



*463RD 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 2 August, 2016, at 9.30am.*

VENUE: Council Chambers, Fairlie

BUSINESS: As per the attached agenda.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER



MACKENZIE DISTRICT COUNCIL

Agenda for Tuesday 2 August, 2016, at 9.30am

1. OPENING AND APOLOGIES

2. VISITORS:

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

3. DECLARATIONS OF INTEREST

4. BEREAVEMENTS

5. MAYORS REPORT: 4

6. REPORTS:

1. Chief Executive's Officer General Activities Report	5
2. Coldwater Properties Ltd Concept Plans for Tekapo Development	7
3. Sport South Canterbury Annual Report	19
4. Sport South Canterbury Spaces & Places Plan	33
5. Twizel Community Care Annual Report	52
6. Pukaki Airport Committee	67
7. Alps 2 Ocean Cycle Trail Joint Committee	83
8. Rates Resolution Report	93
9. Review of Financial Assistance for Community Organisations	103

The Council meeting will adjourn for a workshop on report number 9, Review of Financial Assistance for Community Organisations.

7. PUBLIC EXCLUDED REPORTS:

1. Sale of Various Pieces of Land in Tekapo and Twizel	114
2. Sale of Lots 1 & 2 Geraldine Fairlie Highway	122

8. COMMUNITY BOARD RECOMMENDATIONS:

1. Community Board Recommendations Report	104
2. Public Excluded Minutes of the Twizel Community Board 11 July 2016	144
3. Minutes of the Fairlie Community Board 18 July 2016	106

9. RECEIVE COMMITTEE MINUTES:

Resolve that Council receive the minutes of the following committees:

1. Public Excluded Finance Committee Minutes 19 July 2016	151
2. Public Excluded Asset and Services Committee Minutes 19 July 2016	157
3. Planning and Regulation Committee Minutes 19 July 2016	111

10. CONFIRM COUNCIL MINUTES:

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

163

11. ADJOURNMENTS:

10.00am 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. 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 2016
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).*

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: MAYORAL GENERAL ACTIVITIES REPORT

MEETING DATE: 2 AUGUST 2016

REF: PAD 2/3

FROM: MAYOR

ACTIVITIES:

23 June 2016 – Had Chief Executive Performance meeting. Attended Canterbury Regional Economic Strategy meeting in Rolleston. In evening attended the Canterbury Mayoral Forum dinner.

28 June 2016 – Attended the Transportation Workshop in Fairlie.

30 June 2016 – Attended Audit New Zealand reporting workshop in Christchurch.

1 July 2016 – Met with CCT representatives. In evening participated in Panel Discussion in Timaru as part of Canterbury Leadership Discussion.

12 July 2016 – In evening attended the Candidate Information evening in Twizel.

13 July 2016 – Attended the Candidate Information evening in Tekapo.

14 July 2016 – Attended Wilding Tree Charitable Trust meeting in Twizel. Attended the Candidate Information evening in Fairlie.

19 July 2016 – Attended Committee meetings.

20 July 2016 – Spoke on Port FM radio show. Attended Investment Workshop. Met with Environment Canterbury Commissioners and Chief Executive. Attended DLC Hearing at Timaru District Council.

24-26 July 2016 – LGNZ conference at Dunedin.

27 July 2016 – Attended Timaru District Council Labour Market Survey presentation at ADBT, Timaru. Travelled to Waimate District Council and attended presentation for elected members by Alpine Energy Ltd.

28 July 2016 – Attended District Plan Workshop in Tekapo.

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: 2 AUGUST 2016

REF: PAD 2/3

FROM: CHIEF EXECUTIVE OFFICER

CORPORATE WORK ITEMS:

22 June 2016 – Union bargaining meeting with PSA.

23 June 2016 – Had Chief Executive Performance meeting. Attended Canterbury Regional Economic Strategy meeting in Rolleston. In evening attended the Canterbury Mayoral Forum dinner.

24 June 2016 – Attended the Canterbury Mayoral Forum and Civil Defence Emergency Management Joint Committee meeting.

27 June 2016 – Meet with Waitaki Tourism regarding Alps 2 Ocean. In afternoon attended the Mid South Canterbury Roding Collaboration meeting.

28 June 2016 – Attended the Transportation Workshop in Fairlie.

29 June 2016 – Met with Twizel Medical Centre representatives in Twizel. Met with Pukaki Ward resident.

30 June 2016 – Attended Audit New Zealand reporting workshop in Christchurch.

1 July 2016 – Met with CCT representatives.

4 July 2016 – Met with a Tekapo developer.

7 July 2016 – Conducted staff meetings at Fairlie and Twizel.

8 July 2016 – Met with a Pukaki resident regarding potential surplus Council land. Also met with the Chief Executive of ADBT.

11 July 2016 – Attended LTP project management meeting. Met with DOC regarding potential land transaction. In afternoon attended the Twizel Community Board meeting.

12 July 2016 – Attended the Annual Report project meeting. Attended a webinar on LGA 2002 Amendment Bill. Met with a planning consultant regarding the Tekapo development. In evening attended the Candidate Information evening in Twizel.

13 July 2016 – Attended the Candidate Information evening in Tekapo.

14 July 2016 – Attended the Candidate Information evening in Fairlie.

15 July 2016 – Attended a meeting regarding local water management issues.

19 July 2016 – Attended Committee meetings.

20 July 2016 – Attended Investment Workshop. Met with Environment Canterbury Commissioners and Chief Executive.

21 July 2016 – Attended teleconference regarding Regional Freedom Camping. Attended LGNZ webinar on new draft standing orders.

22 July 2016 – Met with Opuha Ward resident and met with Chief Executive of local construction company.

24-26 July 2016 – LGNZ conference at Dunedin.

27 July 2016 – Attended Timaru District Council Labour Market Survey presentation at ADBT, Timaru.

28 July 2016 – Attended District Plan Workshop in Tekapo.

29 July 2016 – Attended contaminated land shared services meeting at Selwyn District Council. Attended NZ Institute of Directors workshop on negotiation skills.

RECOMMENDATION:

1. That the report be received.

WAYNE BARNETT
CHIEF EXECUTIVE

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: COLDWATER PROPERTIES LTD CONCEPT PLANS FOR
TEKAPO DEVELOPMENT

MEETING DATE: 2 AUGUST 2016

REF: LAN 3/3

FROM: WAYNE BARNETT, CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

For Council to approve the Coldwater Properties Ltd proposed development concept plans on Lot 6 of the Lakefront Development.

STAFF RECOMMENDATIONS:

1. That the report be received.
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.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

- Email from Coldwater Group setting out a staged development for the construction of Tekapo House.
- Coldwater Properties Ltd's Concept Plans for Tekapo House

BACKGROUND:

Clause 41 of the Sale and Purchase Agreement between Council and Coldwater Properties Ltd requires the Purchaser to submit concept design plans to Council.

Clause 57 of the Agreement requires Council approval of the concept plans within forty working days of receipt.

Clause 49 of the agreement specifies that construction of Tekapo House must be completed by a specified date (3rd anniversary of settlement date). The definition of completion in this instance relates to a two storey building having a footprint of not less than 250m². The implication of this is that the contract cannot control timing of the balance of construction.

CONCLUSION:

It is recommended that Council confirm its approval of the attached concept plans under Clause 57 of the Sale and Purchase Agreement with Coldwater Properties Ltd.

Wayne Barnett

From: Coldwater Group <mburtscher@xtra.co.nz>
Sent: Friday, 15 July 2016 3:00 p.m.
To: Wayne Barnett
Cc: Whytney Spencer
Subject: Lot 6_MDC_Coldwater - Concept Design Tekapo House
Attachments: Tekapo House_Stage 1_Development_Proposed Concept 2016.07.15.pdf; Tekapo House_Full Development_Proposed Concept 2016.07.15.pdf; Tekapo House_Additional Perspectives 1.pdf; Tekapo House_Additional Perspective 2.pdf

Categories: CEO to Action

Dear Wayne,

Tekapo House - Concept Design

Pursuant to agreement between Council and Coldwater (per clause 41) Coldwater lodges the Staged Concept Design(s) for Tekapo House.

The Concept Design(s) per clause 42 - style, bulk, external design, cladding, colours, and location of Tekapo House; including basement, ground floor, and first floor plans are attached. The proposal will utilize local stone, natural timber, corrugated iron, steel and color palette as set out in the District Plan.

The Concept Design Plans attached are as follows:

Tekapo House Stage 1

Area: An approximate area of 532 square meters above ground. Ground floor Food & Beverage/Retail (266m²) and First Floor Hotel Suite Accommodation (266m²).

Car-Parking: Overground with a total of 12 spaces. The balance proposed cash in lieu pursuant transportation Section 15 Page 6 of the District Plan.

Landscaped Area: Per Landscaping Section 5 Page 19 of the District Plan with permitted plant species.

Tekapo House Full Development

Area: An approximate further 467m² Underground Parking, 467m² Hotel Lobby, Retail and Cafe Space, and a First Floor of 467m² of further Hotel Suite Accommodation.

Car- Parking: Over-ground/underground, the immediate landscape and treatment, with a total of 15 parking spaces on site with the balance proposed cash in lieu pursuant transportation Section 15 Page 6 of the District Plan.

Landscaped Area: Per Landscaping Section 5 Page 19 of the District Plan with permitted plant species.

Additional Perspectives

Three further perspectives attached of the fully completed project.

Interim Landscaping

The balance of property in each case will be landscaped per Landscaping Section 5 Page 19 of the District Plan with permitted plant species. The planting (being interim) will also provide opportunity to establish plantings for the Tekapo House project. All interim landscaping/planting will be established between 1 October and 30 November 2016. A planting plan will be available 30 working days prior to planting for Council review on request.

Sale and Purchase Agreement

Stage 1 of the project relates directly to Agreement Definitions "Tekapo House" for Council consideration under clause 57. Whilst the Full Development does not require approval at this juncture, Coldwater seeks advice, direction, and approval for both Stage 1 and Full Completion as it relates to satisfaction of clause 57.

The proposed Tekapo House construction has been part of Coldwater Comprehensive Design Plan (CDP) for some years. Tekapo House historically has provided accommodation, food and beverage amongst other logistical services to the area such as a staging post. The bridge at the time was located adjacent to Tekapo House and the current proposed design reflects the history of the property in relation to its surroundings, land use and location next to the new footbridge, overlooking the iconic Church of the Good Shepherd.

Copies of the attached Concept Design in A3 and A2 format will be couriered to Council.

Coldwater would welcome the opportunity to present to Council.

Kind Regards,

Michael Burtscher
Coldwater Properties Limited
Lake Tekapo
P. 643 680 6547
M. 64 21 319 219
E. mburtscher@xtra.co.nz

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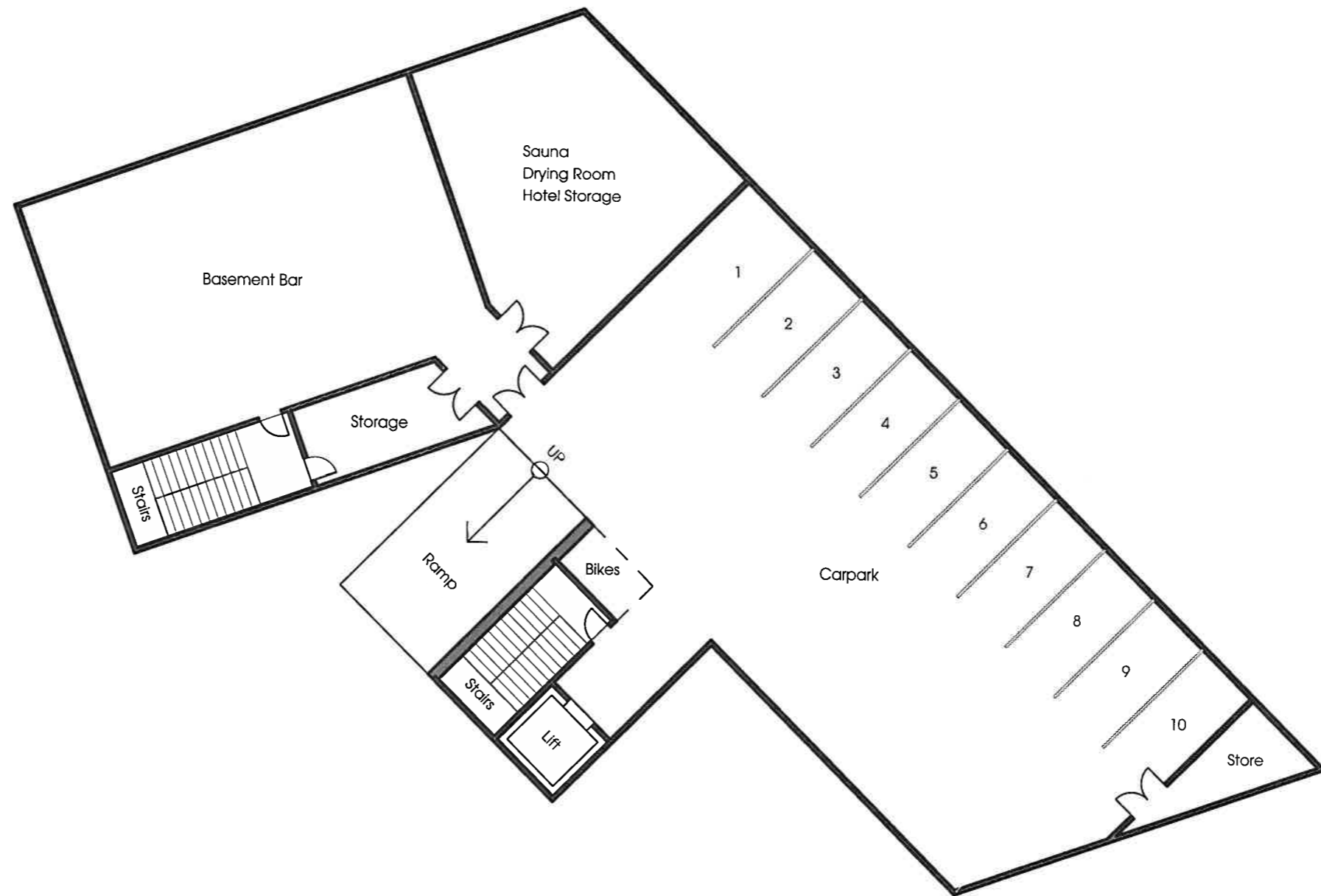
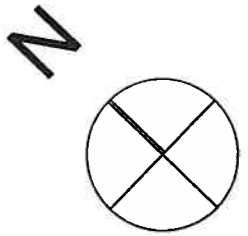


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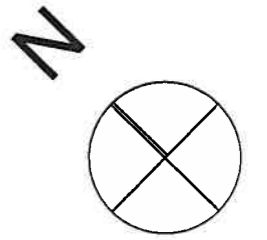
Tekapo House

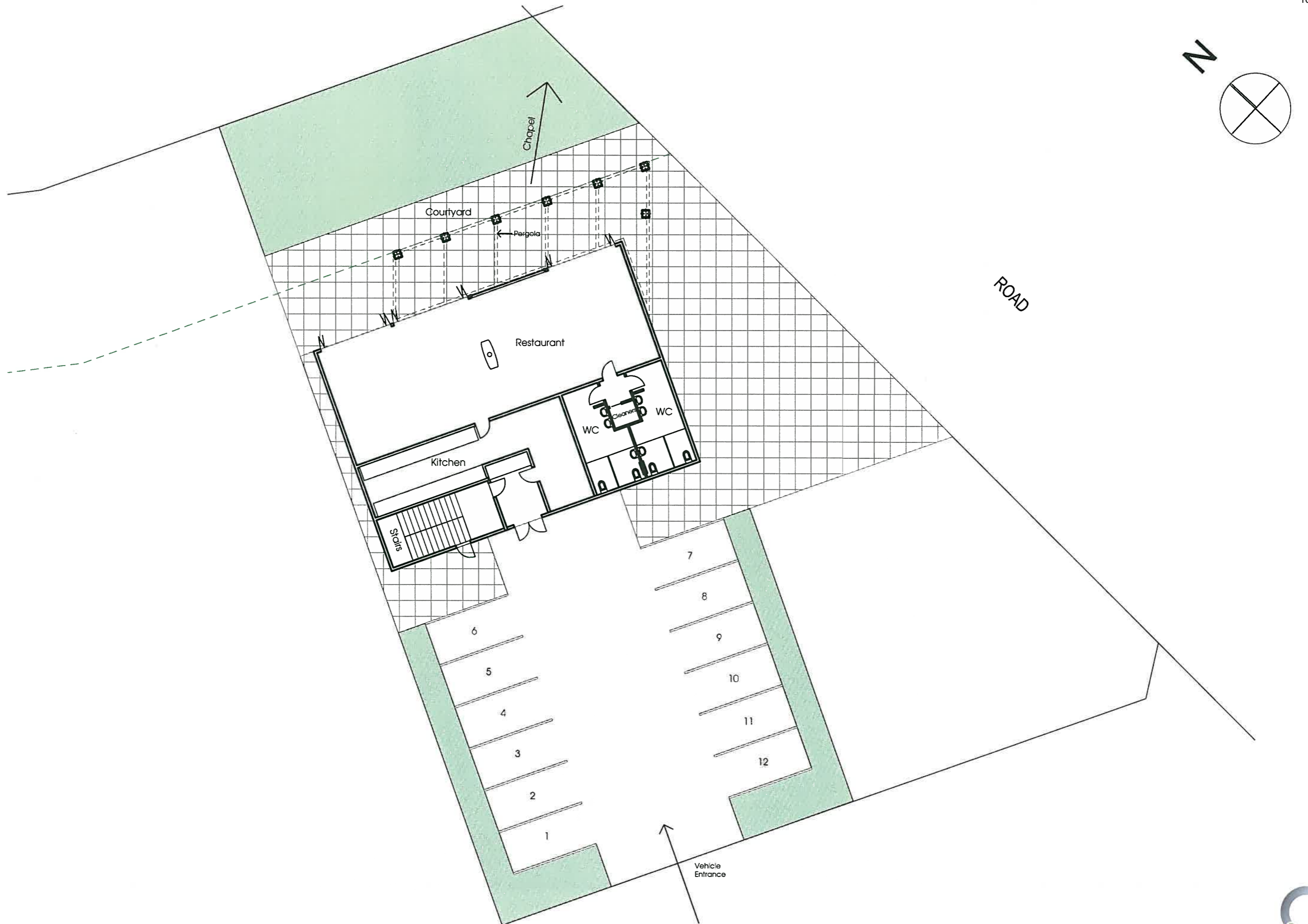
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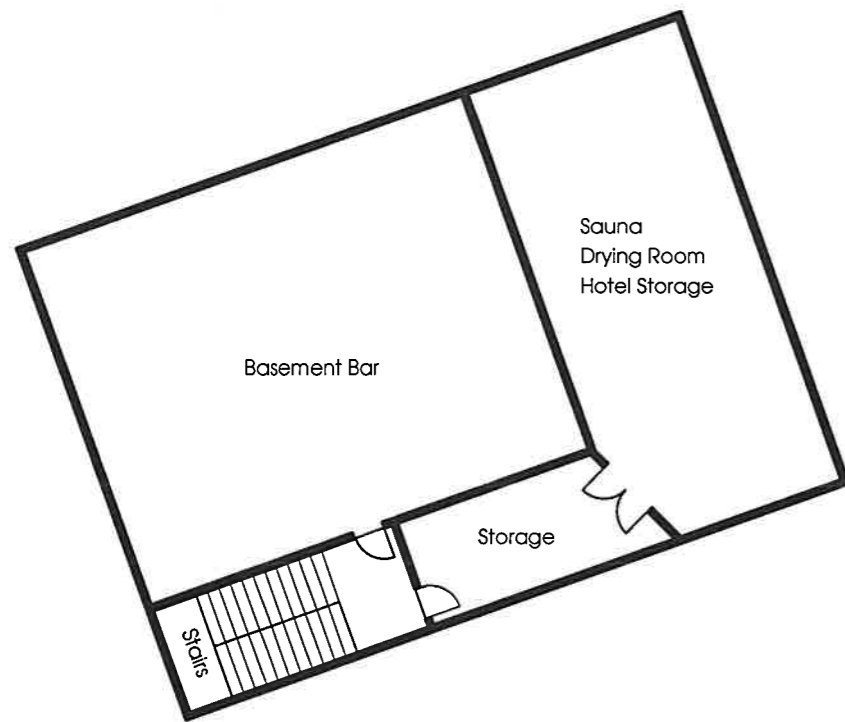
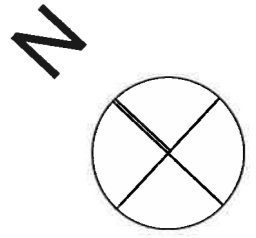
PROPOSED CONCEPT
FULL DEVELOPMENT
Tekapo House



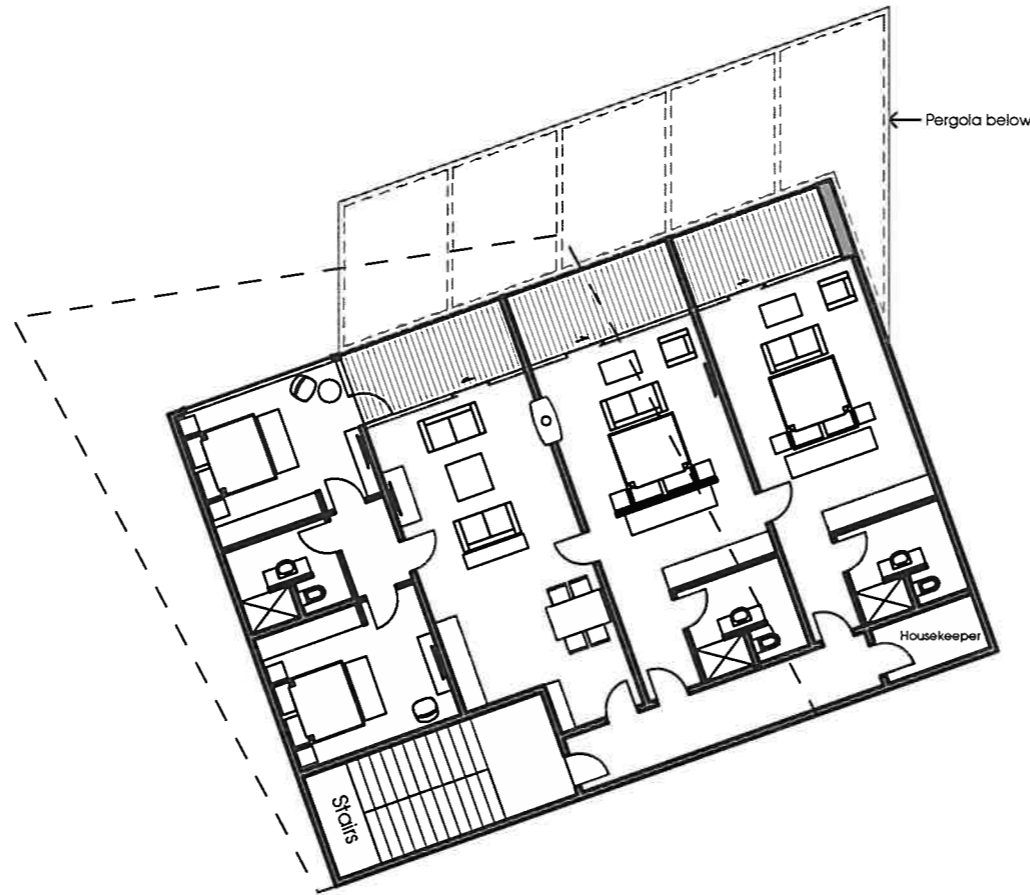




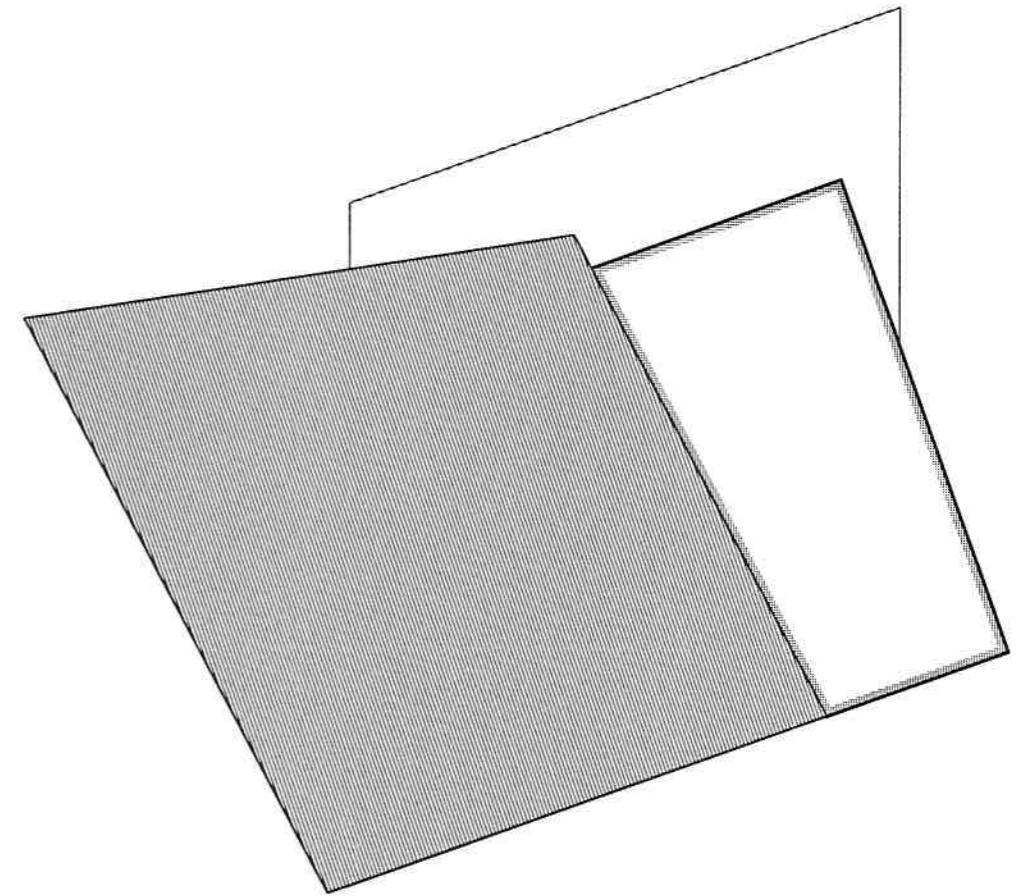




Basement Plan



First Floor Plan



Roof Plan



MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: SPORT SOUTH CANTERBURY ANNUAL REPORT

MEETING DATE: 9 AUGUST 2016

REF: PAD 7/1/17

FROM: GARTH NIXON, COMMUNITY FACILITIES MANAGER

PURPOSE OF REPORT:

To provide the Council with a copy of the Sport South Canterbury Annual Report.

STAFF RECOMMENDATIONS:

1. That the report be received.

GARTH NIXON
COMMUNITY FACILITIES MANAGER

ATTACHMENTS:

- Sport South Canterbury Annual Report

BACKGROUND:

Council contributed \$5,000 in total per annum last year.

Council has budgeted an increase to \$10,000 for the coming financial year. The report details Sport Canterbury's involvement in the Mackenzie over the past 12 months.

No decision is required as the report is for information only.



**ANNUAL REPORT TO
MACKENZIE DISTRICT COUNCIL**

1 July 2015 – 30 June 2016

**Prepared by Shaun Campbell
South Canterbury Regional Manager
Sport Canterbury**

Executive Report

This report highlights the outcomes achieved during the last 12 months from 1 July 2015 to 30 June 2016 and reports against the objectives and performance measures developed for that period.

Sport Canterbury Critical Success factors:

The critical success factors below identified in The Sport Canterbury strategic plan help us to achieve the outcomes recognised in this report.

- 1 **Lead** – provide the sport and physical activity sector with advocacy and a clear sense of direction.
- 2 **Enable** – enhance the capability of people and organisations responsible for delivering and administering sport and physical activity.
- 3 **Deliver** – provide quality sport and physical activity participation opportunities to targeted communities.

Underpinning these success factors is our aim to provide sustainability through the growth of Sport Canterbury resources to enable greater reach, influence and long term viability.

Staff Developments:

Sport Canterbury has had several key staff changes over the last 12 months and has engaged numerous staff from Head Office to provide services to the South Canterbury community.

- Lee King retired from her position of community sport advisor. Lee was however contracted to deliver community sport outcomes in the Mackenzie District and deliver the Jump Jam Extravaganza event.
- Zoe Wills was employed in a dual role as the Physical Health Advisor and the Sea 2 Sea Event Coordinator 2015
- Kevin Collier Sport Canterbury Spaces and Places consultant has been heavily involved in the facilitation of the South Canterbury Spaces and Places plan.
- Mike De Bono Sport Canterbury Community Coach Advisor delivered numerous educational workshops to a variety of community coaches.
- Sport Canterbury Financial Manager Jason Wood provided a financial services workshop to the South Canterbury community.

Opportunities and trends to inform future planning:

• **Community Sport:**

Sport Canterbury is identified as a leader in sport and physical activity in South Canterbury continually identifying ways to grow participation in the Mackenzie District. Sport Canterbury uses initiatives in community sport and health to target the wellbeing of South Cantabrians from 5 – 70 years of age.

In the last 12 months Sport Canterbury has shown significant leadership both at a regional level and a local level.

• **Targeted Communities:** Sport Canterbury work is targeting the Mackenzie community. The aim of a targeted community is to provide:

- Improved links/relationships between schools and clubs
- Improved teacher capability through teacher professional development
- More and better coaches through recruitment, retention and training opportunities in clubs and schools
- Clubs improving their participation opportunities through increased capability and capacity
- Increased participation in club/community sport with young people being the priority.

The communities of Twizel, Fairlie and Tekapo will receive ongoing support and opportunities.

• **Coaching Collaboration:** A focus for Sport Canterbury is to increase the capability of coaches and teachers. A mentoring programme has begun and three coach capability workshops have been facilitated in early 2016.

• **Sport Canterbury Partnership with Sport NZ:**

Sport New Zealand has identified and prioritised initiatives for Regional Sports Trust including Sport Canterbury to work on during the next strategic cycle: These in priority order are

1. Insights
2. Spaces and Places
3. Regional Strategy
4. Workforce Development
5. Coaching
6. Local Delivery
7. Physical Literacy – SportStart
8. Canterbury Sports House
9. Strategy Blocks

Sport Canterbury is well positioned to deliver on these outcome areas.



South Canterbury Teaching staff participate in a SportStart workshop

• South Canterbury Sport and Recreation Facilities Review

This project is being led by Sport Canterbury. The project has evolved to now be called the South Canterbury Spaces and Places Plan. With the goal to develop a South Canterbury-wide **Sport and Recreation Facilities Plan**. This will identify and prioritise facility needs to inform future investment and development decisions on sport and recreation facilities.

This work is being led by Sport Canterbury Spaces and Places Consultant, Kevin Collier, with support from the South Canterbury office of Sport Canterbury. The scope of the review and future plan will include

- Geographic area covered by Timaru, Mackenzie and Waimate District Councils
- Indoor Facilities including aquatic and dry facilities
- Outdoor Spaces and Places that give the region its unique offering; snowsports, hot pools gliding.
- Walkways and Cycleways
- Specialist natural and artificial spaces and places; tennis courts, athletics tracks, golf courses and hockey pitches.
- Assets owned and managed by councils, private entities, schools, trusts, education and health.
- Use of alternative strategies completed by other district councils.
- A focus on the next 20 year time period.

This project has progressed in the last 6 months including

- A \$15,000.00 cash investment to the project by Sport Canterbury.
- Engagement of Lincoln University student to gather South Canterbury, Canterbury and New Zealand sport participation insights.
- Draft Terms of reference for a project steering group.
- Proposal for tender process drafted.
- A club and community sport database being built
- A Sport New Zealand offer to provide some financial assistance to the project if required.
- Collaboration of South Canterbury Mayors to endorse future presentations from Sport Canterbury to Councillors of each Local Authority.

A South Canterbury sport facilities plan will give the Mackenzie District Council a clear understanding of the needs and priorities for sport facility development and a basis for future decision making. It is expected that the plan will be completed in the last quarter of 2017 in time and aligning to the next local authority long term planning period.



OBJECTIVE A:**DEVELOP SUSTAINABLE PARTNERSHIPS AND RELATIONSHIPS TO PROVIDE FOR SPORT AND RECREATION IN THE MACKENZIE DISTRICT**

- 1 **Database information is regularly maintained for:** Regional sports organisations contacts for South Canterbury have been gathered by Sport Canterbury. In partnership with the Mackenzie Community Development Manager a thorough stocktake of clubs, their contacts and their operating times and dates has been gathered for both Fairlie and Twizel communities. This information is being collated and will be formed into community event calendar and information directory.
- 2 **Volunteer Networks and Capability:** Sport Canterbury has worked with key community staff and personnel to identify opportunities for volunteers. Sport Canterbury when appropriate has facilitated development opportunities to volunteers to increase people capability and programme success.

Sport Canterbury in 2016 is delivering a sport capability series to upskill sporting volunteers in our community. To date a good response has been had to this series with over 40 attendees attending workshops on financial management for clubs, website and social media and also coaching capability. We hope to be able to take this series into the region and hold similar workshops and learning opportunities in the Mackenzie community.
- 3 **Children with Disabilities:** Sport Canterbury works closely with the Halberg Disability Trust and supports their full inclusion policy. The Halberg Disability Trust offers full inclusion workshops to the community and also administers a fund to allow those student with disabilities to get into sport.

Maintain Networks and Partnerships in Key Leadership Groups to support Sport and Physical Activity across South Canterbury

Sport Canterbury works with various groups to support sport, recreation and physical activity in the Mackenzie District. Fairlie, Tekapo, Twizel and Mount Cook schools, GP practices, Fairlie and Twizel exercise providers, sports clubs and associations in the Mackenzie District, workplaces, Fairlie Heartland Centre and Twizel Resource Centre.

South Island Master Games (SIMG):

Sport Canterbury is represented on the South Island Masters Games Board. The finishing touches are beginning to occur for this event being held from 7 – 15 October 2016.

Healthy Living South Canterbury:

The Sport Canterbury Falls Prevention Coordinator attended the two quarterly meetings of this Community Health Promotion group. The focus of the group is around communication of positive health messages. Sport Canterbury contributed to two newsletters, with articles on “what’s happening at Sport Canterbury” and promotion of our active for life programme designed for those 55+.

South Canterbury District Health Board (SCDHB) Health Promotion Steering Group: Sport Canterbury is a member of the SCDHB Health Promotion Steering Group. The purpose of the group is to communicate and work in a collaborative and transparent way to ensure an aligned and cohesive health promotion strategic direction for South Canterbury.

South Canterbury Primary Schools Sports Association (SCPSSA):

Two termly meetings were attended by the Community Sport Advisor. The regional manager also met with the chairperson of the association to discuss programme alignment to Secondary School events.

WAVE:

A community sport advisor works with WAVE at an operational level with the regional manager involved with the projects strategic direction. The WAVE programme has been nominated for a Ko Awatea Excellence in Health System Innovation and Improvement Award.

Green Prescription Partnerships:

Partnerships and contact has been made with the following groups:

- Practice nurses and GPs from Fairlie Medical and High Country Health, through quarterly newsletters and phone contact.
- A Green Prescription Display was established at the Twizel Health Expo.
- Sadly only one referral has been generated from the Mackenzie community
- Additional SCDHB funding has been tagged for improving the service Green Prescription provides in the Mackenzie District. Sport Canterbury is meeting with a range of medical providers in the Mackenzie District to establish how our service would be most appropriately delivered.

Falls Prevention (FP) Partnerships: The purpose of this programme is to reduce the risk of falls and injury within the community. The Falls Prevention Coordinator is actively involved reporting on the community programmes for individuals 65 + years living in the community. The Community Falls Prevention group aims to communicate and work collaboratively with the SCDHB, residential care providers, home care providers and other older adult providers in the South Canterbury community.

There are a number of new opportunities established through this programme in the Mackenzie Community

- A new provider delivers the programme in to their homes in Twizel.
- An older exercise group has been established in Fairlie.
- Home based support has been provided to individuals 65 and over referred to the programme.



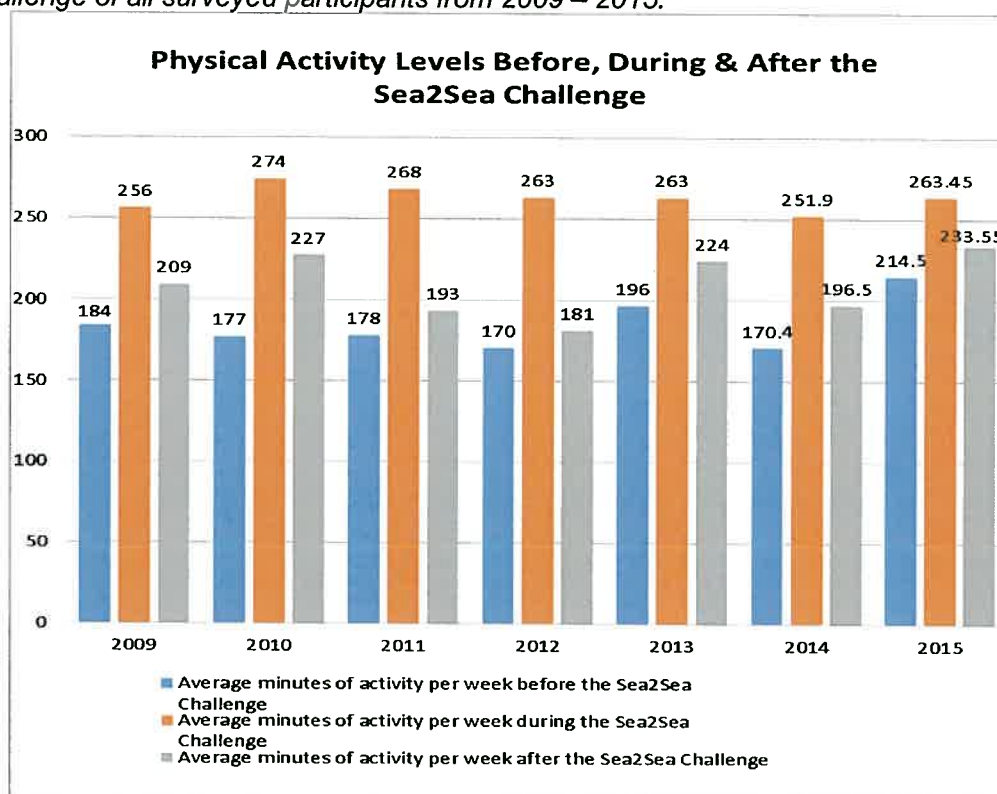
The South Canterbury Team of Sport Canterbury are here to help!!!

OBJECTIVE B:**MAINTAIN LEVELS OF PHYSICAL ACTIVITY (INCLUDING SPORT) WITHIN THE MACKENZIE DISTRICT**

Sea 2 Sea Physical Activity Challenge: The Sea2Sea Challenge is designed to encourage adults throughout the community to become more physically active by establishing activity in their daily routine. The Sea 2 Sea challenge was held from 28 September – 8 November 2015 with 2,741 people participating from 138 workplaces or community groups. While total workplace numbers are slightly down the total number of participants increased by 11%.

Workplace Coordinator and General Practice Coordinator evaluations were received and considerations are being made for the 2016 workplace event. A telephone survey of 100 participants was facilitated in March with 64% of respondents indicating that they had maintained or increased their levels of Physical Activity since the challenge concluded.

Graph 1: *The average minutes of physical activity per week before, during and three months post the Sea2Sea Challenge of all surveyed participants from 2009 – 2015.*



Graph 1 demonstrates the consistency in the trend of activity levels before, during and after the Sea2Sea Challenges from 2009 to present. The most significant change is apparent in the physical activity levels reported before the challenge in 2014 compared to 2015. This is an increase of 44 minutes of exercise per week.

South Canterbury Sports Awards:

The Mackenzie District Council was a silver sponsor of the 2016 South Canterbury Sports Awards. These were held on Friday 20th May. This year the event held enormous prestige as we celebrated the 50th Anniversary of the awards. The night included a welcome of 18 of our previous South Canterbury champions who were awarded their champions badge recognising the year in which they were crowned South Canterbury Sportsperson of the Year. Guest speaker Mr Keith Quinn was well received by all in the record setting audience of 492. The unique South Canterbury sporting landscape was evident as 27 sporting codes were recognised from Hardcourt Bike Pole to Flying and Aerobatics. Feedback on the event has been extremely positive.



The South Canterbury Sports Awards 50th Anniversary

Aoraki Secondary School Sports Awards:

Eight Nominations were received from Mackenzie College for the 2015 Secondary School Sports Awards and an additional 3 from Twizel Area School. Winners of their sporting code were.

- Thomas Adams Ice Hockey (Mackenzie College)
- Amber Midgley Ice Hockey (Mackenzie College)
- Mieka Taylor Mountain biking (Mackenzie College)
- Megan Gallagher Skiing (Mackenzie College)
- Taane Whetu Skiing and Volleyball (Twizel Area School)



Megan Gallagher collects the Aoraki Secondary Schools Skiing Champion 2015 Award

OBJECTIVE C:**SUPPORT AND DEVELOP CAPABLE AND EFFECTIVE ORGANISATIONS****Working Relationships with sports and community providers in the Mackenzie District.****Sport Twizel**

Sport Canterbury has led the initiative to form the Sport Twizel working party. This working group has a passion for sport in their community and a formally established group would be there to provide structure and support to clubs. In May 2016 the motion to officially form Sport Twizel was passed.

The purpose of Sport Twizel was agreed upon "To support existing and new sports groups on areas of common need and to promote sports across the community". This is a great achievement from the working party. Sport Canterbury continues our work with the group to apply for incorporated society status and form a constitution.

KiwiSport

The regional partnership fund administered by Sport Canterbury has been approved for a further 12 months. In 2016 there are ten South Canterbury Organisations receiving KiwiSport investment and delivering opportunities to South Canterbury students.

These sports have been delivering fundamental and sport skill session to the Mackenzie District students. The sports on offer are quite traditional and include Basketball, Netball, Tennis, Rugby and Football.

Social Cricket: Modelled on the successful 2014 social softball model cricket was offered in 2015. This was the first time cricket had been offered out of school. The Friday night big bash proved popular as 40 children consistently attended over the 6 weeks to be involved in games of cricket.

Supporting Primary and Secondary Schools in the Mackenzie District.**Primary Schools:**

The Mackenzie District is now a targeted community, Primary Schools across the district have been receiving ongoing support with planning, alignment and delivery of their physical education and sport programmes. Sport Canterbury aims to facilitate closer links between schools and sports clubs across the district and align in-school and out-of-school opportunities.

SportStart Professional Development: SportStart planning and modelling sessions were provided to teachers with a focus on Striking and Fielding. A further session on invasion games was modelled to teachers from Lake Tekapo school.

The Athletic Canterbury Development Officer facilitated a Run Jump Throw training session for ten teachers from across the Mackenzie community.

Physical Activity Leaders (PALs) training: A full day workshop was delivered at The Southern Trust events Centre Timaru to 79 students from South Canterbury. The Mackenzie District was represented by 3 schools and a total of 15 students. These young leaders facilitate lunchtime activities to younger students at their school providing a fun environment for students to be engaged in sport and physical activity.

Jump Jam Extravaganza (primary schools aerobics):

The Jump Jam extravaganza was delivered for the 9th year. This event has now become an important part of the primary schools event calendar and there is a huge amount of commitment put into the evening by school communities. 2016 was a record breaker for participation with an additional 200 students participating in the event.

- **Club Development:** With skill development sessions from the Sport Canterbury Community Sport Advisor older students from Twizel Area School established a lunchtime time Jump Jam Club.
- **Jump Jam Extravaganza event:** Two teams from Fairlie Primary competed in this event (28 students). St Joseph's Primary also had one team of seven students.

Secondary Schools:

Mackenzie College

The College is a member of Aoraki Secondary School Sports Incorporated (ASSSI), the Aoraki RSD on behalf of ASSSI has facilitated a number of events that have been well supported by Mackenzie College

Aoraki Volleyball	4 teams	Aoraki Cross Country	20 entrants
Aoraki Swimming	6 entrants	Aoraki Golf	2 entrants
Aoraki Cycling	4 entrants	Aoraki Snow Champs	21 entrants
Aoraki Athletics	15 entrants	Aoraki Basketball	2 teams
Aoraki Netball	1 team	Aoraki Mountain biking	6 entrants
Aoraki Tennis	1 team	Aoraki Bowls	4 entrants

This was the first time for some time that Mackenzie College have entered tennis and bowls.

The Aoraki RSD also provided the following support and services.

- Sport Coordinator professional development opportunity is facilitated termly. This is an opportunity for best practice sharing and an update on Secondary School sport in New Zealand.
- Support of the Mackenzie College Wednesday Sport initiative was provided.
- Induction provided to the new Mackenzie College Sport Coordinator.

Twizel Area School

The school is a member of Aoraki Secondary School Sports Incorporated (ASSSI), the Aoraki RSD on behalf of ASSSI facilitates a number of team and individual events, some of which have had entries from Twizel Area School.

Aoraki Athletics Championships	2 entrants
Aoraki Snow Championships	7 entrants
Country High School Athletics	19 entrants

The Aoraki RSD also provided the following support and services.

- Support provided to the Head of Sport for Twizel Area School to complete the New Zealand Secondary School Sport Census.
- Induction provided to the new Twizel Area School Sport Coordinator.

APPENDIX 1

Abbreviations and descriptors:

ClubMark - An accreditation process designed to help clubs identify what they are doing well and where they have development potential. The programme aims to strengthen all aspects of their operation

Fundamental Movement Skills (FMS) – The basic developmental skills of running, jumping, throwing, catching etc. that enable children to successfully and enjoyably participate in a range of sports and physical activities.

KiwiSport (KS) – Government funding initiative to increase children's participation in sport. The 3 key drivers for this initiative are;

- more children playing organised sport
- more opportunities for children to participate in sport
- Improved fundamental skills in children.
- Extensive consultation was undertaken by the Canterbury West Coast Sports Trust (CWCST) during October and November 2009 to determine the barriers, successes and opportunities to children's involvement in organised sport. KiwiSport funding has been tagged for projects relevant to these findings.

Kiwisport Regional Partnership Fund: (KRPf): The KRPf supports collaborative projects where sports clubs and community groups work together to support delivery of sport to school aged children and non participating youth. The CWCST administers the fund to encourage new partnerships involving schools, clubs, local and community groups that will get more young people involved in organised sport.

KiwiSport Coordinator (KSC) – Positions that have been established to coordinate and/or deliver sport across the schools within a community. These positions are a result of collaborative KiwiSport projects as outlined above.

SportStart – a Sport Canterbury resource based on the Physical Literacy philosophy that encourages stage appropriate teaching of all the skills children need to enjoy and succeed at sport. This concept ensures the development of the whole child along a progressive pathway including the skills of moving, thinking and communicating.

SportStart Professional Development Package: A Sport Canterbury package of professional development designed to assist teachers with the planning and delivery of regular, high quality sessions using the SportStart resource.

Sports Club Partnerships: The sports club partnership concept provides for a number of sports clubs to work together to create an entity which will represent all the clubs. When effectively implemented, it will have a major impact on providing sustainability and certainty to the future of sport in the community.



20 July 2016

Mr. Garth Nixon
Facilities Manager
Mackenzie District Council
Main St

Dear Garth,

Attached is the report on the services provided by Sport Canterbury to the Mackenzie District for the 12 months from 1 July 2015– 30 June 2016.

Sport Canterbury is looking forward to providing more support for sport and physical activity in the future.

Kevin Collier and I look forward to presenting to the council on the 2nd August 2016.

Please contact me if you require any further information.

Yours faithfully

A handwritten signature in black ink, appearing to read "Shaun Campbell". The signature is fluid and stylized, with a large initial 'S' and 'C'.

Shaun Campbell
South Canterbury Regional Manager
Sport Canterbury

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: SOUTH CANTERBURY SPACES AND PLACES PLAN

MEETING DATE: 9 AUGUST 2016

REF: PAD 7/2/17

FROM: GARTH NIXON, COMMUNITY FACILITIES MANAGER

PURPOSE OF REPORT:

To seek Council funding and support for Spaces and Places Strategy for South Canterbury.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That Council contribute \$5,000 as their share of the cost associated with this report.

GARTH NIXON
COMMUNITY FACILITIES MANAGER

ATTACHMENTS:

- South Canterbury Spaces and Places Plan of 9 June 2016 made to the South Canterbury Mayors.

BACKGROUND:

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 support for the proposed South Canterbury Spaces and Places Plan.

The attached was presented to the group in detail. The desired outcomes of the report is that Sport Canterbury is seeking 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 have already committed.

CONSIDERATIONS:

Financial

There is no specific budget for this report. It is suggested that this be funded through a Council grant.

Other

It is a stocktake of recreational assets and facilities throughout South Canterbury, and seeks to ensure collaboration, cooperation and the avoidance of duplicate facilities that will not be fully utilised.

Being part of this project will assist our Council with its long term planning for recreation and facilities in our District. By having a collective regional approach rather than a narrower District wide approach will be beneficial to all parties.

CONCLUSION:

It is recommended that Council contribute \$5,000 as their share of the cost associated with this report.



MORE
PEOPLE
MORE
ACTIVE
MORE
OFTEN

www.sportcanterbury.org.nz



South Canterbury Spaces and Places Plan

**South Canterbury Mayors Meeting
Thursday 9 June 2016
Fairlie Fire Station
Denmark Street
Fairlie**

Kevin Collier
Spaces and Places Consultant
Sport Canterbury

South Canterbury Spaces and Places Plan

A
Sport and Physical Activity
Facility Plan
for
South Canterbury.

South Canterbury Spaces and Places Plan

What does it cover?

- Community Sport and Active Recreation
- Indoor and outdoor facilities
- Specialist surfaces
- Unique outdoor 'venues'
- Inter-region walkways and cycleways
- Mackenzie, Waimate and Timaru

South Canterbury Spaces and Places Plan

What doesn't it cover?

- Passive (hobbies)
- Parks and gardens
- Art and culture
- Community Facilities
- Wharves and jetties
- Gyms and fitness centres
- Active Transport

South Canterbury Spaces and Places Plan

Why do we need it?

Risks without planning – Co-ordination



Conflicting priorities



Un-coordinated



Unclear or mixed vision



Duplication of resources



‘Boundary’ limited

South Canterbury Spaces and Places Plan

Why do we need it?

Risks without planning - Environmental



Conflicting priorities



Un-coordinated



Unclear or mixed vision



Duplication of resources



'Boundary' limited



Demographic changes



Changing demands



Over or under supply

South Canterbury Spaces and Places Plan

Why do we need it?

Risks without planning – Best Practice



Conflicting priorities



Un-coordinated



Unclear or mixed vision



Duplication of resources



‘Boundary’ limited



Demographic changes



Changing demands



Over or under supply



Wants over needs



Squeaky wheels



Uninformed decisions



Ad-hoc decisions

South Canterbury Spaces and Places Plan

Why do we need it?

Rewards – Co-ordination



Clear vision



Goals achieved



Borderless approach



Integrated network



Play to our strengths



Future focussed



Aligned approach

South Canterbury Spaces and Places Plan

Why do we need it?

Rewards - Environmental



Clear vision



Goals achieved



Borderless approach



Integrated network



Play to our strengths



Future focussed



Aligned approach



Customer focus



Ahead of the game



Supply = demand

South Canterbury Spaces and Places Plan

Why do we need it?

Rewards – Best Practice



Clear vision



Goals achieved



Borderless approach



Integrated network



Play to our strengths



Future focussed



Aligned approach



Customer focus



Ahead of the game



Supply = demand



Efficient use of resources



Effective decision-making



Needs over wants



Informed decision-making

South Canterbury Spaces and Places Plan

How will it connect?

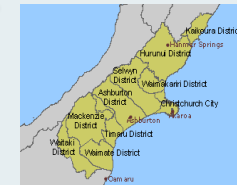
National data

Insights

Sport NZ

Stocktake

Existing Plans, strategies



Cant'y
S&P Plan

Long
Term
Plans



Funders

Community



South Canterbury Spaces and Places Plan

How will it be developed?



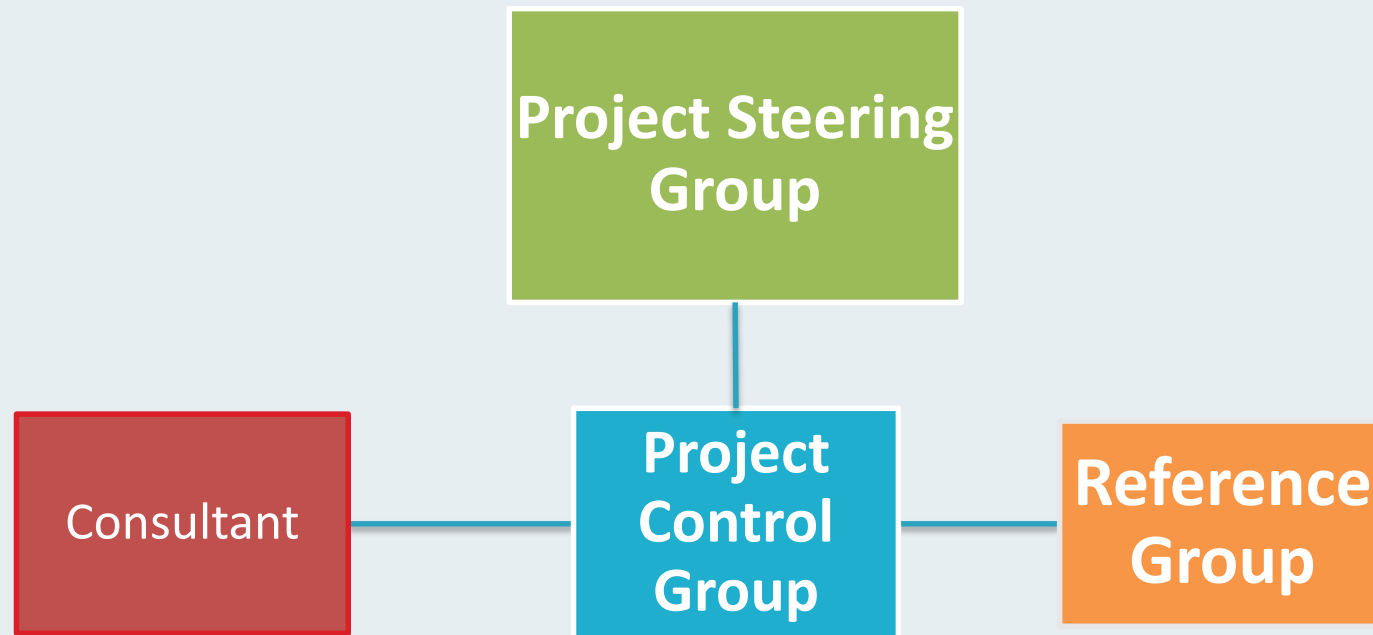
Partner investment



Completion late 2017

South Canterbury Spaces and Places Plan

How will it be developed?



South Canterbury Spaces and Places Plan

What input is requested?



Buy-in



Resource



Engagement

South Canterbury Spaces and Places Plan

Discussion



www.sportcanterbury.org.nz



MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: TWIZEL COMMUNITY CARE TRUST ANNUAL REPORT

MEETING DATE: 9 AUGUST 2016

REF:

FROM: GARTH NIXON, COMMUNITY FACILITIES MANAGER

PURPOSE OF REPORT:

To provide the Council with a copy of the Twizel Community Care Trust's Annual Report.

STAFF RECOMMENDATIONS:

1. That the report be received.

GARTH NIXON
COMMUNITY FACILITIES MANAGER

ATTACHMENTS:

- Twizel Community Care Trust Yearly Report

BACKGROUND:

Council contributes \$15,000 in total per annum.

The purpose of this grant is to part fund the Community Worker employed by the Trust. The \$15,000 contribution is funded 50% from the District General account and 50% from the Twizel Township account.

No decision is required as the report is for information only.



TWIZEL COMMUNITY CARE TRUST YEARLY REPORT

The Centre is continually growing, this is very evident in our monthly statistics, as the local area grows more people are requiring access to varied services. The Centre continues to strive to improve and promote access to services for the community both within the town itself and the wider rural area.

We are providing our clients with toll free access to government departments. We have a private room with a computer which is available to clients to search and access government websites and forms with assistance from Centre staff.

The Centre has seen an increase in requests for help relating to Studylink, Winz, IRD, Immigration and passport enquiries, also a steady increase in Corrections-Probation Services. The ability to still verify documents for WINZ has been of great benefit to clients as this has meant less travelling to the nearest town Timaru which is a four hour journey by road. This is very noticeable especially with Seniors and most are very grateful they can do most of their business here from the Twizel Centre, as a number of them no longer drive long distances so there isn't the added cost of getting the Community Vehicle to Timaru.

This also applies to young adults and young families, because of the limited employment opportunities and the large increase in rent on rental properties in the area there is a shortage of affordable housing in the area. We have had two instances of people living in cars around the township as they struggle with life's daily challenges. One young gentleman was informed he had to go to Timaru to see Winz for more assistance, this young man had no home, no money, was hitch hiking from where his car was parked (approx. 7 kms) to get to this office to use a telephone, with our assistance he was taken in by a kind family until he was able to support himself. This is where having the Video Conferencing service was extremely beneficial, with assistance from the local public and the Twizel Centre here he was able to get to Timaru to apply for some assistance. The rent increases are also increasing hardship, affecting some of our elderly also as they struggle to pay their rent, they are sitting in a freezing home as they can't afford to purchase wood and substantial food because of extra medical bills and very high power bills due to the coldness (minus 22 last winter.)

On average our Food Bank assists people on a weekly basis. We generally give out 2-3 parcels weekly. There is no real pattern to who comes into the Centre for assistance, but we do find with winter approaching the elderly and young families are more vulnerable. We now run a second hand clothing boutique and all proceeds go towards funding the food bank. We are also fortunate enough to get regular food donations from the general public which helps keep stocks up.

The IRD visits every 3rd Tuesday of the month, the community Centre has been extremely grateful that IRD have continued their monthly visits to Twizel. The bookings have remained steady all year for this one on one service.

Immigration services have also seen an increase as more migrants move to this area. There has been numerous visa/working visa enquiries and scanning of documents, assisting to fill in the correct documentation, usually when assisting a person new to the area, this leads to being able to helping them with other matters. An example was after the Nepal earthquake we assisted a family to contact other family members that were in one of the affected areas, with immigrations help and police this family was just so grateful for the help we were able to provide.

We have also worked closely with Corrections Service and Community Service Workers supervising their hours of service, and also sourcing supervised work for them in Twizel, without this the Community Service Workers would have to travel the 286km journey to Timaru to complete their sentences, all have successfully assisted the Twizel community while completing their sentences.

The Co ordinators assist with CV writing and maintain a Job Vacancy Board. The centre is now receiving enquiries from local businesses in the area requiring staff and to also advertise employment opportunities. We also assist with letter writing for applications and doing on line applications where required.

After discussion with Community Law, clients are able to access a lawyer by phone, for minor matters only, at a designated time of the week, this is another disappointing loss to our community as many people in this community don't have the finances for travel to Timaru or Christchurch to seek this service or access a law firm.

Within the last twelve months we have endeavoured to increase our profile by updating the advertising for our services in the weekly community magazine. This has lifted the profile of the Services we provide also. A Community noticeboard is now promoting "what's on at our centre" at our entrance a flag is displayed outside daily to make our building more visible, we are also working with a local computer company to create a web site for the Centre. Also we have a facebook page which we use daily to keep people informed of whats happening in the local community.

Counselling groups for specific age and gender groups are frequently visiting the Centre in Twizel. Adventure Development, CAMS, and Brief Intervention (SCDHB) is an example of this with its services for youth and adults . The demand for this type of service has seen a marked increase in Twizel over the last year, because of a rise in family violence these services will be required more often.

The Twizel Tekapo Community Vehicle Trust has proven to be successful in transporting clients to Timaru, Oamaru, Christchurch and Dunedin for hospital appointments and other health related visits and the centre is continuing to take the bookings for this service. The Centre now has the authorisation to invoice directly to National Travel Assistance and ACC for their clients. We continue to provide information and forms on the National Travel Subsidy Scheme as many of our clients are eligible and were unaware they could apply to this scheme for assistance with travel costs. The yearly survey results for the Vehicle Trust have been completed and the users of this service praised the centre staff for their efficiency and professionalism.

The Centre has continued in issuing associated paperwork for the Cancer Society sunshade and sunblock dispenser scheme as well as making referrals for the South Canterbury Healthy Homes Energy Smart home installation scheme, the sunshade scheme was particularly busy with the very hot summer in Twizel.

The Hot home meals service is also increasing in the local Twizel area. We now have a large pool of volunteers who drive around from 5pm delivering meals supplied from one of the

local hotels, we have a volunteer who co ordinates the driver roster , it is a fantastic service to have in our town. Last Christmas the Centre had a volunteers Christmas luncheon as a thank you for the volunteers who help out in any way with the Community Centre, this was muchly appreciated by all.

In February we held a Car Fit workshop, aimed at older drivers we had a team from Canterbury Drive Safe that came to Twizel and held this workshop. It assisted older people how to sit safely and position themselves correctly in their cars when driving. This was well received .

During the year the centre has opened its doors to a wide variety of organisations for example the Community Patrol meetings, Vehicle Trust meetings, Budget Advice, LinkAGE Aged Care Group and Newcomers Groups, Budget Advice, Twizel Community Choir, Yoga and Senior Circuit, Tai Chi and Family Group Conferences and Counselling Services, First Aid Training, Sports Meetings for Twizel Youth, Alzheimers and Arthritis seminars are just a few.

We were very lucky to have the White Ribbon riders advocating for Violence against women stay a night in Twizel, making numerous speeches regarding anti violence at the local school, the team here at the Centre were part of putting a BBQ on for the riders who were participating in this event.

The Jigsaw Puzzle Library and Book Exchange room continue to be popular with all age groups in the community this room is also looked after by one of our fabulous volunteers who comes in twice weekly to reposition things and number new puzzles/books that have been donated to the Centre.

Because of our geographical isolation, distance from major centres continues to impact on the lack of government services visiting the MacKenzie area. As mentioned above the discontinuation of Video Conferencing has impacted on our community's access to government services. We need to be more proactive as a Heartlands group to lobby for these services to be retained for the benefit of communities such as Twizel.

Due to the costs incurred for travelling, staff connectedness with other Heartlands office staff is very restrictive. Liaising with other organisations for seminars and ongoing opportunities for education are limited due to this factor. This is of great importance when working solely within isolated communities and for the benefit of sharing knowledge.

In conjunction with Fairlie Community Care a steering group with the specific purpose of developing the role of a Community Development Worker was set up to identify community needs and build relationships within our isolated communities, facilitating the collaboration and connectedness between these communities.

The primary focus of this role is to support and strengthen community development in the MacKenzie District by providing, promoting and developing leverage and capacity building opportunities for groups, leading to effective, appropriate and valued services, programs and community initiatives being available for the benefit and support of the community. The Community Development worker spends Tuesdays at the Twizel Centre networking with staff and also assisting the general public with any queries they may have.

The Community Development Worker is working on agreed issues across the MacKenzie district to strengthen community groups and communities across the region bringing communities together. We generally meet every 6 weeks for meetings to discuss how the MacKenzie Development Project is going and to discuss any new ideas and needs that have been identified. We have a group for the over 65's LinkAGE which meet fortnightly, this group was formed after identifying a need for older people to get together for support and regular meetings, having this group has created new friendships and also identified other needs that the elderly require in such an isolated area.

A newcomers group/walking group on a weekly basis is also working well, also staff at the Centre have made up information packs to give out to newcomers and Migrants that access the Centre for information and help.

We have made the community lounge available for volunteer groups to hold meetings and workshops throughout the year.

The coordinators have assisted in discussions with new volunteer groups striving to become established. The Centre have three new volunteers who help out around the Centre when needed. Also last year the Honorable Paula Bennett minister for Social Services came to Twizel to attend a Volunteers morning tea, this was to recognize the importance of the work volunteers do and also to "thank them". Organizations such as ourselves could not function as well as we do without the assistance of having volunteers to help.

We also have a close working relationship with Volunteering Mid and South Canterbury for support and also to facilitate workshops.

This past twelve months we have seen some major improvements at the Community Centre, we have three new volunteers that help out at the Centre when required. Also the opening of the Food Bank Clothing Boutique, with all funds from this going straight to stocking the Food Bank. Also we have been very fortunate enough to gain funding for new chairs, a TV for training purposes and an electronic white board. Being able to offer these services in Twizel is a big plus for the local community. These opportunities and services would not be available in Twizel if it wasn't for our funders.

We have regular staff meetings which are opportunities for the team to brainstorm new ideas for the Centre these new ideas help to grow the Centre and give the local public new opportunities.

Debbie Strathern

Office Manager



Twizel Community Care Centre
Client Contact Yearly Comparison

Month	2016	2015	2014
January	393	288	341
February	551	257	317
March	565	369	599
April	740	358	381
May	845	444	424
June	757	397	458
July		707	559
August		646	478
September		682	550
October		824	424
November		528	435
December		442	329
Total		5942	5295

Twizel Community Care Charitable Trust
Financial Statements
For the Year Ended
31 March 2016

Prepared by:
Tania Murphy
TM Accounting Services
PO Box 27, Twizel 7944



TM ACCOUNTING SERVICES

Trust Directory

Nature of Trust:	Charitable Trust	
Registered Office:	Twizel Community Care Centre Mt Cook Street Twizel	
Contact Details:	Phone: 03 435 0687 Email: twizelcare@xtra.co.nz	
Date of Trust Deed:	9 November 1999	
IRD Number:	49-788-398	
Incorporation Number:	CC 32556	
Bankers:	ANZ	
Trustees:	Tania Murphy (Chairperson) Michelle Pearce Eleanor Harris Bruce White Dave Power Lou Ochsner May Kruishoop Les Andrew	
Staff:	Debbie Strathern Judith Holland Shirley McAlevey	Office Manager Community Services Co-ordinator Assistant Co-ordinator
Mission Statement:	The Twizel Community Care Trust is dedicated to ensure access to community based health and welfare agencies for the people of the Twizel community. This will be achieved by identifying, co-ordinating and assisting with the connection between the providers and those people seeking the services.	

Notes to Financial Statements

Note 1

Statement of Accounting Policies

Reporting Entity

The financial statements presented here are for the reporting entity Twizel Community Care Charitable Trust. It is a Trust created pursuant to a Trust Deed dated 9th November 1999. The financial statements have been prepared in accordance with the Trust Deed and generally accepted accounting practices.

Note 2

Specific Accounting Policies

Accounting policies which materially affect the financial statements have been applied as follows;

Measurement base

Unless otherwise stated the accounting principles recognised as appropriate for the measurements and reporting of earnings and financial position are on a historical cost basis.

Fixed Assets

Fixed Assets are stated at cost less depreciation. Depreciation is calculated on a diminishing value basis and stated in annual reports at book value

Income Tax

The Trust is exempt from New Zealand income tax as a registered charitable entity under s CW 41 of the Income Tax Act 2007.

Goods and Services Tax

The financial statements are prepared on a GST exclusive basis

Differential Reporting

The entity qualifies for differential reporting as it is not publicly accountable and does not qualify as a large entity. All applicable differential reporting exemptions have been taken advantage of.

Changes in Accounting Policies

There has been no change in accounting policies during the financial year. Policies applied are consistent with those applied in previous years.

Note 3**NZ Lotteries Grant**

Grant funds from NZ Lotteries for a Community Development Worker were, with assistance from Internal Affairs and agreed to by all parties, transferred to the Mackenzie Community Enhancement Board to manage for year ending 31 March 2016.

Note 4**Sundry Expenses**

Payments Made:	Amount (GST Excl)
Volunteer Xmas Lunch	\$59.75
Charities Commission – Filing Annual Return	\$51.11

Note 5**Contingent Liabilities**

There are no contingent liabilities at balance date. The Twizel Community Care Trust has not granted any securities or given any guarantees in respect of liabilities payable by it to any other party.

Note 6**Financial Commitments**

The Trust has financial commitments at balance date of \$6,616 being grants received but not yet allocated. In accordance with Generally Accepted Accounting Principles, grant funds must be treated as income in the year in which they are spent. Unallocated funds are treated as a current liability in the balance sheet and will be income in the following reporting year.

Grants:	Unallocated
Community Trust Mid Canterbury	\$ 2,083
Department of Internal Affairs (COGS)	\$ 3,333
Southern Victorian Trust	\$ 1,200

Note 7**New Accounting Standards Framework**

In 2012 the New Zealand External Reporting Board (XRB) introduced an Accounting Standards Framework that becomes effective progressively from 2012 to 2016. The new reporting framework affects charities registered in New Zealand and comes into effect for reporting years beginning on or after 01 April 2015. The Twizel Community Care Trust is likely to qualify as a Tier 4 entity – Simple Format Cash Reporting, but will elect to report under Tier 3 – Simple Format Accrual Reporting, as it is consistent with our current level of disclosure.

Note 8**Funding Sources**

Twizel Community Care Trust regularly applies for funding from:

Ministry of Social Development

Ministry of Internal Affairs Community Organisation Grants Scheme

MacKenzie District Council-Twizel Community Board

Mid and South Canterbury Trust

Applications for specific projects could include:

Z Energy's 'Good in the Hood' programme

Meridian Energy Community Grants

Lotteries Commission

Southern Victorian Trust

Annual Reports approved by TCC Trustees

Tania Murphy, Chairperson	_____	_____ (Date)
Michelle Pearce	_____	_____ (Date)
Eleanor Harris	_____	_____ (Date)
Dave Power	_____	_____ (Date)
Bruce White	_____	_____ (Date)
Lou Ochsner	_____	_____ (Date)
May Kruishoop	_____	_____ (Date)
Les Andrew	_____	_____ (Date)

Twizel Community Care Charitable Trust
Income Statement For Year Ended 31 March 2016

	Notes	2016 \$	2015 \$
Income			
Grants and Annual Allocations			
Ministry of Social Development		22,399	22,399
Community Trust Mid Canterbury	(6)	2,917	-
Trust Aoraki		4,400	-
Southern Victorian Trust	(6)	2,100	
NZ Lotteries	(3)	-	22,600
Department of Internal Affairs	(6)	6,667	10,000
Mackenzie District Council		15,000	10,000
		53,483	64,999
Income from Services			
Community Vehicle Trust		4,680	4,784
Venue Hire		1,435	1,545
		6,115	6,329
Other Income			
Donations		-	1,000
Tagged Donation		198	1,000
Interest		557	1,379
		755	3,379
Total Income		60,353	74,707
Expenditure			
ACC Levies		236	300
Accounting Fee		400	-
Advertising		159	550
Bank Fees		-	5
Community Development Worker		189	23,721
Depreciation		1,593	1,680
Food Bank Supplies		522	-
Insurance		395	395
Ipayroll Fees		575	686
Office Expenses & Consumables		2,345	2,886
Power		2,611	1,885
Phone & Internet		1,712	1,800
Repairs and Maintenance		884	711
Sundry	(4)	96	222
Training		198	352
Travel		829	941
Wages		43,006	37,761
Waste Disposal		38	122
Total Expenditure		55,788	74,018
Net Surplus/(deficit)		<u>\$4,565</u>	<u>\$689</u>

Twizel Community Care Charitable Trust
Balance Sheet For Year Ended 31 March 2016

	Notes	2016 \$	2015 \$
Trust Funds			
Retained Earnings as 1 April		35,451	34,762
Net Surplus/(deficit) for year		4,565	689
Balance as at 31 March		<u>40,015</u>	<u>35,451</u>
Trust Funds are Represented by:			
Current Assets			
Cheque Account		13,393	3,463
ANZ On Call Account		26,191	30,727
GST Refund Due		<u>-</u>	<u>820</u>
Total Current Assets		39,584	35,010
Non Current Assets			
Fixed Assets	(2)	11,154	3,397
Building Access Ramp - Development to Date		<u></u>	<u>670</u>
Total Non Current Assets		11,154	4,066
Total Assets		50,738	39,076
Less Current Liabilities			
Grants Not Yet Allocated	(6)	6,616	
Accounts Payable		359	455
Unpresented Cheques		1,290	1,311
Holiday Pay Accrued		1,157	1,860
GST Payable		<u>1,301</u>	<u>-</u>
Total Liabilities		10,723	3,625
Net Assets/Liabilities		<u>40,015</u>	<u>\$35,451</u>

Financial statements are to be read in conjunction with the notes to the financial statements

Twizel Community Care Charitable Trust
Statement of Cash flows
for year ended 31 March 2016

		2016
		\$
Cash flows from operating activities		
Provided from receipts from customers	6,115	
Grant Funds	53,483	
Interest received	557	
Donations	<u>198</u>	60,353
Cash was disbursed to:		
Payment to suppliers	400	
Payment to employees	43,192	
Operating Expenses	<u>10,603</u>	54,195
Net cash flows from operating expenses		<u><u>\$6,158</u></u>

Schedule of Fixed Assets and Depreciation
For the Year Ended 31 March 2016

Asset	Cost Price	Book Value 1-Apr- 15	Additions Disposals	Month	Rate	----Depreciation----	\$	Accum Deprec.	Book Value 31-Mar- 16
Office Equipment Group	12,183	1,667		12	40%	DV	667	11,183	1,000
Photocopier	850	323		12	40%	DV	129	656	194
Computer	1035	802		12	30%	DV	241	474	561
Drapes	726	605		12	25%	DV	151	272	454
Ramp	3803		3803	10	8%	DV	254	254	3549
Meeting Room Chairs	1122		1122	1	20%	DV	19	19	1103
Freezer	1146		1146	1	25%	DV	24	24	1122
TV & Bracket	1338		1338	1	40%	DV	45	45	1294
Whiteboard Printer	1941		1941	1	40%	DV	65	65	1876
TOTAL	24,144	3,397	9,350				1,593	12,990	11,154

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: PUKAKI AIRPORT COMMITTEE

MEETING DATE: 2 AUGUST 2016

REF:

FROM: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To allow Council to consider the remuneration levels for Pukaki Airport members. To allow Council to consider extending delegation levels to allow the Pukaki Airport Committee to authorise land transfer documentation.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That Council approve the restoration of committee member fees for non Councillor members to \$20,000 per annum each.
3. That 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.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

- Letter from Derek Kirke dated 8 July 2016
- Report to Council dated 8 December 2015
- Report to Council dated 21 June 2016

BACKGROUND:

On 8 December 2015 Council considered the extent of delegations to be afforded to the Pukaki Airport Committee (Board). Council resolved:

Resolved:

1. *That the report be received.*
Cr Smith/Cr Williams
2. *That the Pukaki Airport Board be given delegation to manage all of its operating costs, which includes rates, insurance and any taxes.*
Cr Smith/Cr Cox
3. *That Council authorise staff to open an additional bank account with the ANZ Bank for use by the Pukaki Airport Board for the purpose of investing surplus funds.*
Cr Smith/Cr Cox

In June 2016 documentation was submitted by the solicitor acting for the Pukaki Airport Committee to the Chief Executive seeking authorisation to finalise a land sale transaction.

The Chief Executive sought confirmation from the Chair of the Pukaki Airport Committee that the sale details were in order and authorised the transaction on the strength of that discussion.

The Airport Committee Chair and the Chief Executive discussed the situation and agreed that current structure of delegations were not appropriate for the administration arrangements.

As a result of this discussion the Chair of the Airport Committee wrote to the Mayor, Council and Chief Executive on 8 July 2016 seeking Power of Attorney.

Legal advice has been sought in relation to implications of granting Power of Attorney but this had not been received at the time of writing this report.

A second matter was raised in the Chairman's letter. An increase in member remuneration from \$10,000 per annum to \$20,000 per annum for non Council members was requested. It is understood that members had previously been paid \$20,000 but had voluntarily reduced their own payment in recognition of the financial position of the airport.

The financial forecast included in the Statement of Intent submitted to Council on 21 June 2016 included an allowance of \$40,000 per annum for "Running Expenses". It is understood that this relates to member fees. It is noted that the committee has indicated a desire to appoint another member but the projection does not appear to cover this cost. However the projection does indicate significant surplus earnings.

SIGNIFICANCE OF DECISION:

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

ISSUES & OPTIONS:

In relation to the Power of Attorney question, the Chairman's request appears to align with Council's resolutions of 8 December 2015. If no legal impediments are raised it would seem appropriate to grant the request.

As noted by the Chairman the operation of the Airport requires significant time input from the committee members and it is appropriate that they should be adequately remunerated.

CONCLUSION:

It is recommended that Council approve the restoration of committee member fees for non Councillor members to \$20,000 per annum each.

It is recommend that 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.

26 Mataraki Place

Wanaka 9305

8/07/2016

The Mayor, CEO, and Councillors

Mackenzie District Council

Dear Clair and Wayne,

Thank you for attending to the documents sent by our solicitors.

Further to our discussions yesterday Wayne I can understand your discomfort at signing documents which finalise transactions which you know nothing about. I suggest a sensible solution would be to execute a Power of Attorney document in favour of both Rick and I, restricted to the affairs of the airport, with a requirement that both of us need to be signatories to any document when signing on the Council's behalf.

The other issue I ask you also to consider is the restoration of Rick's and my Directors Fees to the \$20,000 each p.a. we previously received. (We voluntarily halved them in 2009 when activity slowed after the GFC). There have been few days over the last 6 months when we haven't been required to spend several hours on the Airport affairs. This has been dealing with potential buyers, working with lawyers on sale and purchase agreements as required by each buyer, monitoring our cash flow and capital, liaising with our accountant, renewing and monitoring our leases and licences to occupy, and dealing with two potential large users of the airport.

Thank you

Yours sincerely

Derek Kirke

Chairman Pukaki Airport Board

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: FOLLOW UP PUKAKI AIRPORT BOARD

MEETING DATE: 8 DECEMBER 2015

REF:

FROM: MANAGER – FINANCE AND ADMINISTRATION

PURPOSE OF REPORT:

To document Council's views on how the Pukaki Airport Board operates into the future.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the Pukaki Airport Board be given delegation to manage all of its operating costs, which includes rates, insurance and any taxes.
3. That Council authorise staff to open an additional bank account with the ANZ Bank for use by the Pukaki Airport Board for the purpose of investing surplus funds.

PAUL MORRIS
MANAGER – FINANCE AND ADMINISTRATION

ATTACHMENTS: None.

BACKGROUND:

A workshop was held in Twizel with Council and the members of the Pukaki Airport Board (the Board) to discuss a wide variety of matters including how Council views the Airport, future funding and autonomy.

The Council reiterated its satisfaction with the work undertaken by the Board.

The Board advocated for a continuation of the status quo and discussed the future funding requirements of the airport. It was the Board's opinion that the next iteration of the airport would require significant capital injection that would be best funded through external commercial partnerships and not Council rates.

The accounting functions were also discussed and it was agreed by all that the current hybrid accounting was less than satisfactory.

The Finance Manager raised the possibility of the Board take over all the accounting and secretarial requirements relating to the Board.

Those present at the workshop generally agreed that it would be best for either Council to undertake all of the accounting function or none of it. The Board's independence was a positive aspect of the current structure therefore it was considered appropriate for the Board to control its own accounting function.

Broadly it was agreed by the workshop participants that the Board continue with its current structure and mandate with the addition of the following:

- a) The Capital Reserve deficit of approximately \$34,000 be repaid from Board funds.
- b) With the closing of the Capital Reserve, the Board now becomes responsible for all costs of the activity including operational costs, rates, insurance and other taxes as applicable.
- c) An additional bank account be opened to allow the Board to invest surplus monies to earn higher interest.
- d) Compliance with the Local Government Official Information and Meetings Act 1987 (LGOIMA).
- e) The Board will provide to Council monthly financial statements as they become available in a format that can be included into Council's monthly reports to its Finance Committee. This will include variance explanations.

SIGNIFICANCE OF DECISION:

The decision is not considered to be significant under Council's Significance and Engagement Policy.

CONCLUSION:

This paper is to summarise the discussion held with the Pukaki Airport board. The conclusion of the discussion was that Council agrees to give the airport board greater autonomy over the operations of the board. These recommendations give effect to those conclusions.

MACKENZIE DISTRICT COUNCIL

REPORT TO: COUNCIL
SUBJECT: PUKAKI AIRPORT BOARD REPORTS
MEETING DATE: 21 JUNE 2016
REF: LAN 15
FROM: CHAIR, PUKAKI AIRPORT BOARD

PURPOSE OF REPORT:

The purpose of this report is for the Council to consider the Chairman's Report and final draft Statement of Intent of the Pukaki Airport Board.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the attached Chairman's report for the Pukaki Airport Board dated 14 June 2016 be received and noted.
3. That the Pukaki Airport Board Statement of Intent for the Three Years Ended 30 June 2019 be adopted.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

- A. Chairman's Report - 14 June 2016
- B. Draft Pukaki Airport Board Statement of Intent for the Three Years Ended 30 June 2019.

BACKGROUND:

The Pukaki Airport Board is a committee of Council, and regularly provides reports on its activities and upcoming plans to Council.

POLICY STATUS:

N/A.

SIGNIFICANCE OF DECISION:

The decision is not considered significant under the Council's Significance and Engagement Policy.

CONCLUSION:

The Pukaki Airport Board regularly reports to Council as to its activities. The Chairman's report and the Statement of Intent are attached for Council's consideration.

DRAFT FOR COUNCIL CONSIDERATION

Pukaki Airport Board

Statement of Intent

**For the Three Years Ended
30 June 2019**

1. INTRODUCTION:

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

The Statement of Intent sets out the overall intentions and objects for the Board for the trading year 1 July 2016 to 30 June 2017 and the succeeding two years.

2. MISSION:

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

3. GOVERNANCE:

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

The organisations will operate within the legal framework governing companies and local body organisations. They will work within the legal framework of the Local Government Act 2002, Commerce Act 1986, Resource Management 1991, Airport Authorities Act 1966, and Civil Aviation Act 1992. They will also operate taking account of other aviation and real estate specific legislation, regulations, and codes of practice.

4. NATURE AND SCOPE OF ACTIVITIES:

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

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

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

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

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

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

5. FINANCIAL PERFORMANCE PROJECTIONS: REVISED FINANCIAL FORECAST PROJECTIONS - 14th June 2016

	2016/2017	2017/2018	2018/2019
Opening Balance	+\$193,000	+\$591,696	+\$618,420
Revenue Statement			
Revenue:			
Capital Revenue-land sales (stages1-4)	\$75,500	\$25,000	\$25,000
Other Capital Land Sales	\$406,696	\$185,224	\$185,224
Aviation & Rental Revenue	\$32,000	\$32,000	\$32,000
Interest	\$3,000	\$10,000	\$12,000
Total Land Sales and Revenue	+\$517,196	+\$252,224	+\$254,224
Less Expenses:			
Running Expenses	\$40,000	\$40,000	\$40,000
Sales Promotion	\$40,000	\$60,000	\$40,000
Taxi way seal		\$105,000	
Rates	\$16,000	\$12,000	\$12,000
Irrigation	\$2000		
Legal Fees – sale contracts	\$7000		
Repairs and Maintenance	\$11,500	\$6500	\$7500
Incidentals	\$2000	\$2000	\$2000
Interest			
Total Expenses	-\$118,500	-\$225,500	-\$61,500
Net Surplus/(Deficit)	+\$398,696	+\$26,724	+\$171,662
Airport Reserve Balances	+\$591,696	+\$618,420	+\$775,182
Closing Balance	+\$591,696	+\$618,420	+\$790,082

6. OPERATING PERFORMANCE PROJECTIONS:

Assumptions made in producing the financial forecast table

1. We expect to receive final payment on an outstanding contract no later than June 30th 2017. The potential owner of this Lot will still owe \$55,000 at 30th June 2016 having recently paid another \$30,000
2. During the 2015/2016 period the Board has dealt with a total of 18 serious enquiries, and has achieved a total of seven sales (\$1,030,390). This has involved Board members in considerable effort, with some activity required almost every day. Although it is likely we will achieve more sales, the figures in this report assume no further sales.

3. The Board is working with Council to resolve the issue of a huge increase in rates of \$5,900 from the 2015 year to the 2016 year. (Over a 40% increase). On investigating the transfer of our financial affairs from the Council we have discovered that the Pukaki Airfield was wrongly zoned as Industrial" instead of "Airport" which means the valuations are unreasonably high and the rates figure is excessive as a result. We are working to try to resolve this issue but the forecasts use this high figure. (The lower rates in the 2018 and 2019 years reflect the transfer of rates from us to new owners).

The targets set out in the forecast are based on the Board's view of the economic conditions existing in April 2016.

Specific Projections in this SOI

a) No further development work will be undertaken during this period but during the 2018 financial year the Board forecast an additional coating of seal on the taxiways as recommended by Council staff. As a result of the very successful recent land sales the Board will focus its efforts to find a way or ways to convert the accumulated capital into new long term Pukaki Airport aviation revenue generation.

b) The Board have no residual financial obligations to other parties including Mackenzie District Council except for normal land owner annual charges.

c) The Board undertook preliminary work on noise boundaries and decided to leave these on file to be activated at some time in the future. Based on current airport noise protection zones gleaned from public documents we expect only one nearby landowner would be affected by noise zones. It will be important for the airport to review this issue regularly and make decisions relative to future subdivision activity near the airport. This project may involve considerable expense which we would discuss with council before any commitments are made.

d) The airport has lease contracts with The Helicopter Line, Metservice NZ, BP, Red Cat Adventures, and James Leslie.

e) The Airport has a further \$1,000,000 of Lots available for sale.

f) Fuel. The Fuel facility will continue to be vital to the future success of the airport.

g) The Board completed a hanger in 2012. It is fully leased.

7. DIVIDEND DISTRIBUTION POLICY:

The Board has completed investment in capital infrastructure required for the subdivision and the running of the airport. The Board does not expect to pay dividends to Council until such time as substantial net profit annual surpluses occur. This will be dependent on aviation landing fees, lease income, and interest rates obtained from the land sales capital account.

8. REPORTING SCHEDULE:

8.1 The Board shall deliver to the Council within 60 days of the end of December Each year a report on the state of the Board's operations which shall include:

- Report from the Chairman
- Financial report showing the year to date position against budget and the year-end forecast against budget.
- Financial commentary explaining variances

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

- ✧ A draft Statement of Intent

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

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

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

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

9. AVIATION STRATEGY:

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

10. THE BOARD:

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

10.1 Appointment

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

10.2 Quorum

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

10.3 Meeting Frequency

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

10.4 Resignation

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

10.5 Remuneration

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

10.6 Retirement

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

10.7 Disqualification

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

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

10.8 Chairperson

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

10.9 Personal Interest

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

10.10 Indemnities and Insurance

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

10.11 Delegated Authority

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

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

11 Risks

11.1 Real Estate

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

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

12 Pukaki Airport Capital Reserves

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

13 Asset values and Rateable Value

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

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: ALPS 2 OCEAN CYCLE TRAIL JOINT COMMITTEE

MEETING DATE: 2 AUGUST 2016

REF:

FROM: TONI MORRISON, PROJECTS & ADMINISTRATION
MANAGER
GARTH NIXON, COMMUNITY FACILITIES MANAGER

PURPOSE OF REPORT:

To obtain the Council's approval to enter into an agreement to form the Alps 2 Ocean Cycle Trail joint committee, and approve its Terms of Reference.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the Alps 2 Ocean Cycle Trail Joint Committee be reconstituted to monitor the joint venture construction project and to look after the two councils' (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.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

Agreement in Relation to Alps 2 Ocean Joint Committee

BACKGROUND:

The Local Government Act (LGA) 2002 Amendment Act 2014 (Amendment Act) introduced a new legislative requirement in relation to joint committees. This states that all joint committees may not be appointed unless an agreement (including Terms of Reference) has been reached between participating Councils.

At the time (8 August 2015) that all Joint Committees had to be reconstituted via an agreement through Council, the Alps 2 Ocean Committee (A2O JC) was not in a position to provide an updated Terms of Reference (ToR). At the A2O JC meeting in June 2016 the committee approved the attached draft ToR to be tabled at both MDC and WDC meetings for approval.

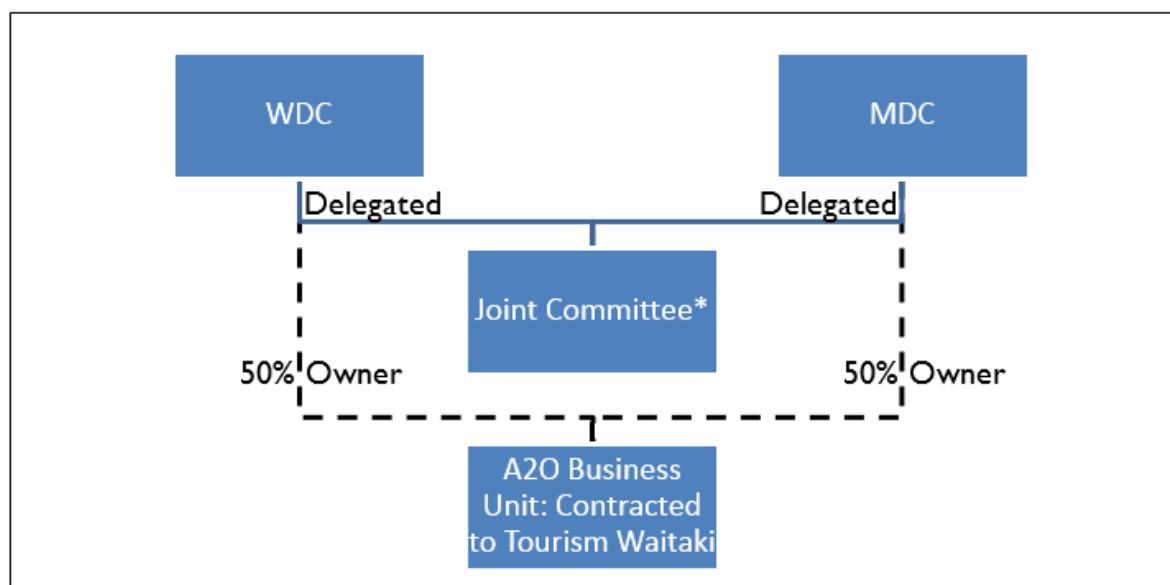
The draft Agreement and ToR are attached to this report for Council's approval. Changes made to the draft ToR by the A2O JC reflect the changed management responsibility of the A2O JC relating to the Cycle Trail. The focus has moved from primarily constructing the trail to constructing and managing the A2O Cycle Trail business (contracted to Tourism Waitaki).

Waitaki District Council are considering the same draft agreement and ToR at their meeting in early August.

The Councils, along with Tourism Waitaki work together with the Department of Conservation (DOC) and private stakeholders to manage the A2O Cycle Trail. It was proposed from the outset, and included in the funding applications to government, that an entity would be established to develop, operate and maintain the Trail on an on-going basis.

Both councils agreed to form the A2O Joint Committee (WDC: 29 March 2011 and MDC: 23 March 2011) and subsequently made appointments.

The A2O JC at their meeting of June 2016 agreed that the JC should be reconstituted on the basis of the attached draft agreement and ToR, and approved the following amended structure:



* Joint Committee Members:	Chairman (Official Business Partner):	Mike Neilson
	WDC Councillor:	Craig Dawson Colin Wollstein
	MDC Councillor:	Annette Money Russell Armstrong
	Official Business Partner:	To be appointed
	DOC:	Rob Young Sally Jones
In attendance:	WDB TW:	Hugh Packer Jason Gaskill
	MTDT:	Phil Brownie
	MDC:	Glenn Innes Wayne Barnett(CEO)
		Garth Nixon
	WDC:	Michael Ross (CEO)
		Thunes Cloete
	Friends of A2O	Adair Craig
	Secretary:	Geraldine Read Helen Strachan

POLICY STATUS:

N/a.

SIGNIFICANCE OF DECISION:

The issue is not considered significant under the Council's Significance & Engagement Policy.

OPTIONS:

Option 1 – Do not approve the Terms of Reference and structure proposed for the A2O JC

Option 2 – (Preferred option)

1. Reconstitute the Alps 2 Ocean Cycle Trail Joint Committee (A2O JC) to monitor the joint venture construction project and to look after the two councils (Mackenzie District Council (MDC) and Waitaki District Council (WDC)) interest in the Trail management on an ongoing basis.
2. Approve the Agreement and Terms of Reference for the Alps 2 Ocean Cycle Trail Joint Committee.

CONSIDERATIONS:

Legal

The Agreement and TOR (if approved) achieve compliance with the requirements for joint committees under the LGA.

Financial

Funding arrangements for the Committee are outlined in the attached TOR.

Other

The reconstitution of the Committee is considered an effective and efficient way to provide for development and promotion of the Cycle Trail.

CONCLUSION:

The establishment of an entity to operate the Alps 2 Ocean Cycle Trail is a critical success factor in getting the tourism and economic benefits this project aspires to. These potential benefits are large in some of our smaller communities where opportunities are limited.

The councils believe strongly that the Alps 2 Ocean Cycle Trail is a significant project that provides economic and social benefits to our districts. This recommendation represents the best way forward on maximising these benefits.

**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.

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 of operating meetings.
19. To spend the grants received in accordance with all grant application and funding agreement.

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

Membership

The Alps 2 Ocean Joint Committee membership will comprise of one 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 of 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 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: RATES RESOLUTION REPORT

MEETING DATE: 2 AUGUST 2016

REF: FIN 4/1

FROM: MANAGER FINANCE & ADMINISTRATION
SENIOR REVENUE OFFICER

ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

The purpose of this report 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.

RECOMMENDATION:

1. That the report be received.
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.

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 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)

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

Group (B)

All other properties

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

Group (A)

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

Group (B)

All other properties 70% of the total rate requirement

RURAL WORKS & SERVICES RATE

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

Category

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

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

Ohau A	20% of the balance of the targeted rate requirement
Tekapo A	20% of the balance of the targeted rate requirement

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

DISTRICT ROADING RATE

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

Group (A)

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

Group (B)

All other district properties

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

Group (A)

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

Group (B)

All other district properties 70% of the total rate requirement

TOURISM AND PROMOTION RATE

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

Commercial Businesses

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

Industrial Land properties

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

Primary Accommodation Businesses

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

Secondary Accommodation Properties

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

Notes for the purposes of these rates

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

Definitions:

Group (A)

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

Group (B)

- “All other properties” means 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) 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
- b) A charge of 10 per cent on so much of any rates levied before 1 July 2016 which remain unpaid on 2 August 2016.
- c) A charge of 10 per cent on any rates to which a penalty has been added under (b) if the rates remain unpaid on 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.

PAUL MORRIS
MANAGER - FINANCE & ADMINISTRATION

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

Background

Section of the Local Government (Rating) Act 2002 requires that the rates must be set by resolution of the local authority.

Assessment of Significance

This matter is not deemed significant under the Council's significance policy.

Recommendation

That the rates and due dates for payment be set by resolution for the 2016/17 financial year.

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: REVIEW OF FINANCIAL ASSISTANCE FOR COMMUNITY ORGANISATIONS

MEETING DATE: 2 AUGUST 2016

REF:

FROM: CHIEF FINANCIAL OFFICER

ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

For Council to decide, after discussing at a workshop, whether it wishes to formally review its financial assistance for community organisations.

STAFF RECOMMENDATIONS:

1. That the report be received.
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.

OR

3. That Council instruct staff not 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.

PAUL MORRIS
CHIEF FINANCIAL OFFICER

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL
FROM: CHIEF EXECUTIVE OFFICER
SUBJECT: COMMUNITY BOARD RECOMMENDATIONS
MEETING DATE: 2 AUGUST 2016

PURPOSE OF REPORT:

To consider the recommendations made by community boards.

RECOMMENDATIONS:

1. That the report be received.

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

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 11 JULY 2016 AT 3PM

PRESENT:

John Bishop (Chair)
Pat Shuker
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
Jade Lloyd for correspondence only
Judy Norman left at 3:35pm
3 Members of the public

OPENING:

The Chair welcomed everyone to the meeting.

APOLOGIES:

Apologies were received from Mayor Barlow, Bruce White and Phil Rive. An apology for lateness from the Chief Executive Officer was also received.

Cr Armstrong/ Chair

DECLARATIONS OF INTEREST:

There were no declarations of interest.

VISITORS:

The Chair welcome Jade Lloyd and Judy Norman to the meeting and invited Ms Lloyd to speak to the correspondence received on page 12 of the agenda. Ms Lloyd said the Twizel Cancer Support Group (TCSG) had proposed to establish long term natural shade to protect the Market Place playground and surrounding area.

Ms Lloyd provided the board with tree species and positions of planting for their information. She said \$3,500.00 is required for the project, this including tree purchase, planting, fence construction and Whitestone Contracting costs. The trees are being sourced by Dene Maddon through Southern Woods Nursery in Christchurch. Ms Lloyd stated that the cost of the project depletes the funds saved by the TCSG for providing shade around the playground. She suggested another project possibility which could be completed at the same time to minimise costs, planting complimentary claret ashes along the boundary of the Market Place, where the Salmon and Wine Festival is held. She added that the four claret ashes would complement the area while also providing a wind break and shade in the later part of the afternoon. The estimated cost of the project would be \$1,000.00 and Ms Lloyd suggested the funds be donated by the Twizel Community Board rather than the TCSG.

The Community board unanimously supported the project and agreed to grant the TCSG the \$1,000 required to plant four claret ashes trees along the Market Place boundary. The Community Board suggested Mr Nixon be involved with the project working in with the TCSG.

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

MINUTES:

Resolved that the minutes of the meeting of the Twizel Community Board held on May 30 2016.

Cr Armstrong/ Pat Shuker

General Business arising from the minutes:

The Chair updated the board on progress made regarding the track on Man-Made Hill. He said after a site visit and discussion with Twizel Community board members and Council staff it is proposed the existing track be redeveloped. He noted a price would be required and confirmation of support from the Twizel Golf Club.

MATTERS UNDER ACTION AND PROJECTS REPORT:

1. **Twizel Water Supply Upgrade:** Mr Haar said the reservoir liner is going in this week. Additional work is being carried out to repair and replace associated parts.
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.

Projects Report: Mr Nixon reported the shade trees improvements and the entrance to Tasman Road have been added to the projects list. The Boulder Fountain had been removed and now awaits the final material removal and clearing, Mr Nixon asked for Community board direction regarding the area and any ideas welcomed for its use. He added the seal on Ohau Road footpath had been tidied up and with warmer weather will be completed. Bike stands are awaiting completion at Gibson Brothers in Fairlie and the new walkway signs have been delivered to the Twizel office today.

REPORTS:

FINANCIAL REPORT TO MAY 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 May, 2016.

Resolved that the report be received.

Chair/ Cr Armstrong

TWIZEL FOOTBALL CLUB REQUEST:

This report from Mr Nixon asked the Community board to consider a grant request for \$364.50 from the Twizel Football Club. Mr Nixon disturbed further information to board members this supporting information included a letter from Megan Lynch, Twizel Football, a quote and photographs from Perennial Sport and Turf for aluminium football posts and a completed application grant form.

Mr Nixon said the board needs to be conscious that other users pay a standard rate. He said it appears to be better to allocate a grant to help the winter league progress. He added; based on 3 hours per week for 12 weeks the Football Club would contribute \$729.00 to user charges of the hall, 50% of this (the requested grant) would be \$364.50.

Resolved

1. That the report be received.
2. That the Twizel Community Board grant the Twizel Football Club \$364.50.

Pat Shuker/ Cr Armstrong

TWIZEL EARLY LEARNING CENTRE:

Mr Nixon reported that in October last year the Community board considered a request from the Twizel Early Learning Centre to investigate the use of Rec A zoned land on Glen Lyon Road. The Board supported this request and Council in turn considered this matter. He said as per the attached letter the Twizel Early Learning Centre had confirmed that they wish to proceed with this site and Mr Nixon will progress this through Council.

Resolved:

1. That the report be received

Chair/ Pat Shuker

WINTER SAFETY IN MARKET PLACE:

The purpose of this report from Mr Nixon was to update the Community board on suggestions for winter safety in Market Place, Twizel.

Mr Nixon said he purchased and installed anti slip matting which has been laid on the slope in order for people to enter and exit Market Place safely. He outlined 3 options and asked the Community Board to indicate how they wish to proceed with this matter.

The Community board believed the installation of the anti-slip matting had proven sufficient at this time and indications had been given that this had resolved any remaining safety concerns.

Resolved:

1. That the report be received.
2. 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

WARD MEMBER'S REPORT:

Cr Armstrong had nothing to report.

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

There were no reports from members who represent the Community board on other committees.

GENERAL BUSINESS:

YOUTH CENTRE SKATE PARK AREA:

Mr Nixon reported a letter had been received from Mrs Jacobs, Twizel JAB Rugby Club Secretary asking the Community board to consider an idea of a collaborative clubroom/youth centre facility that all groups can access and use.

The community board acknowledge the letter received by Mrs Jacobs and noted the ideas proposed.

EDIBLE GARDENS:

The Chair stated he had received an email from Amy Lamb, Community Development Worker regarding a Community project currently underway in Twizel to have edible gardens in and around the Mackenzie. The Chair said Ms Lamb is seeking the support of the Community board, in principle, and also any input of ideas about the gardens.

The Community board were in favour of the edible garden idea and asked Mr Nixon to continue liaising with Ms Lamb in moving the project forward.

REMOVAL OF SPEED BUMPS ON NORTH WEST ARCH:

The Chair asked for the Community boards input regarding the removal of speed bumps on North West Arch. He said a request had been made by the Community board previously to have the speed bumps removed and was following up to see if there was still a desire for them to be removed.

Mrs Shuker said she would not like the speed bumps removed. She said speeding motorists are a concern on North West Arch.

Cr Armstrong agreed. He said he could not see the sense of removing the speed bumps and added the speed bumps are located down the end of the road.

The Chair said a general consensus from the Community board is to leave the speed bumps as status quo.

TWIZEL ARTS COUNCIL:

Mr Nixon informed the board that a letter from Kay Potter, Chairperson Twizel Arts Council had been received asking the Community board to help fund a possible upgrade to the lighting in the theatre at the Twizel Events Centre. Mr Nixon noted Ms Potter had stated in her letter that the Twizel Arts Council had agreed to pay up to \$2,500 towards this project.

The Chair said he had asked for more information regarding the request from Ms Potter but had not been able to contact her.

Mr Nixon said it is his understanding that Council would pay for the use of a Cherry Picker for light replacement. He added that the Twizel Arts Council had undertaken the works without Council assistance. He said Council had however, paid for an electrical to fix a broken light.

Cr Leslie commented that he believes the lights had been purchased and a Community board contribution is no longer required.

The Chairman said he will confirm this with the Twizel Arts Council.

PLACEMENT OF SCULPTURE:

The Chair asked for the board's direction regarding the placement of a sculpture in Market Place.

The Chair said he had asked Meridian Energy if they would like to take ownership of the sculpture because it was originally from a dam but had not had a reply. The Chair said he had received an offer from Rick Ramsay to write a plaque explaining how the sculpture came about and attach the plaque to the sculpture.

The Community board were supportive of Mr Ramsay's offer and Mr Nixon added that the sculpture could be placed in the court yard opposite the information centre 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

VEHICLE GARAGES UPDATE:

Cr Armstrong asked Mr Nixon for an update regarding the construction of vehicle garages at the back of the Twizel Events Centre. Mr Nixon reported the Vehicle Trust had cleared the area and were processing the works. Mr Nixon added that the Vehicle Trust would manage the project from now on.

PUBLIC EXCLUDED RESOLUTION:

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

- Request to Purchase Council land

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
Request to purchase Council land	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:
Request to purchase Council land 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 :4:12PM
CHAIRMAN: _____
DATE: _____

**MACKENZIE DISTRICT COUNCIL
MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD
HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY JULY
18, 2016, AT 5:06PM**

PRESENT:

Owen Hunter (Chair)
Warren Barker
Les Blacklock from 5:07pm
Trish Willis left at 6:29pm
Cr Noel Jackson

IN ATTENDANCE:

Garth Nixon, Community Facilities Manager
Keri-Ann Little, Committee Clerk

OPENING:

The Chair welcomed everyone to the meeting.

APOLOGIES:

That an apology be received from the Chief Executive Officer.

Cr Jackson/ Warren Barker

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 7 June 2016 be confirmed and adopted as the correct record.

Trish Willis/ Cr Jackson

**FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION AND PROJECTS
REPORT:**

The Chair reported no update on the matters under action.

The Community board expressed their disappointment and frustration regarding the Riddle Street one-way trial not being actioned which had been frequently requested. Mr Nixon said he will urgently follow this up with the Asset Manager.

The Chair reported that the recent concerns raised by Community members and the Community board with Mackenzie Motors regarding the road reserve being used for business use, the dumping of old cars and the general state of the footpath and road at the town end of Regent street had not been resolved. He said the Chief Executive Officer had spoken with the Business Owner but that it appears the problems are resurfacing. The Chair asked Mr Nixon what action can now be taken. Mr Nixon said

he will discuss the board's concerns with the Chief Executive Officer and either he or the Chief Executive Officer will report back to the Community Board.

Projects Budget:

Mr Nixon reported the shelters tasked to Gibson's Brother's Engineering for the village green tables are close to completion. He said tree removal on State Highway 79 outside Dobson's Contracting Yard had received sign off from Alpine Energy regarding works around live wires. Mr Nixon added removal would take place within 10 days and Whitestone Contracting would remove the remaining stumps and debris.

Mr Nixon highlighted the inclusion of the Enid Hutt Beautification Fund to the projects budget and reported the current balance at \$22,125 with funds available of \$1,350.00.

REPORTS:

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 May 2016, to update the board members on the financial performance of the Fairlie Community as a whole for that period.

Resolved that the report be received.

Cr Jackson/ Les Blacklock

The Community board requested an explanation regarding the Camping Ground lease settlement not being credited back to Community board funds but instead was credited to Council.

Mr Nixon said his understanding was that Council wrote the Camping Ground lease debt off and therefore received the settlement payment. He added he will follow this up with the Chief Executive Officer and report back to the Community board.

Ms Willis asked if there are any examples of Council Swimming Pools receiving external funding or sold to community organisations.

Mr Nixon said there are Trusts and commercial organisations that operate Community Swimming Pools. He said this could be an option worth investigating and added that from Council's point of view the organisation would have to guarantee ongoing service.

WARD MEMBERS REPORT:

Cr Jackson reported Council are currently working on the District Plan review and consulting with local Iwi.

REPORT FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

The Chair reported he attended the recent candidate information evening in preparation for the October Local Body Election's. He said 7 members of the Community attended.

GENERAL BUSINESS:

FAIRLIE GARDENS:

Mr Nixon with the aid of a PowerPoint presentation spoke to the Community board regarding garden ideas in specific areas of focus and priority areas.

Cr Jackson noted the access for the public is restricted down Riddle Street when exiting their cars due to over grown shrubs. Mr Nixon welcomed ideas from the Community board on how to alleviate the problem, possible plantings, cutting back of existing shrubs and different species of shrubs were discussed to allow for a narrow edge to be available for people to stand on when exiting vehicles.

The garden area opposite Wrightson's and against the stone wall was also discussed with suggestions offered.

Ms Willis said the Community board would like to see a basic level of service maintained with no dead plants, garden's provided with mulch and are kept weed free. She said gardens also require regular watering even during water restrictions, a reasonable watering policy should be in place for Fairlie gardens. She added making sure the gardens would be maintained and managed is a good starting point.

The Community board suggested Mrs Habraken from the Fairlie Garden Club be invited to provide suggestions and advice on plantings and overall landscaping of the Fairlie Gardens.

Mr Nixon said he would compile ideas and suggestions and correspond with the Community board. The Community board asked Mr Nixon to undertake this via email allowing work to be ongoing and not requiring a wait time until the next Community board meeting.

Mr Nixon referred to a invitation he had received from Anne Thomson, Fairlie Resource Centre, regarding an information evening on July 28th at 7:30pm to discuss an edible gardens project. Mr Nixon provided the Community board with a drawn diagram of a possible garden area, a small triangle garden by the Fairlie Community Centre Lounge entrance ramp, which could be used for an edible garden. He said the idea would be to plant different vegetables for the Community to use as they wished.

The Community board expressed their support on the proposal and added that the gardens would have to be regularly maintained and updated.

Resolved that the report be received.

Cr Jackson/ Warren Barker

FAIRLIE COMMUNITY CENTRE KITCHEN:

Mr Nixon reported following from the previous Community board meeting and a request from members to obtain costings for a new kitchen oven for the Fairlie Community Centre he distributed correspondence received from Lesley Roy, Viv Blair and Barb Adams and Geri Hogan offering feedback from usage of the kitchen in the Fairlie Community Centre. Mr Nixon supplied the Community board with replacement options and costings for a new Gas Range or Electric Convention Oven. He added the general consensus from users surveyed were that they were happy with the ovens but commented that the current fridge was not adequate. Mr Nixon asked the Community board for direction regarding a fridge upgrade and the possible purchase of a catering trolley.

The Chair suggested Chris Haugh be approached regarding a large fridge on wheels he currently had for sale.

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

FAIRLIE DOMAIN FURNITURE:

This agenda item requested by Ms Willis was accompanied by photos of the Fairlie Domain structures, grounds, garden maintenance and play equipment.

Ms Willis asked Mr Nixon if the wooden board seat structures around the trees at the Fairlie Domain could be removed.

The Fairlie Community Board instructed Mr Nixon to remove the wooden board seating around the trees at the Fairlie Domain.

Mr Blacklock expressed his disappointment at the result of works taken out by Whitestone repainting the Domain gates. He said no preparation work was completed including water blasting of the gates and they have been repainted in a different colour resulting in an untidy and unprofessional look. Mr Nixon said he will follow this up with Whitestone.

Cr Jackson suggested a part time employee could undertake maintenance work around town.

ICE SKATING RINK AND RINK BUILDING:

This agenda item requested by Ms Willis was accompanied by photos of the Fairlie Ice Skating Rink and Rink Building.

Ms Willis asked for clarification to ownership of the Fairlie Skating Rink Building. Mr Nixon replied the building is owned by a trust.

Cr Jackson asked if there was a way that the building could be tidied up.

The Chair said the Lion Foundation could grant funds for painting of the building if requested.

COMMUNITY BOARD RESPONSIBILITIES FOR USERS' SAFETY OF ASSETS:

Ms Willis asked if the Fairlie Community board is accountable for user safety for any of the board assets.

Mr Nixon responded there is a level of protection from Council but this would be the responsibility of the Chief Executive Officer to initiate.

WATER METRES:

Warren Barker said this item had now been resolved.

NEW DEVELOPMENT LIGHTS:

The Chair reported he had asked Mr Bell to highlight his concerns regarding street lighting at Ayers Street in the new subdivision in writing. He added he had no received anything from Mr Bell.

OTHER BUSINESS:

Service Lane Regent Street:

The Chair asked if the Service Land off Regent Street at the back of the front shops could be assessed. He said the pot holes are severe and require maintenance. Mr Nixon said he will pass this information on to the Asset Manager.

Fairlie Entrance Signs:

Cr Jackson asked for an update regarding Fairlie Gateway signs landscaping at the Tekapo/State Highway 79 and Allandale Road entrances. The Community board discussed possible options of colourful plantings around the base and possible tree plantings behind the signs. Cr Jackson suggested native plantings, low maintenance and of average height would be desirable. The Chair highlighted Clayton Road corners as possible planting sites also.

Water Charges:

The Chair asked the Asset Department to investigate the water usage and charges for the Fairlie Laundry. Mr Nixon said he will inform the Asset Department of the request.

**THERE BEING NO FURTHER BUSINESS THE CHAIR
DECLARED THE MEETING CLOSED AT 6:49PM**

CHAIRMAN: _____

DATE: _____

**MACKENZIE DISTRICT COUNCIL
MINUTES OF A MEETING OF THE PLANNING AND REGULATION
COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON
TUESDAY 19 JULY 2016, AT 2:37 PM**

PRESENT:

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

IN ATTENDANCE:

Wayne Barnett, Chief Executive Officer
Nathan Hole, Planning and Regulation Manager
Keri-Ann Little, Committee Clerk

APOLOGIES:

There were no apologies.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

CONFIRM MINUTES:

Resolved that the minutes of the Planning and Regulation Committee meeting held on 7 June 2016, including those parts taken in public excluded, be confirmed and adopted as a correct record of the meeting.

Cr Armstrong/ Cr Jackson

REPORTS:

**MID SOUTH CANTERBURY RURAL FIRE COMMITTEE STATEMENT OF INTENT
AND BUSINESS PLAN:**

This report from Mr Hole was for the Committee to support the adoption of the Mid-South Canterbury Rural Fire Committee (MSCRFC) draft statement of intent for 2016/17.

Mr Hole said funding was supplied from the Regulatory budget within Rural Fire and is funded by the Rural Works and Services Rate.

Cr Smith asked if this rate will increase and if so what will rural people be required to pay. Mr Hole reported that the Twizel Tanker is scheduled for replacement and will be discussed at a later meeting, he noted that Mr Hands administration support is paid by all members including the Department of Conservation.

The Chief Executive Officer said the 2016 budget is only April to June and this is why 2017 appears high.

Mr Hole said the amount Council have been invoiced for South Canterbury Rural Fire is \$115,000 in total, the approved budget is \$123,000.00 resulting in what Council have been invoiced for is less than budget.

Resolved:

1. That the report be received.

Cr Leslie/ Cr Armstrong

2. That the Committee agrees to adopt the MSCRFC's 2016/17 draft statement of intent and business plan.

Cr Smith/ Cr Williams

DISTRICT LICENCING COMMITTEE CHANGE OF COMMISSIONER:

The purpose of this report from Mr Hole was for the Committee to confirm the resignation of Pat Mulvey as District Licensing Committee (DLC) Commissioner and to confirm the appointment of Sharyn Cain the new DLC Commissioner.

Mr Hole spoke to the report.

Resolved:

1. That the report be received.

Cr Armstrong/ Cr Jackson

2. That the Committee recommends to the Chief Executive Officer that the resignation of Pat Mulvey from the role of Commissioner of the Mackenzie District Licensing Committee is accepted and that it is effective from the appointment of a new Commissioner of the Mackenzie District Licensing Committee; and
3. That the Committee recommends to the Chief Executive Officer that Sharyn Cain is appointed Commissioner of the Mackenzie District Licensing Committee effective immediately.

Cr Williams/ Cr Smith

BUILDING ACCREDITATION ASSESSMENT REPORT:

The purpose of this report from Mr Hole was to table International Accreditation NZ's (IANZ) assessment report of Mackenzie District Council's Building Consent Authority (BCA) for the Council's information. He said the report provides Council with an understanding of the accreditation process.

The Chair noted the good news and highlighted a few corrections needed and reporting back to the authority with these corrected before September was required.

The CEO acknowledged Mr Hole and the work he has carried out to steer the Council through the accreditation.

Mr Hole said the accreditation was a team effort from the Building department to prepare Council for the audit. He said he will update the Committee at the next Committee meeting on the process of the corrective actions and strong recommendations Council are required to implement, these will all have to be in place for the next audit.

Resolved: that the report be received

Cr Armstrong/ Cr Leslie

PLAN CHANGE 13 TIMEFRAME:

Mr Hole spoke to his report updating the Committee on Plan Change 13 timeframes. He said the Environment Court issued a minute of 17 May 2016 setting out the timeframes for the various parts of the process indicating a hearing on Plan Change 13 would be held in the week of 7 November 2016.

Resolved: that the report be received.

Cr Williams/ Mayor

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE
MEETING CLOSED AT 3:01PM**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE MACKENZIE DISTRICT COUNCIL HELD AT THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY JUNE 21, 2016, AT 9:37AM

PRESENT:

Claire Barlow (Mayor)
Cr Graham Smith
Cr Murray Cox
Cr Russell Armstrong
Cr Evan Williams
Cr James Leslie
Cr Noel Jackson from 12:52pm

IN ATTENDANCE:

Wayne Barnett, Chief Executive Officer
Paul Morris, Finance Manager from 10:40am – 1:57pm
Garth Nixon, Community Facilities Manager 9:30am-12:40pm
Bernie Haar, Asset Manager from 12:40pm-1:28pm
Nathan Hole, Manager Planning and Regulations from 11:30am to 12:10pm
Toni Morrison, Policy and Administration Manager from 11:30am-12:10pm
Angie Taylor, Solid Waste Manager from 12:40pm-1:28pm
Keri-Ann Little, Committee Secretary
Daisy Hudson, Timaru Herald Reporter left the meeting at 12:40pm

1. OPENING:

The Mayor welcomed Councillors, Council staff, Anne Munro, Nicholas Head and James Holborow to the meeting.

1. APOLOGIES:

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

Cr Williams/ Cr Armstrong

2. VISITORS:

9:45am Nicholas Head, DoC Plant Ecologist for the Eastern South Island, to make a presentation on Mackenzie Basin Ecology.

11:30am Derek Kirke and Rick Ramsay, Pukaki Airport Board, to present the Chair's report and Statement of Intent.

1:00pm Kevin Edgar, South Island Regional Collection Manager, Envirowaste.

3. DECLARATIONS OF INTEREST:

There were no declarations of interest.

4. BEREAVEMENTS:

The Mayor noted the following bereavements:

- Thomas (Tom) Gerald GALLAGHER
- Bruce Stanley KERR

A moment of silence was observed.

5. MAYOR'S ACTIVITIES REPORT:

This was the report of the Mayor's activity from May 17, 2016 to June 17, 2016.

Cr Smith asked if freedom camping, tourism rates and the influx of tourists were discussed at the Rural Provincial meeting on June 16 and 17.

The Mayor replied that the Motor Caravan Association are now working with Councils to address consistent standards regarding self-contained vehicles and infringement notice follow up. She added that the Region will be better prepared this summer.

The Mayor confirmed there was discussion regarding the \$12 million fund allocated by central government to tourism infrastructure. Cr Smith felt that Mackenzie District Council needs to be actively involved in all discussions regarding tourism in the region.

Resolved that the report be received.

Cr Smith/ Cr Cox

6. REPORTS:

1. CHIEF EXECUTIVE'S ACTIVITIES REPORT:

This was the report of the Chief Executive's activities from May 12, 2016 to June 20, 2016.

Cr Smith asked about the purpose of the meeting held with Mt Cook Alpine Salmon. He expressed his disappointment that the public toilets at Lake Pukaki are not functioning well nor has the shop evolved.

Mr Barnett replied that this meeting was a general catch up. He noted that the public toilets are the responsibility of the Council. Mr Barnett said that the key point to the meeting was to discuss making the secondary building at the Pukaki site more usable.

Cr Armstrong asked if there were restrictions enforced on the use of the building from Meridian Energy. The Mayor confirmed there were restrictions regarding the landscape. She added that Mt Cook Alpine Salmon have complied with the conditions of the lease.

In response to a query from Cr Williams, the CEO advised that his meeting with Kevin O'Neill was to discuss issues with wilding pine spread from Council forestry blocks.

Cr Williams noted Mr Barnett's May 13 meeting with South Island Rowing Representatives regarding Lake Ruataniwha facilities. Mr Barnett said this meeting was a catch up regarding discharge to Council's facilities.

Cr Williams requested an update on the Allandale Water Supply. Mr Barnett reported there are no particular changes in relation to supply. He said an incident had occurred that highlighted the need for Council to have access to better information on the Scheme and related facilities.

Cr Smith asked if common ground between Waitaki District Council, Waimate District Council and Mackenzie District Council had been reached regarding power companies and rating challenges. Mr Barnett replied the process is ongoing.

Cr Smith sought a progress report in the future on this matter.

Resolved that the report be received.

Cr Armstrong/ Cr Leslie

2. VISITORS:

The Mayor welcomed Nicholas Head, DoC Plant Ecologist for the Eastern South Island. Mr Head presented the Mackenzie Basin Ecology Presentation to Council.

The Mayor thanked Mr Head for attending.

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

6. REPORTS:

2. ELECTED MEMBERS PROTOCLS FOR ELECTION:

The purpose of this report from the Finance Manager was to make elected members aware of protocols during the election period from 8 July to 8 October 2016, so that they can ensure their pre-election campaign activities comply with the principles.

Mr Morris spoke to his report.

Mr Morris informed Councillors that Council laptops and emails cannot be used for campaign activities. He noted that Council emails maybe discoverable under the Local Government Official Information and Meetings Act. He advised that information evenings for new prospective candidates will be held.

Resolved:

1. That the report be received.

Cr Cox/ Cr Smith

2. That Councillors adhere to and abide by the protocol during the Pre-Election period from 8 July 2016 to 8 October 2016.

Cr Smith/ Cr Cox

3. REMUNERATION AUTHORITY DETERMINATION FOR ELECTED MEMBERS:

The purpose of this report from the Finance Manager is for Council to adopt a policy for reimbursement of expenses by Elected Members.

Resolved:

1. That the report be received.

Cr Smith/ Cr Armstrong

2. That the Council approves the Remuneration Authority's remuneration determination commencing on 1 July 2016.

Role	1 July 2016 Remuneration
Mayor	\$58,401
Councillor (Chairs & Deputy)	\$21,244
Councillor Fairlie Community Board	\$16,995
Chair	\$3,708
Member	\$1,854
Tekapo Community Board	
Chair	\$3,708
Member	\$1,854
Twizel Community Board	
Chair	\$4,738
Member	\$2,369

Cr Cox/ Cr Williams

4. FAIRLIE 150 YEARS CELEBRATIONS GRANT REQUEST:

This report from the Community Facilities Manager was for Council to consider a grant request from the Fairlie 150 Years Committee. He said the Fairlie Community Board resolved at the 7 June meeting to support the Fairlie 150 Committee's grant application to the Council and recommended a 50% share cost arrangement with Council this being \$2,500.00.

Mr Nixon said the request for \$5,000.00 was submitted to the Fairlie Community Board in the public forum of meeting on 7 June 2016. He noted the Community Board were unable to consider the request due to it not being on the agenda but indicated they were supportive of the proposal. Mr Nixon said that Anne Thomson spoke in support of the proposal suggesting that she felt that celebrating the 150 years of Fairlie should not only fall to the Fairlie ratepayer but be considered by the District as a whole.

Mr Nixon noted the Fairlie Community Board had budgeted \$5,000.00 for a grant for the Fairlie 150 Years Celebration. He stated that the application would cover many of the celebration's activities.

Cr Smith said Fairlie 150 Years Celebration is a worthy recipient but highlighted that the grants budget has been spent for the year. He felt the Council should be more aware of this when allocating from the Grants budget in future.

Mr Nixon said Council had \$10,000.00 in the grants budget, and has allocated grants to the Skylight Festival, the Hops and Hooves Festival and the Tekapo Footbridge.

Cr Armstrong noted his support for the grant, stating the celebrations are significant for the whole District.

Resolved:

1. That the report be received.

Cr Armstrong/ Cr Leslie

2. That the Council grant \$2,500.00 towards the Fairlie 150 Years Celebration.

Cr Smith/ Cr Williams

6. TEKAPO PUBLIC TOILETS:

The purpose of this report from the Community Facilities Manager was to follow up from a previous meeting and seek approval to proceed with the new Tekapo Public toilets.

Mr Nixon gave a PowerPoint presentation outlining:

- Vendor overview
- Site location
- Artist impression
- Investment/ costs
- Remote monitoring
- ExeWeb control
- Timetable

Mr Nixon noted that the base cost will change depending on what Council decide regarding internal fittings and external materials.

Mr Nixon informed Councillors that if they proceeded with the additional set of toilets by the footbridge, this would offer the advantage of a multi-unit discount allowing all the work being completed at the same time. He noted the risks are around the funding being approved and access and ownership of the land where they are proposed to be located.

Cr Smith asked if access to the Tekapo Bridge Toilets would be an issue. There was some discussion regarding the location of the footbridge toilets, including ensuring the isolation of the Church of the Good Shepherd from disruption, and options for sewer line connections and disabled access.

Mr Nixon advised that a pay toilet or card system is also an option for these toilets. Cr Leslie asked whether, if Council received Government funding, a toll could be charged.

The Mayor replied the Government funding would be for capital works only, and the Council would have to fund ongoing cleaning and maintenance. She noted that the level of service provided by public toilets communicates how Council value visitors to the district.

Mr Nixon referred to the Tekapo Total investment table below:

Total Tekapo Public Toilet Project Estimate	Tekapo Car Park	Tekapo Bridge
Base Investment – Twin Unit	400,000	185,000
External Options	43,000	40,600
Internal Options	42,900	15,300
Remote Monitoring	11,200	5,600
Multi-unit discount	-49,710	-24,650
Delivery and Commissioning	15,250	8,750
Total both Toilets		693,240

Mr Barnett referred to the collaborative Government funding application submitted for \$800,000., which includes landscape costs, consultant costs and design costs. He said Council have strongly indicated that Council will be able to complete the project before summer. He did however, express his concern regarding the slow application process by Government.

Cr Cox felt that Council must show its commitment to the Tekapo Development. He said Council will be in serious difficulty if it cannot provide tourism infrastructure for visitors. He considered that

businesses in Tekapo should pay a rate for tourism infrastructure and visitor facilities as they benefit from tourism, which allows their businesses to grow.

Cr Smith expressed his support for the Tekapo Car Park facility stating the town needs the toilets. He said Council need to be persistent with the allocation of Government funding. He added it is great the region is prepared to work together regarding the Canterbury Region collaborative funding application.

Cr Williams stated his support, noting that tourism is increasing and must be provided for.

Mr Nixon concluded by suggesting that in the event of funding not being approved, options remain available to reallocate the Lakeside Drive Toilet funding.

Resolved:

1. That the report be received.

Cr Armstrong/ Cr Williams

2. That the Council proceed to replace the Tekapo main public toilet with the Exeloo toilets as proposed.
3. That the balance of funding required (estimated at \$60,000.00) be funded from the toilet capital reserve.
4. That Council approve construction of a new toilet adjacent to the Tekapo Footbridge subject to *central Government funding and* land access arrangements being confirmed.

Cr Leslie/ Cr Williams

Motion 4 was corrected to read:

5. That Council approve construction of a new toilet adjacent to the Tekapo Footbridge subject to land access arrangements being confirmed.

Cr Leslie/ Cr Armstrong

5. PUKAKI AIRPORT BOARD: STATEMENT OF INTENT AND CHAIR'S REPORT:

The purpose of this report from the Pukaki Airport Board was for the Council to consider the Chair's Report and final draft Statement of Intent of the Pukaki Airport Board.

The Mayor welcomed Mr Kirke and Mr Ramsay to the meeting and invited Mr Kirke to speak to the Chair's report.

Mr Kirke said the Pukaki Airport Board have had a busy period with a number of real estate sales. He said he has not received the Meridian Energy flood risk report and noted all other matters are covered in the statement of intent.

The Mayor thanked Mr Kirke for the Chair report and congratulated the Airport Board on the improving sales.

Cr Smith congratulated the Airport Board on a great sales result. He noted the low interest return for the balance of funds stated in the revised financial forecast projections and asked if the investment is with Council. Mr Kirke apologised for the slow transfer of funds to Council and stated he has spoken with Sue Allen the Board's Accountant today and asked for the funds to be transferred.

Mr Morris reported that the Pukaki Airport Board do not invest with Council, and clarified that the fund Mr Kirke is referring to is to clear the capital account.

Mr Barnett referred to the statement of intent outlining that a quorum of three members must be present at board meetings, he asked how absences and conflicts of interest are addressed if there are currently only three board members.

Mr Kirke acknowledged the issue and said the appointment of a fourth board member will be discussed at the next board meeting.

Resolved:

1. That the report be received.

Cr Smith/ Cr Leslie

2. That the attached Chair's report for the Pukaki Airport Board dated 14 June 2016 be received and noted.
3. That the Pukaki Airport Board Statement of Intent for the Three Years ended 30 June 2019 be adopted.

Cr Armstrong/ Cr Williams

6. EMERGENCY GENERATOR FOR TEKAPO COMMUNITY HALL:

The purpose of this report from the Manager of Projects and Administration was for Council to confirm whether or not it will purchase a generator for Lake Tekapo.

This matter follows on from the previous Finance Committee meeting. Ms Morrison advised that she and Mr Nixon had spoken to Alpine Energy to clarify back-up procedures in the event of power outages. She said Alpine Energy have two stand by generators which they deploy if a bad weather event is predicted.

Cr Cox said in a major event local hotels would be available for residents and visitors to stay and provide food and accommodation. Cr Smith added weather forecasting is now very accurate and communication with Alpine Energy is important in a bad weather event.

Resolved:

1. That the report be received.

Cr Armstrong/ Cr Cox

2. That the Council confirm that a generator is not purchased for the Tekapo Community Centre.

Cr Cox/ Cr Smith

11. COMMON SEAL:

The purpose of this report is for Council to endorse Common Seal documents 820 to 829.

Resolved:

1. That the report be received.
2. That the affixing of the Common Seal to documents 820 to 829 be endorsed.

Cr Smith/ Cr Leslie**8. PROPOSED FEES AND CHARGES:**

The purpose of this report from the Manager, Projects and Administration on behalf of the Managers was to set fees and charges for Council activities and services for the period 1 July 2016 to 30 June 2017.

The Planning & Regulations Manager updated the Council on the joint committee process to set Food Act fees. Cr Smith reported as the Council representative that the submission hearing was a good process and worked well.

The Councillors asked for the TV recycling, tyre dumping charges, water metering charges and car body disposal charges to be explained in more detail.

The meeting adjourned for lunch at 12:08pm and reconvened at 12:47pm.

Mr Haar reported the recycling TV's charge has increased due to the cost of disposal. He said if the customer wants "to do the right thing" they pay \$50 to have the TV recycled or alternatively pay \$10 to have the TV dumped as residual waste. He said the tyre dumping fees have been simplified into one charge. Mr Haar referred to water metering charges increasing to recover costs of call outs to assess faults.

Councillors agreed that the charge for off-loading a car body at the Resource Recovery Park needs to be increased. Mr Haar stated that the charge has remained minimal due to low demand.

Cr Smith suggested \$150.00 charge be adopted to discourage car dumping.

Cr Leslie suggested Council investigate with other Councils regarding charges.

Resolved:

1. That the report be received.

Cr Armstrong/ Cr Smith

2. That the attached minutes and recommendations of the Joint Committee on the proposed Food and Act Fees be received and noted.

Cr Smith/ Cr Williams

3. That the Fees and Charges for the 2016/2017 year attached be adopted.
4. That the Chair of Asset and Services Committee be granted authority to amend the charge for disposal of car bodies.

Cr Jackson/ Cr Armstrong

9. ALPS 2 OCEAN QUARTERLY REPORT:

The quarterly report for the Alps 2 Ocean Cycle Trail was attached to the agenda on page 83. The Mayor took the report as read and asked the report be noted.

The Mayor noted there was no available time for Mr Maynard to present the report to Council. Mr Barnett added he was happy to answer any questions.

Cr Leslie referred to the Lake Ohau Lodge section having almost three times the amount of users than Ohau Weir. He asked does Council know where users are finishing and starting.

Mr Barnett said the numbers may be an indication of day trippers which is a consistent trend. He said he will follow up with Mr Maynard and report back.

Resolved:

1. That the report be received.

Cr Cox/ Cr Williams

The Mayor welcomed Mrs Ratahi to the meeting, and expressed her gratitude for Mrs Ratahi's work ethic, all that has been achieved for Council, and her willingness to supply information requested by Council. She added that she is disappointed Mrs Ratahi is leaving but wishes her well for the future while furthering her career.

Each of the Councillors then thanked Mrs Ratahi for her contribution to the district and the Council, and wished her well in her new position.

Mrs Ratahi thanked Councillors for their comments, and congratulated Council on being a forward thinking Council. She said she is ready to focus on more specialised work.

10. DISPOSAL OF SURPLUS FAIRLIE RURAL FIRE TANKER:

The purpose of this report from the Planning and Regulations Manager was for Council to consider the disposal of the surplus rural fire tanker.

Mr Hole spoke to the report.

Cr Cox felt this was a good solution, allowing the Fire Tanker to stay in the area and be used for firefighting.

Resolved:

1. That the report be received.

Cr Cox/ Cr Armstrong

2. That Council resolves to sell the surplus Fairlie Rural Fire Tanker to the Department of Conservation for \$10,000.00 plus GST.

Cr Cox/ Cr Smith

7. PUBLIC EXCLUDED RESOLUTION:

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

1. Contract 1196 Variation Proposal
2. Old Library Café Rental
3. Public Excluded Finance Committee Minutes 7 June 2016
4. Public Excluded Planning and Regulation Committee Minutes 7 June 2016
5. Public Excluded Council Minutes 10 May 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
Old Library Café Rental	Maintain Legal Privilege	48(1)(a)(i)
Contract 1196 Variation Proposal	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Finance Committee Minutes 7 June 2016	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Planning and Regulation Committee Minutes 7 June 2016	Maintain Legal Privilege	48(1)(a)(i)
Public Excluded Council Minutes 10 May 2016	Maintain Legal Privilege	48(1)(a)(i)
Public Excluded Finance Committee Minutes 7 June 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 Council Minutes 10 May 2016 and Public Excluded Finance Committee Minutes 7 June 2016, Old Library Café Rental 7(2)(i); Public Excluded Council Minutes 10 May 2016 and Public Excluded Planning and Regulation Minutes 7 June 2016, Contract 1196 Variation Proposal 7(2)(g).*

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 Cox/ Cr Leslie

TWIZEL COMMUNITY BOARD:

2. That Council **notes** the following resolution regarding a request for support from the Twizel Heritage Group Plane Tables in Market Place:

Resolved: that the Twizel Community Board support the project while also requesting to sight the plans and concept drawings when available before the projects starts.

Chair/ Bruce White

3. That Council **notes** the following resolution regarding the two Meridian Energy donated Defibrillators for the Twizel Community:

Resolved: that the Twizel Community Board support the installation of 2 defibrillators into the Community and that the Twizel Community Board provide the funding for installation.

Pat Shuker/ Phil Rive

4. That the Council **notes** the following resolution made in support of the Twizel Community hosting the Goldfields Cavalcade:

Resolved: that the Twizel Community Board approach the Twizel Promotions and Development Association (TPDA) to investigate the possibility of holding the Goldfields Cavalcade with the assistance of the Community Board.

Cr Armstrong/ Pat Shuker

5. That the Council **notes** the application for funding approved for Zak Baikie regarding his selection for a Pathway to Podium – Snow Sports NZ Programme:

Resolved: that the Twizel Community Board grant Zak Baikie \$500.00.

Cr Armstrong/ Pat Shuker

TEKAPO COMMUNITY BOARD:

1. That council **notes** the following resolution regarding the revised fees and charges for the Tekapo Community Hall for 2016/2017:

Resolved:

1. That the Tekapo Community Board recommends to Council the revised fees and charges schedule be adopted.
2. That the local user charge be dropped and be replaced by community user charges.

Lyn Martin/ Stella Sweeney

2. That council **notes** the following resolution regarding an application for funding for the Ian Simpson Fundraiser:

Resolved: that the Tekapo Community Board grant Mrs Staley \$405.00 to cover costs of tables and chairs hire from the Fairlie Community Centre for the Ian Simpson Fundraiser. The Tekapo Community Board suggest if tables and chairs are available from the Tekapo Community Hall these be used in the first instance.

Lyn Martin/ Stella Sweeney

3. That council **notes** the following resolution the proposed biking and walking track at Lake Alexandrina:

Resolved That the Tekapo Community Board support the idea of the proposed bike and walk track at Lake Alexandrina.

Stella Sweeney/ Chair

FAIRLIE COMMUNITY BOARD:

1. That council **notes** the following resolution regarding the Fairlie 150 Years Celebrations:

Resolved: That the Fairlie Community Board support the Fairlie 150 Years Committee's grant application to the Council and recommend a 50% share cost arrangement with Council. The Fairlie Community Board are happy to discuss the grant application and funding with Council.

Chair/ Les Blacklock

2. That council **notes** the following resolution regarding investigations of costing for a new oven in the Fairlie Community Centre kitchen:

Resolved: That the Community Board ask Mr Nixon to investigate costing for replacement of the existing oven in the Fairlie Community Centre Kitchen.

Chair/ Les Blacklock

3. That council **notes** the following resolution regarding adoption of the revised fees and charges for Fairlie Community Facilities for 2016/2017:

Resolved: That the Fairlie Community Board adopt the revised Fees and Charges for Fairlie Community Facilities for 2016/2017 as proposed.

Warren Barker/ Les Blacklock

4. That council **notes** the following resolution regarding reviewing the Grants Policy, criteria and application form:

Resolved:

1. That the Fairlie Community Board recommend to Council a review of the Grants Policy, application form and criteria.

Trish Willis/ Les Blacklock

5. That council **notes** the following resolution regarding the Eversley Reserve petition:

Resolved: that the Fairlie Community Board request that the matters raised by Eversley Reserve Residents be included in the next Long Term Plan amendment process;

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

Warren Barker/ Trish Willis

6. That council **notes** the following resolution regarding the application for a traders license to sell wooden toys, greeting cards and other handmade crafts on the Fairlie Village Green:

Resolved: that the Fairlie Community Board support the sale of Wooden Toys, Greeting Cards and other Handmade Crafts and recommend a license period of 12 months with a review at the expiry of the 12 months. The Fairlie Community Board ultimately leave all decisions and approval to the Planning and Regulations Manager.

Les Blacklock/ Noel Jackson

7. That council **notes** the following resolution regarding Fairlie Bridge Cub request:

Resolved: that Fairlie Bridge Club are continued to be charged for the use of the Community Centre Lounge facilities at the regular user rate.

Cr Jackson/ Warren Barker

9. RECEIVE COMMITTEE MINUTES:

Resolved that Council receive the minutes of the Finance Committee meeting held on June 7, 2016, including such parts as were taken in public excluded.

Cr Smith/ Cr Cox

Resolved that Council receive the minutes of the Mackenzie Forestry Board meeting held June 7, 2016.

Cr Smith/ Cr Jackson

Resolved that Council receive the minutes of the Asset and Services Committee meeting held June 7, 2016.

Cr Leslie/ Cr Armstrong

Resolved that Council receive the minutes of the Extraordinary Planning and Regulation Committee meeting held on June 9, 2016.

Cr Cox/ Cr Leslie

Resolved that Council receive the minutes of the Public Excluded Planning and Regulation Committee meeting held on June 7, 2016, including such parts as were taken in public excluded.

Cr Cox/ Cr Armstrong

Resolved that Council receive the minutes of the Creative Communities Scheme Assessment Group meeting held May 19, 2016.

Cr Smith/ Mayor

Resolved that Council receive the minutes of the Rural Travel Fund Allocation Group meeting held June 2, 2016.

Cr Smith/ Mayor

10. CONFIRM COUNCIL MINUTES:

Resolved that Council confirms and adopts the minutes of the Mackenzie District Council meeting held on May 10, 2016 as the correct record of the meeting, including those parts taken in public excluded.

Cr Smith/ Cr Jackson

THE MAYOR DECLARED THE MEETING CLOSED AT 1:57PM

MAYOR: _____

DATE: _____