking areas

Cr Smith noted the parking study being initiated will answer those questions.

Cr Leslie said this will allow flexibility by Council further down the Development process.

The Council agreed to approve the plans in principle but that Coldwater Properties Ltd Concept Plans be tabled at the Tekapo Property Group meeting on 16 of August 2016, Mr Burtscher would be invited to attend and present his plans and to discuss any concerns he or Council have regarding the Development.

The Mayor extend invitation to all Councillors to attend the Tekapo Property Group meeting to be held on 16 August 2016 at 1pm at the Tekapo Community Hall Lounge, Lake Tekapo.

Resolved:

1. That the report be received.

Cr Armstrong/ Cr Jackson

2. That Council grant approval of the concept plans for Coldwater Properties Ltd proposed development, as per clause 57 of the Sale and Purchase Agreement.

Cr Cox/ Cr Smith

3. SOUTH CANTERBURY SPACES AND PLACES PLAN:

This report from the Community Facilities Manager was to seek Council funding and support for the Spaces and Places Strategy for South Canterbury. Mr Nixon said Sport Canterbury presented to the South Canterbury Mayors and Council Community Services and Parks Managers on 16 June 2016. The purpose of the presentation was to seek a contribution of \$5,000 from both the Mackenzie District Council and Waimate District Council in addition to the \$15,000 that Timaru District Council had already committed.

Attached to the report was the South Canterbury Spaces and Places Plan of 9 June 2016 made to the South Canterbury Mayors.

The Mayor welcomed Kevin Hellier and Shaun Campbell to the meeting.

Mr Hellier spoke to the powerpoint presentation assisted by a presentation handout.

Cr Cox asked if the plan will identify opportunities for sporting activities. He continued to note that having a study conducted like this can restrict smaller areas from trying to supply facilities.

Mr Campbell said the study will identify what is currently available and what is required in the background. The study provides local needs assessment and what level is appropriate for community interest. He added he had a feel for the size and scope of costings from experience and assessed what was financially realistic.

Cr Leslie said he supports the plan being a plan and not a commitment and an area of interest to our community, he said it is important to find activities for our population to keep them healthy. He said collaboration is important to show that the Mackenzie District Council is part of the wider community and contributes.

Cr Jackson noted Mackenzie District residents are required to travel to the main centres for sports and cannot see how it will benefit the Mackenzie District.

The Mayor said the investment will provide information when changing use or upgrading facilities while also determining with this information what the need is and the best purpose for a particular building.

Mr Morris said the contribution could be sourced by Land Subdivisions.

The Mayor confirmed the \$5,000 is a one off contribution.

Resolved:

1. That the report be received.

Cr Armstrong/ Cr Leslie

2. That the Council contribute \$5,000.00 as their share of the cost associated with the South Canterbury Spaces and Places Plan.

Cr Leslie/ Cr Armstrong

4. SPORT SOUTH CANTERBURY ANNUAL REPORT:

The purpose of this report from the Community Facilities Manager was to provide Council with a copy of the Sport South Canterbury Annual Report.

Resolved:

1. That the report be received.

Cr Armstrong/ Cr Jackson

The Mayor said she was pleased to see how much is being offered in the Mackenzie District.

6. TWIZEL COMMUNITY CARE TRUST ANNUAL REPORT:

The purpose of this report from the Community Facilities Manager was to provide Council with a copy of the Twizel Community Care Trust's Annual Report.

The Mayor congratulated Debbie Strathern, Office Manager on her report, adding the report is very comprehensive.

Cr Leslie noted Ms Strathern is leaving Twizel. He said he had spoken to Ms Strathern regarding the video conference facility and believed this was a security issue, regarding confidentiality.

The Mayor noted the hardship effecting the elderly and the great service provided to the Twizel Community and asked how Council can help regarding video conferencing.

Cr Smith said the huge increase in client contact over the last two years indicates there is a real need.

The Mayor would like to write a letter of thanks to Debbie Strathern and volunteers congratulating all on their excellent work they had completed in Twizel.

Cr Leslie noted the District is not considered as a high deprived area.

Cr Smith said there is a need in Twizel and Fairlie.

Resolved:

1. That the report be received.

Cr Smith/ Cr Cox

Council adjourned at 12:08pm and reconvened at 12:45pm

5. PUKAKI AIRPORT COMMITTEE:

The purpose of this report from the Chief Executive was to allow Council to consider the remuneration levels for Pukaki Airport members and to allow Council to consider extending delegation levels to allow the Pukaki Airport Committee to authorise land transfer documentation.

The Mayor took the report as read and asked for any questions.

Mr Barnett noted the figure of \$20,000 was not precisely correct, it should be amended to read \$20,000 for the Chair and \$18,500.00 for the remaining members.

Cr Smith said the previous remuneration was set on the revenue. He said he notes the Committee had allowed for \$40,000.00 and there is speculation of another director. He said he believes the increase is justifiable but a cap on payment would be reasonable.

Mr Barnett the figures of 20,000 not precisely correct the Chair was 20,500 and other members 18,500.00 different to what reflected in the report.

Cr Smith said the original remuneration was set on what the board was making. I see by their accounts he has allowed for 40,000 when there is talk of another director. He said he feels capping the payment and then the board distributing the funds between themselves.

Cr Leslie said another member had been discussed. He noted the members are not directors but Committee members.

Mr Barnett said that clarification is required relating to the structure of the Committee regarding governance. He said he will review and widen his recommendation and report back to the Council.

Cr Jackson asked for legal advice to be obtained. Mr Barnett said he will seek advice and include this in his report.

Resolved:

1. That the report be received.

Cr Armstrong/ Cr Smith

2. That the Council instruct the Chief Executive to report to Council in relation to suitable mechanisms which enable Committee members to assume the fullest possible authority in relation to the execution of land sales at the Pukaki Airport, governance structure and remuneration recommendations.

Mayor/ Cr Cox

6. ALPS 2 OCEAN CYCLE TRAIL JOINT COMMITTEE:

The purpose of this report from the Manager of Projects and Administration and Community Facilities Manager was to obtain the Council's approval to enter into an arrangement to form the Alps 2 Ocean Cycle Trail joint committee and approve its Terms of Reference.

Mr Barnett spoke to the report.

The Mayor said she is comfortable with what is proposed. Cr Smith agreed, stating that this is a good agreement and successful in bringing both Districts together.

Resolved:

1. That the report be received.

Cr Smith/ Cr Jackson

2. That the Alps 2 Ocean Cycle Trail Joint Committee be constituted to monitor the joint venture construction project and to look after the two Council's (Mackenzie District Council (MDC) and Waitaki District Council (WDC)) interests in the Trail management on an ongoing basis.

3. That the attached Agreement and Terms of Reference for the Alps 2 Ocean Cycle Trail Joint Committee be approved.
4. That the Mayor signs the Alps 2 Ocean Cycle Trail Joint Committee agreement on behalf of Mackenzie District Council.
5. That the Alps 2 Ocean Cycle Trail Joint Committee is not discharged following the triennial general election and continues to operate in accordance with the Agreement and Terms of Reference for that Committee.

Cr Leslie/ Cr Armstrong

11. RATES RESOLUTION:

The purpose of this report from the Chief Financial Officer is to meet the requirements of Section 23 (1) and Section 24 of the Local Government (Rating) Act 2002 which requires that rates must be set by resolution.

Mr Morris said Council Lawyers had not looked at this as this reflects year one of the Long Term Plan.

Mr Morris noted the Manuka Terrace water rate is set at 0 to act as a place holder and that the Twizel improvement rate contributes to the cost of the Town square.

Mr Morris noted the roading rate is the same for everybody in terms of a fixed charge and capital value charge. He added there is a capital value component but everyone pays a fixed charge.

Resolved:

1. That the report be received.

Cr Smith/ Cr Armstrong

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 2016 and ending on 30 June 2017 and sets the due dates for the payment of the rates.

Cr Smith/ Cr Armstrong

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 \$0.0098232 per dollar (GST inclusive) of Capital Value
- Ohau A A rate of \$0.0011385 per dollar (GST inclusive) of Capital Value
- Tekapo B A rate of \$0.0017234 per dollar (GST inclusive) of Capital Value
- All other properties A rate of \$0.0008470 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 \$25.21 (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 \$35.77 (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 \$0.0011773 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 \$51.11 (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 \$0.0021195 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 \$192.13 (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 \$0.0007859 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 \$135.18 (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 \$0.0000073 per dollar of capital value (GST inclusive) on every rating unit in the rural community.
- Tekapo A
A rate of \$0.0000634 per dollar of capital value (GST inclusive) on every rating unit in the rural Community.

- Tekapo B
A rate of \$0.0000111 per dollar of capital value (GST inclusive) on every rating unit in the rural community.
- All other rural properties
A rate of \$0.0000024 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 95% of the targeted rate requirement, and
- b) Ohau A
20% of the 5% balance of the targeted rate requirement
- c) Tekapo A
20% of the 5% balance of the targeted rate requirement
- c) Tekapo B
20% of the 5% balance of the targeted rate requirement
- d) All other rural properties
40% of the 5% 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 \$32.86 (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 \$8.21 (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 \$167.60 (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 \$41.90 (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 \$91.19 (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 \$214.61 (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 \$305.81 (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 \$235.00 (GST inclusive) per unit of water supplied to every rating unit serviced by the Allandale Rural water supply.
- A fixed amount of \$77.90 (GST inclusive) per unit of water supplied to every rating unit serviced by the Spur Road Rural water supply.
- A fixed amount of \$148.00 (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 \$3.76 (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 \$370.00. (GST inclusive) per rating unit serviced by the Downlands water supply area in the Mackenzie District.
- A fixed amount of \$0.00 (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 \$37.28 (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 \$119.45 (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 \$0.0023809 per dollar (GST inclusive) of Capital Value.
- Ohau A
A rate of \$0.0002759 per dollar (GST inclusive) of Capital Value.
- Tekapo B.
A rate of \$0.0004177 per dollar (GST inclusive) of Capital Value.
- All other district properties
A rate of \$0.0002089 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 \$278.68 (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 \$59.23 (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 \$5.77 (GST inclusive) per separately used and inhabited part (SUIP) of a rating unit on every rating unit situated in the Mackenzie District.
- A rate of \$0.0006008 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 \$0.0011889 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 \$0.0005944 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 \$0.0001230 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 \$24.82 (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 \$81.00 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 23.55%.

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)

- Tekapo A
- Ohau A
- 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
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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 all other ratepayers 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 2016
Two	20 December 2016
Three	20 March 2017
Four	20 June 2017

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 charge of 10 per cent of the amount of any instalment that has been assessed after 1 July 2016 and which is unpaid after the due dates being
 - 22 September 2016
 - 22 December 2016
 - 22 March 2017
 - 22 June 2017
- A charge of 10 per cent on so much of any rates levied before 1 July 2016 which remain unpaid on 2 August 2016.
- A charge of 10 per cent on any rates to which a penalty has been added under (b) if the rates remain unpaid on 2 February 2017

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.

PUBLIC EXCLUDED RESOLUTION:

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

1. Sale of Various Pieces of Land in Tekapo and Twizel
2. Sale of Lots 1 & 2 Geraldine Fairlie Highway
3. Public Excluded Twizel Community Board Minutes 11 July 2016
4. Public Excluded Finance Committee Minutes 19 July 2016
5. Public Excluded Asset and Services Committee Minutes 19 July 20136
6. Public Excluded Council Minutes 21 June 2016

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 Various Pieces of Land in Tekapo and Twizel	Commercial Sensitivity	48(1)(a)(i)
Sale of Lots 1 & 2 Geraldine Fairlie Highway	Maintain Legal Privilege	48(1)(a)(i)
Public Excluded Finance Committee Minutes 19 July 2016	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Minutes Council Minutes 21 June 2016	Maintain Legal Privilege	48(1)(a)(i)
Public Excluded Minutes Asset and Services Committee 19 July 2016	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: *Public Excluded Asset and Services Committee Minutes 19 July 2016 and Public Excluded Finance Committee Minutes 19 July 2016, 7(2)(i); Public Excluded Council minutes 21 June 2016 and Sale of Lots 1 and 2 Geraldine Fairlie Highway 7(2)(g).*

Cr Cox/ Cr Armstrong

The Council continued in open meeting.

8. COMMUNITY BOARD RECOMMENDATIONS:

To consider the recommendations made by Community Boards.

Resolved:

1. That the report be received.

Cr Leslie/ Cr Cox

TWIZEL COMMUNITY BOARD:

2. That Council notes the following resolution regarding the Twizel Cancer Support Group:

Resolved: That the Twizel Community Board grant the Twizel Cancer Support Group \$1,000.00 for tree plantings along the Market Place Boundary and that Mr Nixon be involved with the project.

Russell Armstrong/ Pat Shuker

3. That Council notes the following resolution regarding the Twizel Football Club Grant request:

Resolved: That the Twizel Community Board grant the Twizel Football Club \$364.50.

Pat Shuker/ Cr Armstrong

4. That Council notes the following resolution regarding winter safety in Market Place:

Resolved: That the Twizel Community Board maintain the status quo and continue with matting, salt distribution and monitoring for the remainder of winter.

Chair/ Russell Armstrong

5. That Council notes the following resolution regarding placement of a sculpture in Market Place:

Resolved: That the Twizel Community Board support the placement of the plaque in the court yard opposite the Information Centre in Market Place and for Mr Ramsay to write a plaque to attach to the sculpture explaining its creation.

Cr Armstrong/ Chair

6. That Council notes the following resolution taken in Public Excluded regarding a request received to purchase Council land:

Resolved: That the Twizel Community Board refer this matter to its next meeting.

Chair/ Pat Shuker

FAIRLIE COMMUNITY BOARD:

1. That Council **notes** the following resolution regarding the Fairlie Community Centre Kitchen:

Resolved: that the Fairlie Community Board ask Mr Nixon to approach Chris Haugh regarding purchase of a fridge on wheels and investigate the purchase of a catering trolley for the Fairlie Community Centre Kitchen.

Les Blacklock/ Noel Jackson

9. RECEIVE COMMITTEE MINUTES:

Resolved that Council receive the minutes of the Planning and Regulation Committee meeting held on Tuesday 19 July 2016.

Resolved that Council receive the minutes of the Finance Committee meeting held Tuesday 19 July 2016, including such parts as were taken in public excluded.

Resolved that Council receive the minutes of the Asset and Services Committee meeting held Tuesday 19 July 2016, including such parts as were taken public excluded.

Cr Armstrong/ Cr Cox

10. CONFIRM COUNCIL MINUTES:

Resolved that Council confirms and adopts the minutes of the Mackenzie District Council meeting held on Tuesday 21 June 2016 as the correct record of the meeting, including those parts taken in public excluded.

Mayor/ Cr Armstrong

PUBLIC EXCLUDED RESOLUTION:

That Council resolve recommendations 3-5 in open meeting:

1. SALE OF VARIOUS PIECES OF LAND TEKPAO AND TWIZEL:

Resolved:

3. That the land described as Lot 5 DP 23244 Tekapo detailed in Appendix B attached to the agenda be deemed surplus to requirements and sold.
4. That the land as Lot 4 DP41692 detailed in Appendix C attached to the agenda be deemed surplus to requirements and sold.
5. That Council express its intention to include for rezoning land covered by Title Number CB31F/177 to Residential 1 zoning as part of the District Plan review process.

Cr Smith/ Cr Armstrong

THE MAYOR DECLARED THE MEETING CLOSED AT 1:45PM

MAYOR: _____

DATE: _____

Unconfirmed