



***396<sup>th</sup> MEETING OF THE  
MACKENZIE DISTRICT COUNCIL***

**TO THE MAYOR AND COUNCILLORS OF THE  
MACKENZIE DISTRICT COUNCIL**

**MEMBERSHIP OF THE COUNCIL**

**Claire Barlow (Mayor)**

John Bishop  
Annette Money  
Graham Smith

Peter Maxwell  
Graeme Page  
Evan Williams

***Notice is given of the meeting of the Mackenzie District Council  
to be held on Tuesday 19 July 2011 at 9.30 am***

**VENUE:**

Council Chambers, Fairlie

**BUSINESS:**

As per Agenda Attached

**GLEN INNES  
CHIEF EXECUTIVE OFFICER**

**14 July 2011**



## AGENDA FOR TUESDAY 19 JULY 2011 AT 9.30 AM

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### I. OPENING

### II. APOLOGY

Cr John Bishop

### III. DECLARATIONS OF INTEREST

### IV. BEREAVEMENTS

### V. MAYORAL REPORT

### VI. REPORTS REQUIRING COUNCIL DECISION

1. Insurance Issues
2. Appointment of Proxy for Alpine Energy Ltd Annual General Meeting:  
**Recommendation:** *That Mayor Claire Barlow be appointed as Council's proxy to vote on its behalf at the Alpine Energy Ltd 2011 Annual General Meeting.*
3. Representative on Alpine Energy Ltd  
**Recommendation:** *That Steve Thompson be appointed as Council's shared representative with the Waimate District Council on Alpine Energy Ltd*

### VII. INFORMATION REPORTS

1. Common Seal
2. Chief Executive Officer's Activities

### VIII. COMMUNITY BOARDS

### IX. COMMITTEES

Receive the Minutes of the meetings of the Finance, Projects and Strategies and Planning Committees held on 5 July 2011 including such parts as were taken with the Public Excluded.

### X. CONFIRMATION OF MINUTES

Confirm and adopt the Minutes of the Mackenzie District Council Meetings held on 31 May 2011, 14 June 2011 and 28 June 2011, including such parts as were taken with the Public Excluded.

### ACTION POINTS

## IX PUBLIC EXCLUDED:

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

1. Public Excluded Minutes of the Mackenzie District Council meetings held on 31 May 2011, 14 June 2011 and 28 June 2011
2. Public Excluded Minutes of the Finance Committee meeting held on 5 July 2011
3. Plan Change 15 and Variation 1 to Plan Change 13, Twizel

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
Public Excluded Minutes of Council meetings of 31 May 2011, 14 June and 28 June 2011		48(1)(a)(i)
Public Excluded Minutes of the Finance Committee meeting held on 5 July 2011		48(1)(a)(i)
Plan Change 15 and Variation 1 To Plan Change 13, Twizel	The right of appeal lies with the Tribunal	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Plan Change 15 and Variation 1 to Plan Change 13, Twizel* section 48(1)(d)

## X CONFIRMATION OF RESOLUTIONS TAKEN WITH THE PUBLIC EXCLUDED

## XI ADJOURNMENTS

10.30 am	Morning Tea
12.30 pm	Lunch
3.00 pm	Afternoon Tea

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** MACKENZIE DISTRICT COUNCIL  
**SUBJECT:** GENERAL ACTIVITIES REPORT  
**MEETING DATE:** 19 JULY 2011  
**REF:** PAD 2/3  
**FROM:** MAYOR

### **ACTIVITY REPORT**

#### **COUNCIL, COMMITTEE AND COMMUNITY BOARD MEETINGS ATTENDED**

14 June	Council Special Meeting – Annual Plan Submissions
21 June	Council Special Meeting – Annual Plan Discussion
23 June	Stephen Gubb & Robyn Hughes discussion on Tekapo Development.
27 June	Twizel & Tekapo Community Boards
28 June	Council Meeting – adopt the Annual Plan
1 July	Combined meeting with Waimate DC and Steve Thompson from Alpine Energy Ltd.
5 July	Committee meetings
19 July	Council meeting.

#### **OTHER MEETINGS AND ACTIVITIES**

1 June	Met with South Canterbury Regional Stakeholders – regarding the Rural Broadband Initiative, in Timaru. Attended MTDT Board meeting in Tekapo.
2 June	Upper Waitaki Zone Committee Meeting – Moeraki Marae.
4 June	Attended the Goldstar presentation for the Twizel Fire Brigade in Twizel.
5 June	Spoke to the Irishman's Car Rally as a general welcome to the District.
8 June	LTP Project Steering Group Inaugural Meeting.
9-10 June	Rural Sector Meeting in Wellington with Cr Smith & CEO.
13 June	Met with South Canterbury mayors for lunch in Timaru to discuss furthering shared service options.
14-15 June	Mackenzie Sustainable Trust Meeting in Twizel with Jacqui Dean – also attended Shared Vision Forum the following day.
16 June	Lions change of officers evening, Fairlie
17 June	Met with Colin & Chris McLaren regarding the Tekapo Footbridge.
20 June	Attended drinks/dinner function of Genesis at Tekapo, along with the CEO.
23 June	Opened Rural Women Seminar in Fairlie.

27 June	Met with Simon Williamson & Joy Paterson of High Country Health Ltd in Twizel, along with CEO, Paul Morris & Cr Smith.
28 June	The CEO & I met with the Mackenzie Tourism & Development Board members.
29 June	Twizel Clinic Day. Attended the Community Response Model Forum meeting in Twizel.
30 June	Attended the Community Response Model Forum meeting in Fairlie. Mackenzie Medical Trust stakeholders meeting in Fairlie.
8 July	Met with Cathy Empson at Alpine Springs, Tekapo.
11 July	Met with CEO regarding agenda preparation.
12 July	Solid waste sub-committee meeting.
14 July	Upper Waitaki Zone Committee meeting & field trip.

**RECOMMENDATION:**

1. That the report be received.

**C BARLOW  
MAYOR**

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** MACKENZIE DISTRICT COUNCIL  
**SUBJECT:** INSURANCE ISSUES  
**MEETING DATE:** 19 JULY 2011  
**REF:** FIN 10/1  
**FROM:** MANAGER – FINANCE AND ADMINISTRATION  
**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

To highlight options for Council regarding the mitigation of risk of the financial impact of a natural disaster event occurring in or around our District.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That Council increase the minimum level of cash it is required to hold from \$2 million to \$3 million to cover any unforeseen circumstances.
3. That Council staff investigate joining the Local Authority Protection Programme Disaster Fund (LAPP) and bring back to Council a recommendation once premium costs are known.
4. That Council approve the use of the leaky building insurance reserve to fund the increase in insurance premiums for the 2011/2012 financial year.

**PAUL MORRIS**  
**MANAGER – FINANCE & ADMINISTRATION**

**GLEN INNES**  
**CHIEF EXECUTIVE OFFICER**

## **ATTACHMENTS:**

N/A

## **BACKGROUND:**

Council was presented with a paper at the last Finance Committee meeting dated 5 July 2011.

Various scenarios were presented as to likely costs Council may face to reinstate its infrastructural assets. These range from \$4.725 million to \$8.304 million.

As Council's current minimum emergency cash reserve is set at \$2 million. It had \$1 million insurance cover prior to 1 July 2011. This effectively sets its disaster recovery fund at \$3 million. Council does not have that level of insurance cover for the new financial year.

As mentioned in the previous report, Council needs to fund 40% of any damage before the Government will step in and cover the balance. Councils above ground assets are covered to 80% of their replacement value by insurance and management is working to secure the remaining 20%.

To clarify, above ground assets includes reservoirs, pump houses and oxidation ponds.

Therefore, these assets are covered by our current policies. Assets that are excluded include all pipework etc underground. The Council is aware of the potential shortfall in asset coverage and should debate how it wants to fund this shortfall.

## **SIGNIFICANCE OF THE DECISION REQUIRED:**

The decision is not considered to be so significant as to require specific public consultation.

## **ISSUES:**

### *Financial*

Council has limited financial reserves and a fairly large capital spend over the next ten years. Some spend may be required to be undertaken on core business such as water supply upgrades, other projects are more discretionary such as community halls etc.

Communities may have, through funding depreciation, built up significant reserves to put towards these major projects. The Twizel water scheme for example, has in excess of \$1million of its own funds available. This can only be used for the Twizel water scheme. The problem arises where an upgrade exceeds the money the scheme has available to it and effectively borrows from Council very long-term for the balance. This is funded from Councils cash reserves and is not available for other purposes that may arise such as disaster recovery.

## **OPTIONS:**

Council has various options available to it, they are:

- a) Do nothing
- b) Increase the minimum cash balance required to be held
- c) Investigate the possibility of bank funding part of disaster recovery
- d) Investigate LAPP (Local Authority Protection Programme Disaster Fund)
- e) Borrow externally to fund projects rather than use Council reserves
- f) Establish a self-insurance reserve.

### *Do Nothing*

This option is a legitimate short-term option, based on the premise that if Council does not spend all its cash reserves over the short-term 1-2 years, disaster recovery costs could be met from existing reserves. However this option should not be considered as a long-term solution.

### *Change Councils' existing policy increasing the minimum level of cash Council carries.*

Currently Council has a minimum cash balance of \$2 million to cover unforeseen circumstances. This means that Council would be required to borrow money if it were likely to draw cash reserves below the minimum level of \$2 million.

Council could increase the level to \$3 million on the basis it is replacing the lost \$1million insurance cover with its own cash reserves. This does not have any effect on interest earning or rates offset capacity as the cash is still in Council's various portfolios.

### *Bank funding part of disaster recovery.*

Council could choose to investigate with its bankers the possibility of funding any shortfall from debt sources. Lenders would look favourably on Council as they are able to use our ability to levy rates as security. If we compare our best case scenario to our worst case scenario from the report to Council dated 5 July 2011 we see that the likely repair costs to Council range from \$4.725 million to \$8.304 million.

The table below summarises the impacts:

	Best case	Worst case
Councils share of cost of damage	\$4.725m	\$8.304m
Councils cash on hand	\$2.0m	\$2.0m
Net exposure to fund	\$2.725m	\$6.304m
Annual Loan repayments	\$0.235m	\$0.543m
Additional cost per ratepayer (incl GST)	\$62.58	\$144.61
Existing Capital Value Rate	0.00042709	0.00042709
Capital Value Rate increase on proposed 2012 rate	0.000129	0.000298
% increase on 2012 proposed Capital Value rate	30.20%	69.68%

I have assumed for this particular case, that the number of ratepayers paying the UAGC is constant at 2012 levels and that there is no Meridian/Genesis impact on the capital value calculation. This removes the uncertainty going forward as to whether Meridian/Genesis will pay 30% or a share based solely on capital value.

I have assumed the loan is for 20 years and the interest rate averages 6%.

If we assume a 30 year loan using the same assumptions above, the result is:

	Best case	Worse case
Annual Loan repayments	\$0.196m	\$0.454m
Additional cost per ratepayer (incl GST)	\$52.20	\$120.91
Existing Capital value Rate	0.00042709	0.00042709
Capital Value rate increase on proposed 2012 rate	0.000107	0.000249
% increase on 2012 proposed capital value rate	25.05%	58.3%



### *Join LAPP*

Council could investigate the cost of joining LAPP. The issue in the past has been the cost is not only made up of the current year's premiums but the fact that you are required to pay all the back premiums as well. However, after talking to the fund managers it has been revealed that since the fund is now exhausted, there is no requirement to pay any back premiums. The premium will be based on a risk assessment undertaken by LAPP's risk advisors. LAPP is not a profit making entity and is designed to provide infrastructure cover for Councils.

Council may recall reading in the media that LAPP premiums increased 400% in the current year. Of that increase 1/3 has gone to re-insurance and 2/3 to building up reserves. As reserves build up, it is expected that premiums will reduce.

### *Borrow externally to fund existing projects thereby keeping Council's cash funds intact.*

Council currently funds depreciation from rates each year and sets that money aside for replacement of its assets for when they reach the end of their life. The theory being that after 60-80 years (depending on the asset), there is sufficient funds to replace the asset from cash reserves. The major capital reserve balances 'in funds' at 30 June 2010 were:

Rural Roading	\$0.921 million
Twizel Sewer	\$0.718 million
Twizel Stormwater	\$0.212 million
Twizel Water	\$1.0 million
Tekapo Water	<u>\$0.365 million</u>
	\$3.216 million

These amounts are effectively what each of these activities has in the bank to 'do stuff'.

Looking at it simplistically, if Council has \$6 million invested, \$3.216 million of it is earmarked for the above five areas of project work.

Assuming Council undertook project work in Twizel on the water scheme costing \$3 million, then the Twizel water capital account would go into \$2 million deficit (\$3 million cost - \$1 million reserve balance (cash) = a deficit of \$2 million). More importantly spending \$3 million has reduced our cash reserves from \$6 million to \$3 million. This weakens our ability to react and recover from our own resources to a significant event. Council could borrow the shortfall of a project cost less cash reserves applicable to the project externally. In the example above \$2 million is borrowed. The outcomes here are the project is undertaken and cash reserves held by Council are only drained by \$1 million.

To make this a viable option, Council should amend its internal interest rates to equal external rates thereby removing pricing as a factor in deciding whether to use internal or external funding.

Councils balance sheet is in a very strong position so would be able to cope with a level of external debt.

### *Establish a self-insurance reserve fund.*

Council could rate for an amount of money to be appropriated to a self-insurance reserve fund. The issue with this is that it would require a long lead in time, so as not to significantly impact on the ratepayer and may not be as cost effective as joining an organization such as LAPP. By way of example \$10,000 of self-insurance buys \$10,000 of protection whereas \$10,000 spent on a premium joining LAPP will provide many times the level of cover than the initial investment (as with all insurance).

**CONCLUSION:**

The business of Council must continue. That business is providing services at an affordable price. Council cannot stop its progress going forward. What it must be aware of are the risks associated with that progress and how they are mitigated. Clearly Council is exposed to the risk of significant damage should a major natural event occur. Council has always been exposed to a greater or lesser degree due to levels of cash, levels of insurance, passage of time etc.

Currently Council could cope with a major catastrophe from its own resources however 2-3 years on from now, this may not be the case. I would recommend joining LAPP due to the greater benefit that can be obtained by effectively sharing the risk with other parties. If Council is not of a mind to join LAPP, then I recommend Council review its policies at the Long-term plan stage to allow for more external funding of projects and benchmarking internal interest rates to equivalent external rates to make it less attractive for internal funding and remove the first-in, first-served basis for project financing. This will increase the internal cash available for contingencies.

I recommend Council increase its minimum cash balance held from \$2 million to \$3 million to cover the loss for insurance cover. This can be reviewed should Council join LAPP.

The report to Council on 5<sup>th</sup> July indicated the premiums for Councils insurance would increase by \$19,221. This was not budgeted for in the 2011/2012 financial year.

Council has in the past set aside \$57,000 for leaky building insurance premium increases. In the 2010/2011 year, \$33,000 has been utilised. No additional claim has been requested for the 2011/2012 year. This leaves a balance of \$24,000 remaining.

It is recommended that this fund be used to offset the increased insurance premium for the 2011/2012 year.

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** MACKENZIE DISTRICT COUNCIL  
**SUBJECT:** COMMON SEAL AND AUTHORISED SIGNATURES  
**MEETING DATE:** 19 JULY 2011  
**REF:** PAD 15/7  
**FROM:** COMMITTEE CLERK  
**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

To advise of the documents signed under the Common Seal from 24 May 2011 to 14 July 2011.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That the affixing of the Common Seal to document numbers 707 to 715 be endorsed.

**ROSEMARY MORAN**  
**COMMITTEE CLERK**

Number	Detail of Document	Date Signed & Sealed
707	Fairlie Trunk Water main Replacement 2010/11 Contract 1194 - Mackenzie District Council and Meyer Construction Ltd	27 May 2011
708	Alpine Energy Ltd Proxy Form	6 July 2011
709	Deed of Renewal of Lease – HM The Queen (Lessor) and Mackenzie District Council (Lessee) – for 4WD access to the Pukaki, Tekapo and Ohau Riverbeds.	1 July 2001
710	Heads of Agreement – Solid Waste Services for Kerbside Collections And Operation of the Resource Recovery Parks between Mackenzie District Council and Envirowaste Services Ltd	30 June 2011
711	Private Corporate Client Authority and Instruction for an Electronic Transfer, to AB Gray and Associates and Mackenzie District Council Sale and Purchase Agreement Ross David Herron, Genevieve Carmel Heron and Pauline Catherine Heron	30 June 2011
712	Contract No 1190 Bridge Repairs – Mackenzie District Council and The Lakes Construction Co Ltd	30 June 2011
713	Appointment of Janie Annear as Council's proxy to vote on its behalf at the Local Government New Zealand Annual General Meeting on 13 July 2011 and any adjournment thereof	8 July 2011
714	Deed of Assignment of Tekapo A Road Management (Agreement) Meridian Energy to Genesis Power	11 July 2011
715	Public Corporate Client Authority and Instruction for an Electronic Transaction to Anthony Harper from Mackenzie District Council, for property transaction - land at Albury-Fairlie Road (SH8), Albury. Sale and Purchase Agreement dated 6 July 2011 to Alicia Anne Anderson, Neil Carmichael Anderson, Ian Carmichael Anderson and Edward Oral Sullivan (Cricklewood Partnership).	11 July 2011

## MACKENZIE DISTRICT COUNCIL

**REPORT TO:** MACKENZIE DISTRICT COUNCIL  
**SUBJECT:** GENERAL ACTIVITIES REPORT  
**MEETING DATE:** 19 JULY 2011  
**REF:** PAD 2/3  
**FROM:** CHIEF EXECUTIVE OFFICER

### ACTIVITY REPORT

#### COUNCIL, COMMITTEE AND BOARD MEETINGS

14 June	Council Special Meeting – Annual Plan Submissions
21 June	Council Special Meeting – Annual Plan Discussion
22 June	Fairlie Community Board
23 June	Stephen Gubb & Robyn Hughes workshop discussion on Tekapo Development.
27 June	Twizel & Tekapo Community Boards
28 June	Council Meeting – adopt the Annual Plan
1 July	Combined meeting with Waimate DC and Steve Thompson from Alpine Energy Ltd.
5 July	Committee meetings
19 July	Council meeting.

#### OTHER MEETINGS AND ACTIVITIES

1 June	Fortnightly catch up with Bernie Haar. Meeting of the Fairlie Village Green Group.
2 June	Fortnightly catch up with Nathan Hole. Conference Call with Waimate DC regarding GIS Services with Paul Morris and Stephen Barlow.
8 June	LTP Project Steering Group Inaugural Meeting.
9-10 June	Rural Sector Meeting in Wellington with Cr Smith & Mayor. Attended farewell function for Frank Ledingham.
13 June	Alps 2 Ocean meeting at Ohau Lodge. Management meeting.
15-16 June	Annual Leave.
17 June	SOLGM CEO Forum in Wellington.
22 June	Met with Robin Rawson – Progress Seminars in Christchurch. Met with Murray Weakley from Anthony Harper.
23 June	Policies Review Workshop with Crs Money, Page & Maxwell and staff.
24 June	Met with Kevin O'Neill regarding Resource Centre. Fortnightly catch up with Garth Nixon. Fortnightly catch up with Paul Morris. Attended Mrs Williams funeral.

27 June	<p>Management Meeting.</p> <p>Met with Simon Williamson &amp; Joy Paterson of High Country Health Ltd in Twizel, along with Mayor, Paul Morris &amp; Cr Smith.</p> <p>Met with Luke &amp; Kaye Paardekooper regarding Resource Consent charges.</p> <p>Met with Paul Morris, K Walshe, P Bell &amp; Cr Bishop regarding Twizel township rating and boundaries.</p>
28 June	Met with Annette Stanley regarding Eversley Reserve Sewerage Rate.
29 June	<p>Fortnightly catch up with Bernie Haar.</p> <p>Conducted Roding Manager interviews with Bernie Haar and Andrew Dixon (TDC).</p>
30 June	Fortnightly catch up with Nathan Hole.
4 July	Management Meeting.
5 July	Met with the new Roding Manager, Suzy Ratahi.
6 July	Fortnightly meeting with Paul Morris.
7 July	Fortnightly meeting with Garth Nixon.
8 July	<p>Met with Stephen Barlow.</p> <p>Met with Charles Waters regarding Kimbell Recreation Reserve.</p>
11 July	<p>Management Meeting.</p> <p>Met with Mayor regarding agenda preparation.</p>
12 July	<p>Solid Waste SubCommittee Meeting.</p> <p>Telephone conference with Ant Lagan regarding DISC.</p>
13 July	<p>Fortnightly catchup with Bernie Haar.</p> <p>Spoke with Murray Weakley regarding High Country Health Ltd.</p>
14 July	<p>Fortnightly catch up with Nathan Hole.</p> <p>SC Rural Fire meeting with CEO's/Mayors at Timaru District Council.</p> <p>Catch up with Tony Alden, Waimate District Council.</p>
15 July	<p>Twizel office Staff meeting with CEO regarding new performance appraisal process.</p> <p>Fairlie office Staff meeting with CEO regarding new performance appraisal process.</p>
18 July	<p>Management Meeting.</p> <p>Performance Appraisals with Catherine Johnson &amp; Julie Hadfield.</p> <p>Met with Bernie Haar and John O'Connor regarding Long term plan for water, stormwater and sewer.</p>

### **RECOMMENDATION:**

1. That the report be received.
2. That Council consider the remaining outstanding issues with respect to the tourism trust

**GLEN INNES**  
**CHIEF EXECUTIVE OFFICER**

### Annual Plan 2011/12

I was pleased with the number of responses we received to the draft Annual Plan. That caused something of a logistical issue in responding to individual submitters but that was well handled by Catherine Johnson who has dispatched the general submissions. Julie Hadfield will have dealt with the specific tourism trust submitters by meeting day.

Council's responses to the issues raised will also be posted on our website.

### Conferences/meetings attended

A report on my attendance at the Rural Provincial Sector of LGNZ (9-10 June 2011) and part of the SOLGM CEO's meeting 17 June 2011 will be sent to members separately.

### Solid Waste Issues

The transition to the new arrangements are going well and Bernie Haar, Carl McKay and their ESL counterparts are to be commended for their efforts.

Work is underway on developing an effective education campaign (and co-operation with Timaru District Council is reaping benefits here), publicising the pending changes and dealing with staffing matters.

### Tekapo Property Arrangements

Following the decision to engage Robin Hughes Development Limited to manage the development of the Councils Village Centre land in Tekapo, a formal contract document will be drawn up and endorsed by Council.

### Fairlie Resource Centre Relocates

The Fairlie Enhancement Board, under the leadership of Kevin O'Neill and with a good amount of volunteer community help has the relocation of the Resource Centre to the old Toy Library well in hand. The shift was necessitated by the landlord's decision not to renew the Council's lease.

### High Country Health

Discussions have been ongoing with High Country Health on resolving issues relating to documentation for the outstanding debenture and getting the new rental arrangements in place.

Staff and the Mayor have researched the background history of the company and the Medical Trust. I have had our lawyers comment on the deed for the new Trust that the company is advocating for and on some of the issues the company has had with the Medical Trust.

The Mayor has reconvened the appointing bodies for the Medical Trust and they have agreed to advertise for replacement Trustees. Expressions of interest close on 22 July 2011.

Further discussions are needed with the Chair of High Country Health before Council needs to make a series of commercial and strategic decisions on these issues.

They include:

- The future ownership of the shares in High Country Health Limited
- Whether it wishes to participate actively as a Trustee in High Country Medical Trust, take a more passive role and simply have a trust representative with rights to attend trust meetings or not participate at all in the High Country Medical Trust.

The Council must also ensure that its position is protected in terms of the debt that is owing by High Country Health Limited and future ownership of the property which is to be used as the Twizel Medical Centre.

### Rating Issues

A working group of Twizel Community Board members met on 27 June 2011 to share initial ideas on how the greatly expanded Twizel Community Board area should be rated from the 2012/13 year. The consensus was that a uniform rating regime across the whole of the area would be inappropriate. Other ideas including differential rating need to be developed by staff before the group meets again. It plans to produce firm recommendations to Council before the end of this calendar year.

The smaller changes in community boundaries approved for Tekapo and Fairlie should also be reflected in rating changes this year. However my intention is now to incorporate these changes into the more wide-ranging rating review that will take effect from 1 July 2012. The time involved in adjusting rating rolls and the lack of explicit advice to affected property owners have influenced my decision in this regard.

### Long-Term Plan Steering group

This group held its inaugural meeting on 8 June 2011. Arising from that, managers are preparing brief strategic overview papers for each broad area of Council activity. These are due on 22 July 2011.

### Staffing Duties

#### Roading Engineer

I am pleased to welcome Suzy Ratahi to the Council team as our new Roothing Engineer. Suzy, who is based in Albury, is currently contracts manager for the contracting firm Sicon. She is due to start on 8 August 2011.

#### Solid Waste Staff

Kevin Edgarof ESL and I will be meeting with solid waste staff in Twizel and Fairlie on 22 July 2011 to confirm with them the cessation of their Council employment in early October and the job opportunities and recruitment process ESL will take to staff the new operation.

### Performance Appraisals

Staff are being introduced to an improved performance appraisal system that has been supplied to us by Stewart Mitchell of Brannigans. It will allow a more structured approach to the appraisal process and greater opportunity for staff feedback. Julie Hadfield is co-ordinating the process. I am keen to complete appraisals and salary reviews in August, considerably earlier than previously.

### Community Board Duties

I have asked three of my managers to assume responsibility for co-ordinating and organising the work of each Community Board – a task that has previously fallen on my shoulders. The allocation is as follows:

Twizel Community Board – Garth Nixon

Tekapo Community Board – Bernie Haar

Fairlie Community Board – Paul Morris.

### Other Items

I plan to have staff participate in a nation-wide workplace survey that I believe will provide myself and the management team with useful feedback. Some work on management styles and dynamics within the management team is also underway.



### Committee Secretarial Duties

Rosemary Moran has returned to work after a period of sick leave. Keri-Ann Little took on the minute-taking role and other administration staff helped cover other gaps.

I have expressed my thanks to all those who stepped up during this time but it does highlight for Council how limited our resources are. Improved resourcing some of our key areas is an issue I need to discuss with Council in detail in the near future.

### Policy Review

The Policy Review Group gained a brief overview of Councils existing policies at its workshop on 23 June 2011 and gave instructions as to what policies could remain, what needed minor tweaking and what required a major overhaul. Work on this will now need to be progressed by staff.

### Tourism Trust

The issue of financial assistance to the trust for the next period is now close to resolution. I need political guidance on how to deal with trust reservations about the early repayment of the loan in the event of default.

I also request that Council sign-off on the wording of a suggested letter of support for the trust that the Trust's auditors have requested.

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** MACKENZIE DISTRICT COUNCIL

**FROM:** CHIEF EXECUTIVE OFFICER

**SUBJECT:** COMMUNITY BOARD RECOMMENDATIONS

**MEETING DATE:** 19 JULY 2011

**REF:** PAD 5

### **PURPOSE OF REPORT:**

To consider recommendations made by the Community Boards. Specific Council decisions are required for items 6 and 10.

### **RECOMMENDATIONS:**

1. That the report be received.

#### **TWIZEL COMMUNITY BOARD**

2. **Removal of Pine Trees**  
That the Council notes that approval was given for the two pine trees to be removed from the Halliwell/Simons Street Greenway Community Board and that the work is to be funded 80% by the Community Board and 20% by the affected residents.
3. **Filling of Low Lying Area in the Green Area at the Southern Entrance to Twizel:**  
That the Council notes that Whitestone has been directed to fill the low lying part of the green area south of the Ostler Road entrance to Twizel with surplus hard fill when it becomes available.
4. **Mulcher Maintenance:**  
That the Council notes that Cr Bishop was authorised to purchase a new jockey wheel for the mulcher for a total cost of \$180.

#### **TEKAPO COMMUNITY BOARD:**

5. **Lake Tekapo Community Hall:**  
That the Council notes
  - That the Chairman, the Community Facilities Manager and Council's Building Inspector have been directed to consult together with regard to the proposals for upgrading the Lake Tekapo Community Hall.
  - That more detailed plans then be commissioned for the project.
  - That costings for the work be obtained.
  - That when the above information becomes available, the community be consulted about the project.
6. **Land Subdivision Fund:**  
That the Council endorses the following recommendations:

- That monies from the Land Subdivision Fund be applied to the following Tekapo recreational projects in 2011/12:
  - a. **Footbridge** \$25,000, with a commitment for a further \$75,000 as \$25,000 per annum over the following three years
  - b. **Playground** \$10,000
  - c. **Sundial** \$5,000 (if not funded by Meridian)  
(while noting that in the interim, these projects can be funded from Tekapo's annual discretionary fund of \$100,000)
- That Council agrees in principle to the land on which the public toilets are currently sited being sold and the funds utilised towards the building of new toilets in the vicinity of the western car park.
- That Council, recognising that much of its Land Subdivision Reserve Fund derives from Tekapo development, agrees that a significant portion of that fund be utilised towards Tekapo community facilities.
- That initial work be undertaken by Council on the planning of new community facilities in Tekapo as part of township development and that this be used for any further public input that may be required.

7. **The Area West of the Power Boat Club House and Boat Ramp:**

That the Council notes that the Community Board has directed that the Community Facilities Manager meets with Mr Speedy to discuss the issues which he had raised in his letter and report back to the next Community Board meeting.

FAIRLIE COMMUNITY BOARD:

8. **Leave of Absence:**

That the Council notes that:

1. That Ron Joll was granted Leave of Absence from Fairlie Community Board meetings for six months.
2. That if Mr Joll was unable to attend Community Board meetings after the six months' Leave of Absence period, the position would be reviewed.

9. **Request from Theatre Group:**

That the Council notes that the request from the Mackenzie Theatre Group for the waiving of hire fees for the Mackenzie Community Centre was declined and that the Theatre Group was offered the option of deferring payment of the hire fees until the proceeds of the production had been collected by the Theatre Group.

10. **Improvements to the Kirke St Streetscape:**

That the Council notes that Mr Finlayson has been invited to submit a proposed plan for the requested improvements to the Kirke Street streetscape

MACKENZIE SCHOOLS' SCIENCE FAIR:

- 11 That the Council consider the request for assistance with the rental of the Mackenzie Community Centre Stadium for Science Fair to be held on 10 and 11 August 2011.

**GLEN INNES**  
**CHIEF EXECUTIVE OFFICER**

### **ATTACHMENTS:**

The minutes of the meetings of the Twizel Community Boards and Tekapo Community Board held on 27 June 2011 and the Fairlie Community Board held on 22 June 2011.

### **BACKGROUND:**

The Community Boards have made a number of recommendations for the Council to consider.

### **POLICY STATUS:**

N/A

### **SIGNIFICANCE OF DECISIONS REQUESTED:**

No significant decisions are required.

### **CONSIDERATIONS:**

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

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

- The ability to consider requests from local organizations for financial assistance in the form of grants, where budget exists for such matters and subject to no one grant exceeding \$1,000.
- The ability to appoint local representatives to organizations within the community board area and other organizations where local representation is requested.
- The ability to authorize, within approved budgets, board members' attendance at relevant conferences and/or training courses.
- The ability to provide or withhold affected persons approval for planning applications on land adjoining Council owned land within the community board area.
- The ability to approve routine changes in policy affecting locally funded facilities within the community board area.

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

## **MACKENZIE DISTRICT COUNCIL**

### **MINUTES OF THE MEETING OF THE TWIZEL COMMUNITY BOARD HELD IN THE SERVICE CENTRE TWIZEL ON MONDAY 27 JUNE 2011 AT 3.00 PM**

**PRESENT:**

Peter Bell (Chairman)  
Cr John Bishop  
Elaine Curin  
Kieran Walsh  
Phil Rive

**IN ATTENDANCE:**

Claire Barlow (Mayor)  
Glen Innes (Chief Executive Officer)  
Garth Nixon (Community Facilities Manager)  
Bernie Haar (Asset Manager)  
Keri-Ann Little (Relief Committee Clerk)

**I     APOLOGY:**

Nil

**II    DECLARATIONS OF INTEREST:**

Nil

**III   MINUTES:**

Resolved that the Minutes of the meeting of the Twizel Community Board held on 9 May 2011 be confirmed and adopted as the correct record of the meeting.

**John Bishop/Phil Rive**

It was brought to the attention of the Community Board that Council's Solid Waste Manager was to assume the role of Twizel Events Centre Coordinator from 1 August 2011.

**IV    REPORTS:**

1.     FINANCE REPORT TO APRIL 2011:

This report from the Manager – Finance and Administration provided an update for Board members on the financial performance of the Twizel Community for the period to April 2011.

Resolved that the report be received.

**Peter Bell/Elaine Curin**

2. TREES REMOVAL - HALLIWELL/SIMONS STREET GREENWAY:

This report from the Community Facilities Manager was accompanied by advice of a request from Graham Stewart, Eddie Benfell and Mary Massam for two pine trees to be removed from the Halliwell/Simons Street Greenway.

Resolved that the report be received.

**Peter Bell/Phil Rive**

Resolved that approval be given for the two pine trees to be removed from the Halliwell/Simons Street Greenway Community Board and that the work be funded 80% by the Community Board and 20% by the affected residents.

**Kieran Walsh/John Bishop**

3. WARD MEMBERS REPORT:

Cr Bishop reported:

- that funding from the Lake Alexandrina Reserve Fund was available for projects on reserves
- the Council had referred to the Community Board the issue of the reinstatement to grass of sealed areas around Twizel
- that the Council had made a loan offer to the Mackenzie Tourism and Development Trust. (He noted also that the Council would be advertising for expressions of interest to fill imminent vacancies on the Trust.)
- that the Ohau Road trees had been felled
- that it was anticipated that construction of a new hanger at the Pukaki Airport would be completed by 1 July 2011.
- that the road at Lake Ruataniwha had been completed.

**IV GENERAL:**

1. REQUEST TO FILL LOW LYING AREA IN THE GREEN AREA AT THE SOUTHERN ENTRANCE TO TWIZEL:

Cr Bishop requested that low lying part of the green area south of the Ostler Road entrance to Twizel be filled.

Resolved that the Community Facilities Manager direct Whitestone to fill the low lying part of the green area south of the Ostler Road entrance to Twizel with surplus hardfill when it became available.

**Peter Bell/John Bishop**

Cr Bishop said nearby residents had also requested that an additional bund be constructed to provide greater privacy and protection from noise from the State Highway frontage to Twizel.

2. MULCHER MAINTENANCE:

Resolved that Cr Bishop be authorised to purchase a a new jockey wheel for the mulcher for a total cost of \$180,

**John Bishop/Phil Rive**

3. COMMUNITY PROJECTS

The Mayor suggested that in order to diminish potential concerns about community projects that could be somewhat controversial, the public display of images of how the projects would look when completed could help promote their acceptance.

3. UNCHLORINATED WATER:

The Mayor suggested that a tap be installed above the Twizel Water Supply chlorinator to enable residents to obtain unchlorinated water if they so desired.

4. TRAFFIC INITIATIVES AROUND MARKET PLACE:

In response to a question from Phil Rive, the Asset Manager advised that when updated aerial photographs of the area became available he intended to meet with Kelly Taylor and Kieran Walsh to discuss the progression of the project.

5. TWIZEL TOWNSHIP FRONTAGE:

The Chairman advised that a new walking track had been constructed along the State Highway frontage of Twizel and further tree planting was to be undertaken.

**THERE BEING NO FURTHER BUSINESS THE  
CHAIRMAN DECLARED THE MEETING CLOSED AT 4.16 PM**

**CHAIRMAN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

# **MACKENZIE DISTRICT COUNCIL**

## **MINUTES OF THE MEETING OF THE TEKAPO COMMUNITY BOARD HELD IN THE LAKE TEKAPO COMMUNITY HALL ON MONDAY 27 JUNE 2011 AT 7.00PM**

### **PRESENT:**

Murray Cox (Chairman)  
Alan Hayman  
Peter Maxwell  
Peter Munro  
Ian Radford

### **IN ATTENDANCE:**

Claire Barlow (Mayor)  
Glen Innes (Chief Executive Officer)  
Garth Nixon (Community Facilities Manager)  
Bernie Haar (Asset Manager)  
Paul Morris (Finance and Administration Manager)  
Keri-Ann Little (Relief Committee Clerk)

### **I APOLOGY:**

An apology was received from the Civil Defence Officer, Ray Gardner. The Chairman suggested that Mr Gardner be requested to lead a workshop for Board members before the next meeting.

### **II DECLARATIONS OF INTEREST:**

Nil.

### **III MINUTES:**

Resolved that the Minutes of the meeting of the Tekapo Community Board held on 9 May 2011 be confirmed and adopted as the correct record of the meeting.

**Alan Hayman/Ian Radford**

### **MATTERS UNDER ACTION**

#### **Tekapo Community Board Page on Council's Website**

The Chairman said he intended to publicise the Tekapo Community Board's web page in the next Mackenzie Messenger.

#### **Lake Tekapo Community Hall**

The Community Facilities Manager advised that the dishwasher and fridge were awaiting installation.

#### **Seats on Walkway**

Completed.



### **Rabbit Control**

It was advised that Environment Canterbury was to undertake a poisoning programme in the near future and that additional funds for rabbit control had been included in the Community Board's budgets for 2011/2012,

## **IV REPORTS:**

### **1. FINANCIAL REPORT:**

This report from the Manager – Finance and Administration updated Board members on the financial performance of the Tekapo Community for the period to April 2011.

Resolved that the report be received.

**Peter Munro/Peter Maxwell**

### **2. COMMUNITY FACILITIES AND PROJECTS UPDATE:**

This report from the Chairman advised that following an update from the Projects Committee and feedback received on community facilities, priorities for funding had been assessed and designs and establishment of timeframes were to be undertaken.

A summary of the following projects with timeframes, costs and funding was included in the report:

- Footbridge
- Domain Playground
- Solar Challenge
- Regional Park.

The report also referred to the following priorities with timeframes, costs and funding:

- Community Centre
- Recreational Centre
- Public Amenities Facility

The report also referred to the funds currently available and options for raising further funding.

Resolved that the report be received.

**Peter Munro /Peter Maxwell**

Ian Radford advised that he had discussed with local builder Ron Brown, the following proposed alternations (with estimated costs) to the Lake Tekapo Community Hall:

- moving the kitchen and replacing the current kitchen with a second hand commercial kitchen (\$20,000)
- moving and upgrading toilet blocks (\$40,000 per block)
- re-cladding of windows and doors and tinting windows (\$40-\$50,000)
- refurbishing meeting room and old projector room (Unknown)

He said the total cost of the proposed upgrade was estimated to be less than \$200,000.

It was clarified that Board members wanted the tennis courts to be included in the proposed upgrade.

Resolved:

1. That the Chairman, the Community Facilities Manager and Council's Building Inspector consult together with regard to the proposals for upgrading the Lake Tekapo Community Hall.
2. That more detailed plans then be commissioned for the project.
3. That costings for the work be obtained.
4. That when the above information becomes available, the community be consulted about the project.

**Ian Radford/Peter Maxwell**

Resolved that the Tekapo Community Board recommends the following to Council:

1. That monies from the Land Subdivision Fund be applied to the following Tekapo recreational projects in 2011/12:
  - a. Footbridge \$25,000, with a commitment for a further \$75,000 as \$25,000 per annum over the following three years
  - b. Playground \$10,000
  - c. Sundial \$5,000 (if not funded by Meridian)
 (while noting that in the interim, these projects can be funded from Tekapo's annual discretionary fund of \$100,000)
2. That Council agrees in principle to the land on which the public toilets are currently sited being sold and the funds utilised towards the building of new toilets in the vicinity of the western car park.
3. That Council, recognising that much of its Land Subdivision Reserve Fund derives from Tekapo development, agrees that a significant portion of that fund be utilised towards Tekapo community facilities.
4. That initial work be undertaken by Council on the planning of new community facilities in Tekapo as part of township development and that this be used for any further public input that may be required.

**Murray Cox/Peter Maxwell**

3. CORRESPONDENCE FROM PETE SPEEDY - THE AREA WEST OF THE POWER BOAT CLUB HOUSE AND BOAT RAMP:

This letter from Mr Speedy dated 11 May 2011 referred to the swimming zone and establishment of a picnic area on the foreshore in front of the Lake Tekapo Camping Ground. It was accompanied by a response from the Chairman dated 1 June 2011.

Resolved that the Community Facilities Manager meet with Mr Speedy to discuss the issues which he had raised in his letter and report back to the next Community Board meeting.

**Murray Cox/Peter Maxwell**

4. CORRESPONDENCE:

- **From the Mayor - Changes for Tourism And Marketing:**

This letter from the Mayor dated 2 May 2011 referred to proposed changes to the rating system that funded the activities of the Mackenzie Tourism and Development Trust and encouraged the making of submissions to Council on the issue.

Cr Maxwell advised that following the hearing of submissions during the Annual Plan process, the Council had resolved not to approve the changes proposed by the Trust. He said that at its meeting the following day, the Council was to consider offering a loan to the Trust.

- **Response from the Chairman to Colin McLaren**

This letter dated 26 May 2011 responded to Mr McLaren's letters dated 20 February and 26 April 2011 regarding buses, planning and trees and autumn colours.

- **Response from the Chairman to Biddy Satterthwaite**  
This letter dated 1 June 2011 responded to the letter from Ms Satterthwaite dated 17 April 2011 which referred to the building of the flying fox on the lakeshore.
- **Response from Chairman to Jennifer and Alexander Wallace**  
This letter dated 1 June 2011 responded to the letter from Mr and Mrs Wallace dated 17 February 2011 which referred to the need for a function centre at Lake Tekapo.

## **V    GENERAL:**

### **1.    NEW HAND RAILS AT THE CHURCH OF THE GOOD SHEPHERD:**

Peter Munro expressed concern about the unsightly appearance of the new hand rails which had been installed at the entrance to the Church of the Good Shepherd. His concern was shared by the other Board members. It was reported that there had been much negative feedback from the community about the rails. Cr Maxwell suggested pressure from the public might result in a satisfactory resolution of the matter.

**THERE BEING NO FURTHER BUSINESS THE  
CHAIRMAN DECLARED THE MEETING CLOSED AT 8:50PM**

**CHAIRMAN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

# MACKENZIE DISTRICT COUNCIL

## MINUTES OF THE MEETING OF THE FAIRLIE COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON WEDNESDAY 22 JUNE 2011 AT 7.00 PM

### PRESENT:

Owen Hunter (Chairman)  
Ashley Shore  
Julia Bremner  
Cr Graeme Page

### IN ATTENDANCE

Glen Innes (Chief Executive Officer)  
Garth Nixon (Community Facilities Manager)  
Paul Morris (Finance and Administration Manager)  
Keri-Ann Little (Relief Committee Clerk)

## II APOLOGY:

Resolved that an apology be received from Ron Joll.

**Ashley Shore/Julia Bremner**

It was advised that because he was currently working in Rangiora, Mr Joll had requested Leave of Absence from Community Board meetings.

Resolved:

1. That Ron Joll be granted Leave of Absence from Fairlie Community Board meetings for six months.
2. That if Mr Joll is unable to attend Community Board meetings after the six months' Leave of Absence period, the position be reviewed.

**Ashley Shore/Julia Bremner**

## III DECLARATION OF INTERESTS:

There were no Declarations of Interest.

## IV MINUTES:

Resolved that the Minutes of the meeting of the Fairlie Community Board held on 11 May 2011 be confirmed and adopted as the correct record of the meeting.

**Ashley Shore/Julie Bremner**

## **V     REPORTS:**

### **1.   FINANCE REPORT TO APRIL 2011:**

This report from the Manager – Finance and Administration provided an update for Board members on the financial performance of the Fairlie Community for the period to April 2011.

Resolved that the report be received.

**Julie Bremner/Graeme Page**

### **2.   REQUEST FROM THEATRE GROUP:**

This report from the Community Facilities Manager was accompanied by a request from the Mackenzie Theatre Group that hall hire fees for the Mackenzie Community Centre be waived for the forthcoming Theatre Group's production.

Resolved that the report be received.

**Ashley Shore/Julia Bremner**

Resolved:

1. That the request from the Mackenzie Theatre Group for the waiving of hire fees for the Mackenzie Community Centre be declined.
2. That the Mackenzie Theatre Group be offered the option of deferring payment of the hire fees until the proceeds of the production had been collected by the Theatre Group.

**Ashley Shore/Julia Bremner**

Cr Page voted against the motion.

## **LATE ITEMS:**

Resolved that pursuant to the Local Government Official Information and Meetings Act 1987 the letters of requests from the Mackenzie Schools' Science Fair Committee and Grant Finlayson be considered.

**Owen Hunter/Graeme Page**

The letters were not included on the Agenda because they were not received in time. Consideration of the letters at this meeting was required to enable the requests to be responded to in a timely manner.

### **1.   MACKENZIE SCHOOLS' SCIENCE FAIR:**

This was a request from the Mackenzie Schools' Science Fair Committee for assistance with the rental of the Mackenzie Community Centre Stadium for the Science Fair which was to be held on 10 and 11 August 2011.

Resolved that the request be received.

**Graeme Page /Ashley Shore**

Resolved that the request for assistance with the rental of the Mackenzie Community Centre Stadium for Science Fair to be held on 10 and 11 August 2011 be referred to the Council.

**Graeme Page /Ashley Shore**

2. LETTER FROM GRANT FINLAYSON:

This letter from Grant Finlayson referred to the desire of a group of people who owned property on Kirke Street, Fairlie, to improve the appearance of the area, in particular by planting blossom trees on either side of the footpath and the upgrading of the footpath.

A response from the Community Facilities Manager accompanied the request.

Resolved:

1. That the letter from Mr Finlayson be received.
2. That Mr Finlayson be invited to submit a proposed plan for the requested improvements to the Kirke Street streetscape.

**Owen Hunter/Ashley Shore**

**IV GENERAL:**

1. PAINT BALL APPLICATION FOR RENEWAL OF LEASE:

The Chairman referred to the untidy appearance of the Paint Ball operation on SH 79. He asked when the lease was due for renewal.

The Community Facilities Manager said that when the lease became due for renewal, the Fairlie Community Board would have the opportunity of reviewing the conditions to ensure that the area was maintained in a tidy condition.

2. WARD MEMBERS REPORT:

Cr Page referred to the submissions to the Annual Plan on the proposed Targeted Tourism rate and the commissioning of the new Fairlie water main pipe line. He advised of plans for consulting the residents of Fairlie about the risk of flooding from the Western Catchments and suggested that a report on history of the Western Catchments Flood Risk be made available for the next meeting of the Fairlie Community Board when members could also preview the consultation presentation. Cr Page advised that the proposals in the Annual Plan for streetscape improvements in Fairlie had received positive feedback.

3. CHRISTMAS LIGHTS IN VILLAGE CENTRE:

Ashley Shore requested that the Christmas lights in the tree near the Four Square Supermarket be removed or repaired.

4. COMMUNITY CENTRE PAINTING:

Julia Bremner advised that painting in the Mackenzie Community Centre was to commence in about three weeks.

5. HEATING – STRATHCONAN SWIMMING POOL:

Mrs Bremner advised that the revised cost of a heat pump was \$18,000 and the concrete pad would cost \$2,500. She said the Aorangi Trust had granted \$20,000 towards the project. She had been advised that a further \$10,000 could be made available from Alpine Energy Ltd, however she recommended that money could be directed towards another community project as the balance of funds for the heating could be raised locally.

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9:30PM**

**CHAIRMAN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# **MACKENZIE DISTRICT COUNCIL**

## **MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 5 JULY 2011 AT 9.30 AM**

### **PRESENT:**

Graham Smith (Chairman)  
Claire Barlow (Mayor)  
John Bishop  
Peter Maxwell  
Annette Money  
Graeme Page  
Evan Williams (from 9.35 am)

### **IN ATTENDANCE:**

Glen Innes (Chief Executive Officer)  
Paul Morris (Manager – Finance and Administration)  
Garth Nixon (Community Facilities Manager) for part of the meeting  
Rosemary Moran (Committee Clerk)

### **I     APOLOGIES:**

There were no apologies.

### **II    DECLARATIONS OF INTEREST:**

Cr Maxwell, as a Trustee of the Mackenzie Tourism and Development Trust, declared his interest in the Late Agenda Item “Mackenzie Tourism and Development Trust Loan” and undertook to leave the meeting when the item was considered.

### **III   MINUTES:**

Resolved that the minutes of the meeting of the Finance Committee held on Tuesday 24 May 2011, including such parts as were taken with the Public Excluded were confirmed and adopted as the correct record of the meeting.

**John Bishop/Claire Barlow**

### **MATTERS UNDER ACTION:**

#### **1.   Medical Facilities – Sale of Doctors’ Residences:**

It was noted that policy on the use of funds from the sale of doctors’ residences needed to be developed before a report on options for funding to support medical facilities in the District was developed.

It was also noted that at its meeting on 7 February 2010 the Finance Committee had resolved:

- That Council establishes a capital reserve for medical facilities in the District and that the proceeds of the sale of doctors' residences be credited to this account.
- That the principal amount within the capital reserve be protected for possible future requirements and that interest be accumulated and directed as appropriate to the needs of the District.

## **V      REPORTS:**

### **1.   FINANCIAL REPORT – APRIL 2011:**

This report from the Manager – Finance and Administration was accompanied by the financial reports for the period to April 2011.

The Manager – Finance and Administration spoke to his report.

Resolved that the report be received.

**Annette Money/Graeme Page**

#### **Governance Activity:**

##### **Motion:**

That the Regulatory activity be responsible for the total amount of the payment to correct an error on an erroneously issued s226 certificate in 2006.

**Graeme Page**

The motion failed for want of a seconder.

The meeting was adjourned at 10.45 am for morning tea and reconvened at 11.10 am.

## **V      REPORTS:**

### **2   PUKAKI AIRPORT BOARD STATEMENT OF INTENT FOR THE THREE YEARS TO 30 JUNE 2014:**

This report from the Manager – Finance and Administration was accompanied by the draft Statement of Intent for the Pukaki Airport Board the Three Years Ending 30 June 2014.

Resolved that the report be received.

**Evan Williams Annette Money**

Resolved that the Statement of Intent for the Pukaki Airport Board the Three Years Ending 30 June 2014 be adopted.

**Annette Money/Claire Barlow**

**3 MACKENZIE FORESTRY BOARD STATEMENT OF INTENT FOR THE THREE YEARS TO 30 JUNE 2014:**

This report from the Manager – Finance and Administration was accompanied by the draft Statement of Intent for the Mackenzie Forestry Board the Three Years Ending 30 June 2014.

Resolved that the report be received.

**John Bishop/Evan Williams**

Resolved that the draft Statement of Intent for the Mackenzie Forestry Board for the three years ending 30 June 2014 be referred back to the Forestry Board with the recommendation that further detail be included about the Board's carbon credits.

**Annette Money/John Bishop**

The Community Facilities Manager joined the meeting.

**4. GRANTS POLICY:**

This report from the Community Facilities Manager invited consideration of the Council's Grants Policy and Grant Evaluation Criteria.

Resolved that the report be received.

**Claire Barlow/Evan Williams**

Resolved:

1. That the following be confirmed:

***GRANTS POLICY:***

***Rationale***

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

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

***Guidelines:***

1. *All requests for financial assistance are to be submitted on an "Application for Donation" form to the Council.*
2. *All requests for financial support are to be dealt with as requests for grants.*
3. *Requests for grants from clubs, groups or organisations are to be accompanied by full financial information.*
4. *Applications for grants are to be evaluated in terms of*

- *the direct benefit of the grant to ratepayers/residents of the District*
  - *the availability of funds from other sources for the project*
  - *the level of contribution to the project made by the applicant*
5. *Recipients are to be required to account accurately for grants.*

### **GRANT EVALUATION CRITERIA**

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

2. That no additional budget provision be made for unspecified grants.
3. That Council acknowledges the existing assistance it provides through concessional rental arrangements.
- 4 That application forms and the Evaluation Criteria be made available through Council's website to assist applicants.

**Evan Williams/Annette Money**

## **II LATE ITEMS:**

Resolved that pursuant to the Local Government Official Information and Meetings Act 1987 the reports "Mackenzie Tourism and Development Trust Loan" and "Insurance Issues" be considered.

The reports were not included on the Agenda because they were able to be reported on in time. Consideration of the reports at this meeting was required to enable the issues to be dealt with in a timely manner.

**Evan Williams Claire Barlow**

### INSURANCE ISSUES:

This report from the Manager – Finance and Administration advised of Council's potential financial exposure relating to an earthquake or other major event affecting the Mackenzie region.

Cr Williams left the meeting at 11.53 am and re-joined the meeting at 12.04 pm

#### Resolved:

1. That the report be received.
2. That Council endorses the insurance levels and policies obtained for the year ending 1 July 2012, noting that there is no infrastructural asset cover and that earthquake, geothermal activity and tsunami are only covered to 80% for non-infrastructural assets.
3. That Council notes that a shortfall exists between its likely share of repair costs following a major earthquake and the minimum level of cash reserves currently required to hold.
4. That Council consider at its 19 July 2011 meeting, a detailed paper from the Manager Finance and Administration, on ways of mitigating Council's risk exposure to a major earthquake.

**Graeme Page/Annette Money**

### **VI PUBLIC EXCLUDED:**

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

1. Sale Lot 2 Mackenzie Drive, Twizel.
2. Mackenzie Tourism and Development Trust Loan

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
Sale Lot 2, Mackenzie Drive Twizel	Legal Professional Privilege	48(1)(a)(i)
MTDT Loan	To enable the Local Authority to carry on without prejudice, negotiations	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Lot 2, Mackenzie Drive, Twizel* Section 7(ii)(i) and *MTDT Loan* Section 7(2)(h) .

**Annette Money/John Bishop**

**THE CHAIRMAN DECLARED THE MEETING CLOSED AT 12.35 PM**

**CHAIRMAN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

# **MACKENZIE DISTRICT COUNCIL**

## **MINUTES OF A MEETING OF THE PROJECTS AND STRATEGIES COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 5 JULY 2011 AT 1.25 PM**

### **PRESENT:**

Graeme Page (Chairman)  
Claire Barlow (Mayor)  
Crs John Bishop  
Peter Maxwell  
Annette Money  
Graham Smith  
Evan Williams

### **IN ATTENDANCE:**

Glen Innes (Chief Executive Officer)  
Bernie Haar (Asset Manager)  
Carl McKay (Solid Waste Manager)  
John O'Connor (Utilities Engineer)  
Rosemary Moran (Committee Clerk)

### **I APOLOGIES:**

There were no apologies.

### **II DECLARATIONS OF INTEREST:**

There were no Declarations of Interest.

### **III MINUTES:**

Resolved that the Minutes of the meeting of the Projects and Strategies Committee held on 24 May 2011, including such parts as were taken with the Public Excluded be confirmed and adopted as the correct record of the meeting.

**Graham Smith/Annette Money**

### **MATTERS UNDER ACTION:**

#### **1. Solid Waste Activity:**

It was advised that a Heads of Agreement with the preferred contractor had been signed.

#### **2. Bridge Replacements:**

The Asset Manager undertook to provide to the Committee members a list of the bridges in the District which served only one ratepayer.

## IV **REPORTS:**

### 1. **ASSET MANAGER'S MONTHLY REPORT:**

This report from the Asset Manager referred to a Long Term Planning Workshop in Queenstown and the INGENIUM Conference in Wellington and the Annual Plan, Project Progress (Clayton Road Seal Widening, Twizel Water Supply, Fairlie Water Supply Trunk Main Replacement and Solid Waste Review), Project Progress (Clayton Road Seal Widening, Bridge Deck Replacement, Twizel Oxidation Pond Upgrade, Alexandra Terrace, Tekapo, Formation and Seal and School Road Stock Water Race Consent), Roding (Roding Issues, Bridge Repairs, Footpath Reseals, Unsealed Road Metalling Unsealed Road Grading and Reseals), Essential Services (Fairlie Water and Fairlie Waste Water, Tekapo Water Supply, Tekapo Waste Water and Tekapo Stormwater, Twizel Water Supply, Manuka Terrace Water Supply, Allandale Water Supply and Burkes Pass Water Supply) and Solid Waste.

Details of Roding and Essential Services Projects and the Solid Waste Review were included with the report.

Resolved that the report be received.

**Graham Smith /Evan Williams**

### 2. **ASSET MANAGEMENT PROJECTS 2011/12:**

The report from the Asset Manager advised of the projects approved by the Council and the Community Boards for completion or action in the 2011/12 year and sought guidance regarding the projects about which regular reporting was required.

Resolved that the report be received.

**Evan Williams/Claire Barlow**

Resolved that, in conjunction with the Asset Manager, Crs Page, Williams and Smith be authorised to draw up, within the next month, a schedule of priorities for roading projects to be funded from the Minor Improvements Fund for the 2011/2012 year.

**Graham Smith/Annette Money**

### 3. **CANTERBURY WASTE JOINT COMMITTEE (CWJC) AGREEMENT:**

This report from the Asset Manager sought approval of the amended Constituting Agreement of the Canterbury Waste Joint Committee of which the Council was a member. The change was required following the decision of the Canterbury Regional Council to withdraw from the arrangement.

Resolved:

1. That the report be received.
2. That the Council continues to be an active member of the Canterbury Waste Joint Committee and that the amended Constituting Agreement

**Annette Money/Peter Maxwell**



**PUKAKI INFORMATION CENTRE:**

It was agreed that the Agreement with Meridian Energy Ltd for the Pukaki Visitor Information Site and the Resource Consent for the Visitor Information Centre be included on the Agenda for consideration at the next meeting of the Projects and Strategy Committee.

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 3.15 PM**

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**CHAIRMAN**

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**DATE**

# **MACKENZIE DISTRICT COUNCIL**

## **MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 5 JULY 2011 AT 3.25 PM**

### **PRESENT:**

John Bishop (Chairman)  
Claire Barlow (Mayor)  
Annette Money  
Peter Maxwell  
Graeme Page  
Evan Williams  
Graham Smith

### **IN ATTENDANCE:**

Glen Innes (Chief Executive Officer)  
Nathan Hole (Manager – Planning and Regulations)  
Garth Nixon (Community Facilities Manager) for part of the meeting.  
Rosemary Moran (Committee Clerk)

### **I     APOLOGIES:**

There were no apologies.

### **II    DECLARATIONS OF INTEREST:**

There were no Declarations of Interest.

### **III   MINUTES:**

The Minutes of the meeting of the Planning Committee held on 24 May 2011 were confirmed and adopted as the correct record of the meeting.

**Graham Smith/Annette Money**

### **MATTERS ARISING:**

The Manager – Planning and Regulations advised that the Twizel Dog Pound had been completed and was operational.

### **IV    REPORTS:**

#### **1.     ROADWAYS AND RESERVES CAMPING BYLAW 2009 AMENDMENT :**

The Community Facilities Manager joined the meeting.

This report from the Community Facilities Manager referred to proposed amendments to the Camping on Roadways and Reserve Bylaw.

Resolved that the report be received.

**Claire Barlow /Annette Money**

Resolved that the following amended Roadways and Reserves Camping Bylaw be adopted.

**Claire Barlow/Graham Smith**

### ROADWAYS AND RESERVES CAMPING BYLAW

1. This bylaw is made pursuant to sections 145 and 146(b)(vi) of the Local Government Act 2002, section 12 of the Litter Act 1979, and all other Acts, powers and authorities enabling the Council in that behalf.
2. This bylaw shall be known as the Roadways and Reserves Camping Bylaw 2009.
3. Camping – No person shall camp in or upon any road, roadside, reserve or area listed in the schedule hereto.
4. Power to Move On - Any warranted officer of Council may request a person camping on land referred to in the schedule to move on and may direct them to any other camping ground or other Council land where camping is permitted.
5. Offences - Failure to comply with such a request constitutes an offence under this bylaw.
6. Penalties And Offences.- Every person commits a breach of this bylaw who:
  - (a) Commits, or causes to be committed, any act contrary to this bylaw; or
  - (b) Omits, or knowingly permits to remain undone, any act required by this bylaw; or
  - (c) Refuses, or neglects to comply with, any notice or request, or any condition in any such notice or request, given by a Council Officer pursuant to this bylaw; or
  - (d) Obstructs or hinders any officer of the Council in the performance of any power or duty conferred upon him or her by this bylaw.
- 6.1 Every person who breaches this bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$20,000.
7. Signs – Signs may be erected on any land in the Schedule hereto, such signs to read “No camping by order Mackenzie District Council”.
8. Definitions – For the purpose of this bylaw, the following definitions shall apply;
 

“Road” means road as defined in Section 315(l) of the Local Government Act 1974.

“Reserve” means reserve as defined in the Reserves Act 1977.

“Roadside” means the area between the road centre line and any private property either side of the road centre line.

“Camp” means to stay, or intend to stay at any time, and includes staying or intending to stay at any time with any form of moveable or portable accommodation.
9. Additions or Deletions – Additions or deletions to the schedule hereto may be made by the Mackenzie District Council from time to time by Resolution.

10. Exceptions - Council may grant exceptions to this bylaw. These exceptions may be made from time to time for special circumstances or one off events. The exception may be granted by Council following application and Council resolution.

### Schedule

#### **A SCHEDULE OF PERMITTED AREAS**

- a) Lake Opuha Council Picnic Areas and Reserves.

<u>Lot 28</u>	<u>2.7475</u> <u>Ha</u>	<u>DP</u> <u>301677</u>
<u>Lot 29</u>	<u>.8787</u> <u>Ha</u>	<u>DP</u> <u>301677</u>
<u>Lot 30</u>	<u>1.8105</u> <u>Ha</u>	<u>DP</u> <u>301678</u>

Camper need to supply their own self-contained toilet.

**No camping permitted between 23 December and the second Monday in January.**

- b) Lake Ruataniwha Reserve SEC 1 SO 346762 excluding the designated camping area

**No camping permitted between 23 December and the second Monday in January.**

- c) Pattersons Ponds off Tekapo Canal Road Lake Tekapo

- d) Lake Wardell State Highway 8 Twizel

#### **B SCHEDULE OF PROHIBITED AREAS**

- a) All of Pioneer Drive Road Reserve from State Highway 8 intersection at the south eastern end of the road to the intersection with State Highway 8 at the north western end of the road, including all public car-parking areas and grassed areas within the road reserve.
- b) All of the Part Reserve 180 on the foreshore of Lake Tekapo in the vicinity of the Church of the Good Shepherd.
- c) All of Reserve 5182 and Pt Reserve 2923 being part of the Tekapo Domain (excluding the Motor Camp).
- d) All of the roadways in the Tekapo Domain being Domain Road and also known as Lakeside Drive and the unnamed roadway on Reserve 5182.
- e) With the exception of the Lake McGregor camping ground, the land surrounding Lake McGregor and Lake Tekapo being the following areas relating to the development of water power:

<u>Pt Res 4281</u>	<u>0.5281</u>	<u>SO8247</u>	<u>Gaz 1957</u>	<u>P615</u>
<u>Pt Res 36738</u>	<u>0.0304</u>	<u>SO8247</u>	<u>Gaz 1957</u>	<u>P615</u>
<u>Pt Res 36738</u>	<u>1.1534</u>	<u>SO8247</u>	<u>Gaz 1957</u>	<u>P615</u>
<u>Pt Res 36738</u>	<u>0.2226</u>	<u>SO8247</u>	<u>Gaz 1955</u>	<u>P2014</u>
<u>Pt Res 33695</u>	<u>0.3845</u>	<u>SO8247</u>	<u>Gaz 1955</u>	<u>P2014</u>
<u>Pt Lot1 DP9597</u>	<u>2.7562</u>	<u>SO8247</u>	<u>Gaz 1955</u>	<u>P2014</u>
<u>Pt Res 34675</u>	<u>1.1938</u>	<u>SO8247</u>	<u>Gaz 1955</u>	<u>P2014</u>
<u>Pt Res 3840</u>		<u>SO8247</u>	<u>Gaz 1955</u>	<u>P2012</u>
<u>Pt Res 36738</u>	<u>0.8701</u>	<u>SO8247</u>	<u>Gaz 1957</u>	<u>P615</u>

f) Closed Roads:

Pt Res 36738      SO8247 Gaz1957      P615

g) Pt Reserve:

Pt Res 34675    0.6404   SO8247

h) Lake Opuha Buffer Zones and Esplanade strips as described below and as identified on the attached map

<u>Lot 2</u>	<u>281.8950 Ha</u>	<u>DP 301677</u>
<u>Lot 1</u>	<u>52.2460 Ha</u>	<u>DP 301677</u>
<u>Lot 3</u>	<u>1293.270 Ha</u>	<u>DP 301677</u>
<u>Lot 27</u>	<u>5.7808 Ha</u>	<u>DP 301677</u>
<u>Lot 5</u>	<u>13.7895 Ha</u>	<u>DP 301678</u>
<u>Lot 4</u>	<u>161.4400 Ha</u>	<u>DP 301678</u>
<u>Lot 6</u>	<u>17.9460 Ha</u>	<u>DP 301678</u>
<u>Lot 7</u>	<u>7.9040 Ha</u>	<u>DP 301678</u>
<u>Lot 9</u>	<u>6.9500 Ha</u>	<u>DP 301678</u>

i) Lake Opuha Council Picnic Areas and Reserves.

Camping not permitted between 23 December and the second Monday in January.

Lot 28	2.7475 Ha	DP 301677
Lot 29	.8787 Ha	DP 301677
Lot 30	1.8105 Ha	DP 301678

Campers need to supply their own self-contained toilet.

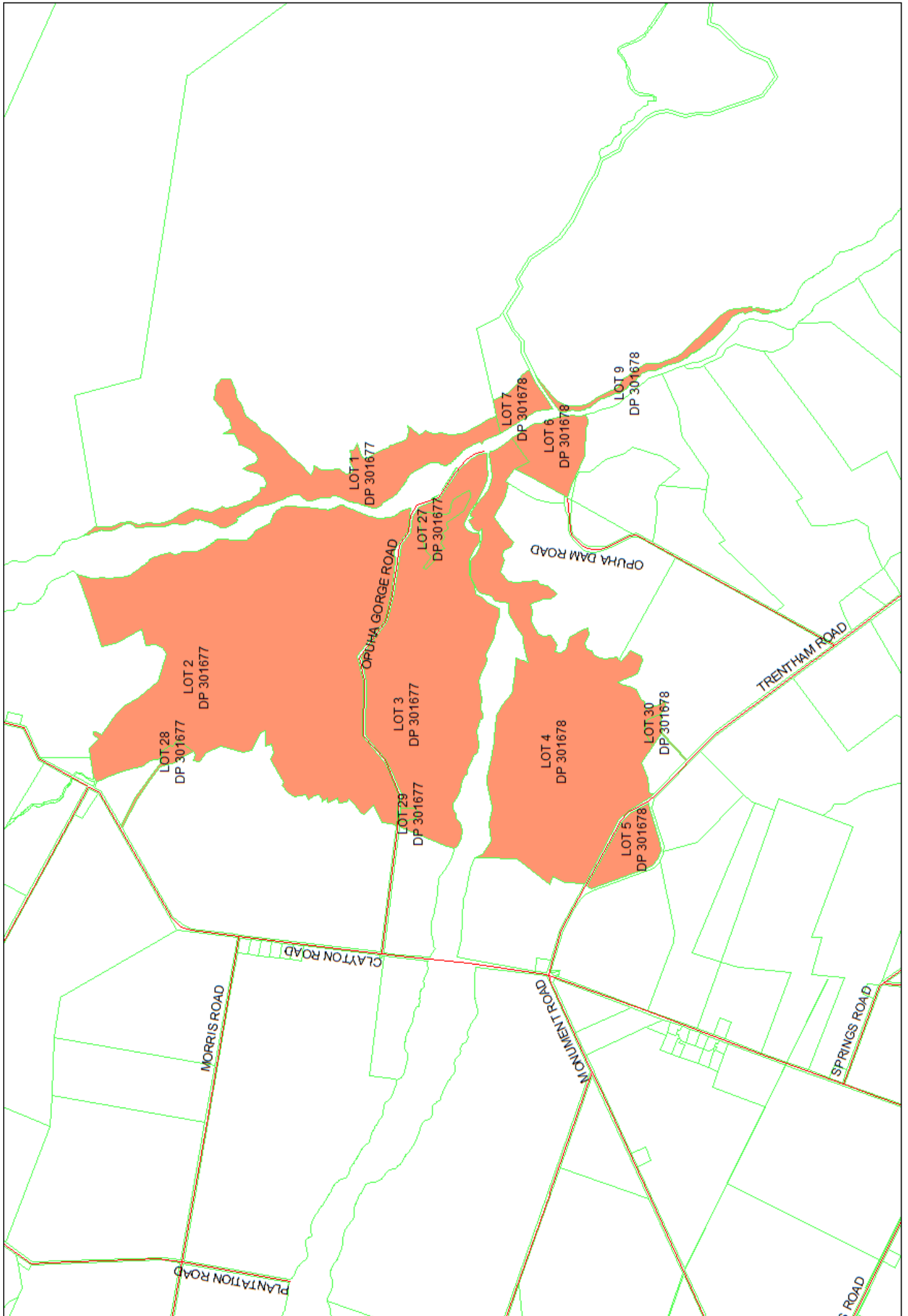
This bylaw was adopted by the Council on 15 December 2009 following the completion of a special consultative procedure under Section 86 of the Local Government Act 2002.

THE COMMON SEAL OF THE MACKENZIE DISTRICT COUNCIL was hereto affixed in the presence of:

\_\_\_\_\_  
The Mayor

\_\_\_\_\_  
The Chief Executive Officer

Common Seal of the Mackenzie  
District Council



2. ENVIRONMENT COURT APPEAL – MACKENZIE LIFESTYLE LIMITED LANDUSE  
CONSENT, TWIZEL:

This report from the Manager – Planning and Regulations was accompanied by a copy of the appeal to the Environment Court from Mackenzie Lifestyle Ltd and requested approval to mediate the appeal on behalf of the Council.

Resolved:

- 1 That the report be received.
- 2 That approval be delegated to the Manager – Planning and Regulations to mediate, on behalf of Council, the appeal to RM100013 by Mackenzie Lifestyle Ltd.

**Graham Smith /Claire Barlow**

**THERE BEING NO FURTHER BUSINESS THE  
CHAIRMAN DECLARED THE MEETING CLOSED AT 3.45 PM**

**CHAIRMAN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_





**MACKENZIE DISTRICT COUNCIL**  
**MINUTES OF A MEETING OF THE**  
**MACKENZIE DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS,**  
**FAIRLIE**  
**ON TUESDAY 31 MAY 2011 AT 9.30 AM**

**PRESENT:**

Claire Barlow (Mayor)  
Crs John Bishop  
Peter Maxwell  
Annette Money  
Graeme Page  
Graham Smith  
Evan Williams

**IN ATTENDANCE:**

Glen Innes (Chief Executive Officer)  
Paul Morris (Manager – Finance and Administration)  
Keri-Ann Little (Relief Committee Clerk)

**I      OPENING:**

The Mayor welcomed everyone to the meeting.

**II      APOLOGIES:**

Nil

**III     DECLARATIONS OF INTEREST:**

There were no Declarations of Interest.

The Mayor noted the following changes to the Agenda:

1. Heads of Agreement will be heard in Public Excluded
2. Brian and Helen Beattie will be arriving at 3pm for a presentation
3. Trees – Riverview Terrace – remove from Agenda
4. Farewell and Thank You to Frank Ledingham, retiring Manager – Roothing.

**IV      BEREAVEMENTS:**

The Mayor referred to the recent deaths of Mavis Clarkson, Findlay Dick, Bill Harris, Fiona Shanks, Thomas Groundwater and Murray Page. A motion of sympathy was passed and the Chief Executive Officer was directed to pass this on to those concerned.

**V        MAYORAL REPORT:**

This was the report of Mayoral activities for the previous six weeks.

Resolved that the report be received.

**Annette Money/ John Bishop**

**Twizel Clinic:**

Cr Money asked The Mayor to elaborate on her meeting with Twizel moteliars. The Mayor explained the meeting was with the Paardekoopers and they discussed targeted rates. The Mayor continued on to say that her monthly Twizel Clinic was very successful with 3 to 5 appointments every month.

**Andrew Simpson regarding future of Tekapo:**

Cr Money asked The Mayor for further information concerning her meeting with Andrew Simpson. The Mayor stated herself, Chief Executive Officer – Glen Innes, Stephen Berge, Christian Burtcher and Andrew's daughter, Amanda met at the request of Andrew to discuss and to gain a feel of what the Council planned for Lake Tekapo, so they can reach an understanding before the adoption of the Long Term Plan.

**Jenn Miller – Forest and Bird:**

Cr Page asked the Mayor to recall her meeting with Jenn Miller. The Mayor stated this was a phone call from Jenn regarding the application for judicial review of Council's granting of Certificates of Compliance for irrigation on two high country properties. The Mayor advised that the query had been forwarded on to Nathan Hole – Manager Planning and Regulation.

**Penny Murray – Mackenzie Sustainable Trust:**

The Mayor stated this was an informal meeting regarding the direction of the Trust and Zone Committee.

**VI REPORTS REQUIRING COUNCIL DECISION:**

**1. LETTER FROM FAIRLIE LIONS CLUB – MACKENZIE MEDICAL TRUST:**

This letter from the Fairlie Lions Club dated 30 April 2011 referred to the Mackenzie Medical Trust and asked Council to facilitate its reinstatement as soon as possible.

The Mayor advised she would meet with representatives of the appointing organisations with a view to appointing replacements for the Trustees who had have resigned from the Mackenzie Medical Trust.

Resolved that the letter be received.

**Graham Smith/Evan Williams**

Resolved that the Chief Executive Officer and the Mayor respond to the Fairlie Lions Club's suggestion that the Trust be reactivated.

**Annette Money/Evan Williams**

**2. EAST ROAD: OHAU GOLF CLUB**

This report from the Asset Manager was accompanied by a letter from the Ben Ohau Golf Club in Twizel to rip up the sealed formation on the East Road entrance to the course and grass the area down.

Resolved that the report be received.

**Graham Smith/Peter Maxwell**

Resolved:

1. That the Council approves the area of seal on the Council owned land known as East Road, being ripped up by the Ben Ohau Golf Club and relayed in grass.
2. That Ben Ohau Golf Club be responsible for all costs associated with the work including the reinstatement into grass.

**Annette Money/Evan Williams**

3. DISPOSAL OF COUNCIL CARAVAN

This report from the Community Facilities Manager sought Council's approval to dispose of a surplus caravan.

Resolved that the report be received

**Annette Money/Graeme Page**

Resolved:

1. That the caravan be water blasted.
2. That Council advertise for expressions of interest from Mackenzie community groups in the purchase of the caravan.

**Graeme Page/Evan Williams**

4. TEKAPO PROPERTY GROUP TERMS OF REFERENCE

The draft terms of reference formalising the Tekapo Property Group as a Subcommittee of the Finance Committee were considered.

Cr Maxwell expressed some concern that the work of the group might be in conflict with more recent initiatives by some Tekapo residents.

The Mayor suggested that the meeting was merely a desire for locals to be more involved in developments rather than supplant the work already accomplished by the Property Group.

Resolved:

1. That the draft Terms of Reference of the Tekapo Property Group be revised so that Clause 2(e) reads as follows:  
*e) the Lake Tekapo Property Group will establish the pricing for the sale of land, subject to maximising Council's returns as far as practicable;*
3. That the revised terms of reference as follows be adopted:
  1. **Purpose**  
 The purpose of the work described in these Terms of Reference is to develop lakefront land commonly known as VC1 and VC2 land that allows Tekapo township to grow and develop.
  2. **Scope**  
 To achieve the purpose of this Terms of Reference, the Tekapo Property Group shall action or undertake the following:

- a) Develop appropriate plans, concepts and prepare the appropriate design and planning work necessary for a high quality development of the VC1 and VC2 land.
- b) Undertake the necessary consultation with interested parties of the VC1 and VC2 land and endeavour to achieve the aims of all parties by conciliation and negotiation. This consultation will include situations where the decision required to be made by the Tekapo Property Group may not provide a financial return but will demonstrate a strong corporate citizen ethic.
- c) Seek appropriate legal and professional advice.
- d) Ensure all statutory requirements are met as well as ensuring all ethical and moral issues that arise are dealt with in a professional and transparent manner.
- e) The Tekapo Property Group will establish the pricing for the sale of land.

### **3. Delegations**

The Tekapo Property Group is a subcommittee of Council's Finance Committee.

The Tekapo Property Group has the following delegations:

- a) The authority to commit the Council to defined contract items to the value of \$10,000 (Ten Thousand Dollars + GST) without the need to consult with Council.
- b) The Council must approve all contracts over that value.
- c) Negotiate to the stage where agreement can be signed. Council retains final signing rights of any contracts for sale.
- d) All opportunities relating to the leasing of land or improvements with tenants of the VC1 and VC2 will be approved by the Council.

### **4. Reporting**

The Tekapo Property Group is required to report to the Council on a quarterly basis but more frequently where delegation authorities are required to be exceeded.

### **5. Project Team Member Remuneration**

All members of the Project Team will be eligible for mileage claims as paid to Council elected members.

### **6. Tekapo Property Group**

The membership of the Group shall be appointed by Council in the first instance. The Group can co-opt members.

### **7. Finances of the Project Team**

By the 28<sup>th</sup> February in any year the Tekapo Property Group will outline its projected expenditure and revenues for the coming 12 month budget period ending 30 June for the Council. Funding will be allocated as per the budget process and will be ratified by the Council adoption of the budget.

### **8. Tekapo Property Group**

- a) The Tekapo Property Group should hold such meetings at such times at places as it shall from time to time appoint. The rules regulated in the proceedings of the Project Team should be those set out in NZS 9202: 2003, "Model Standing Orders for Meetings of Territorial Authorities, Regional Councils and Community Boards" as adopted by the Council.

- b) Councillors are entitled to attend all meetings. Councillors do not have speaking or voting rights at meetings. The Chairman may allow Councillors to speak by invitation.
- c) Tekapo Property Group agendas will normally be issued as Public Excluded due to the commercially sensitive information contained within them.

**John Bishop/Graham Smith**

## 5. ALPS 2 OCEAN CYCLE TRAIL LTD

This report from the Chief Executive Officer was tabled at the meeting. It is attached to these minutes as an appendix. It dealt with the submissions on the proposal to establish a company – Alps 2 Ocean Cycle Trail Ltd, to manage the interests of both Councils in operating the cycle trail once constructed.

Cr Smith raised concern over the budget and whether costs would be shared jointly.

The Chief Executive Officer explained that Council's share of the establishment costs would be an unbudgeted amount of up to \$4,000.00.

Steve Thompson had been approached by both councils to advise on establishment and taxation issues.

### Resolved:

1. That the report be received.
2. That the submissions on the statement of proposal for Alps 2 Ocean Cycle Trail Ltd have been considered.
3. That the Alps 2 Ocean Joint Committee be instructed to constitute Alps 2 Ocean Cycle trail Ltd and deal with all matters in accordance with the Committee's terms of reference.
4. That the Alps 2 Ocean Joint Committee be instructed to prepare and recommend to the Councils a Shareholders' Agreement for their approval.

**Graham Smith/Evan Williams**

## 6. AMENDMENT TO DELEGATIONS MANUAL:

This report from the Manager, Finance and Administration, dealt with the delegation to staff of routine matters relating to rating and valuation.

He advised that a recent check of the legislation by the Revenue Officer had revealed items where staff lacked the necessary delegation to perform all of their functions. No matters of policy were involved.

Resolved that the report be received.

**Annette Money/Evan Williams**

### Resolved:

1. That the Council delegates authority to the Chief Executive Officer to undertake on Council's behalf the powers and functions described below:

### **Local Government (Rating) Act 2002**

Section 35(b)	Authority to remove names from the Rating Information Database (RID).
Section 41	Authority to issue amended rates assessments.
Section 42(3)	Authority to fix interest rates to be charged on additional rates.
Section 48	Authority to issue rates invoices with rates assessments.
Section 50	Authority to issue invoices based on previous years rates.

### **Rating Valuations Act 1998**

Section 14 and Section 16	Authority to determine whether a new valuation will be provided upon request from an owner or ratepayer.
Section 34(4)	Authority to determine to alter a valuation or decline to alter a valuation.

2. That the Chief Executive Officer be delegated power to delegate these powers and functions to the Manager, Finance and Administration.
3. That in the interests of efficiency the Manager, Finance and Administration be authorised to sub-delegate to the Revenue Officer the following powers and functions:

### **Local Government (Rating) Act 2002**

Section 35(b)	Authority to remove names from the Rating Information Database (RID).
Section 41	Authority to issue amended rates assessments.
Section 48	Authority to issue rates invoices with the rates assessments.

### **Rating Valuation Act 1998**

Section 14 and Section 16	Authority to determine whether a new valuation will be provided upon request from an owner or ratepayer.
Section 34(4)	Authority to determine whether to alter a valuation or to decline to alter a valuation.

**Graeme Page/Annette Money**

## **VII ADJOURNMENT:**

The meeting was adjourned at 10.40 am for morning tea and reconvened at 11.00 am.

## **VIII FAREWELL TO FRANK LEDINGHAM**

The Manager – Roading, Frank Ledingham and the Asset Manager joined the meeting. The Mayor advised that Mr Ledingham would be retiring from Council's employment on the 15 June 2011 after working for the Mackenzie District Council for the previous three and a half years. On behalf of Council, the Mayor thanked Mr Ledingham for his services and wished him all the best for his retirement.

## **VI REPORTS REQUIRING COUNCIL DECISIONS (Continued):**

### **7. ADOPTION OF THE ALPINE ENERGY LTD DRAFT STATEMENT OF CORPORATE INTENT:**

This report from the Manager, Finance and Administration dealt with the need to annually review the Statement of Corporate Intent for Alpine Energy Limited, a company in which the Council held a minority interest.

Resolved that the report be received.

**Graham Smith /Annette Money**

Resolved that the draft Statement of Corporate Intent for Alpine Energy Limited for the year ended 30 June 2011 and two subsequent years be adopted.

**John Bishop/Evan Williams**

### **8. CIVIC ASSURANCE STATEMENT OF INTENT 2011:**

This report from the Manager, Finance and Administration dealt with Civic Assurance's Statement of Intent for the year ended 31 December 2011 and the two subsequent years and Council's current policies that were held with that company.

Resolved that the report be received and the information noted.

**Graham Smith/Peter Maxwell**

### **TWIZEL COMMUNITY BOARD WORK PRIORITIES:**

This was a request from the Twizel Community Board for Council's endorsement of their wish to proceed with next year's project work programme before the commencement of the 2011/12 financial year. Informal approval had been given earlier.

Resolved that the Mackenzie District Council confirms its earlier informal endorsement of the Twizel Community Board's request to proceed early with its project work programme prior to the commencement of the 2011/12 financial year.

**Peter Maxwell/Graham Smith**

### **9. REMUNERATION OF CANTERBURY WATER MANAGEMENT STRATEGY ZONE COMMITTEE MEMBERS:**

This verbal report from the Chief Executive Officer dealt with proposals from some zone committees to increase the amount of remuneration received in the first year of the committees' operation.

While acknowledging the high workload, the Chief Executive Officer expressed reservations about the sustainability of such an increase for smaller councils and the relativity with other elected members such as community board members.

The Chief Executive Officer was asked to clarify whether or not a formal proposal for an increase had been accepted by the Mayoral Forum.

### **10. COMMON SEAL**

This report dealt with documents signed under the Common Seal from 16 April 2011 to 27 May 2011.

Resolved that the report be received.

**Annette Money/Graham Smith**

Resolved that the affixing of the Common Seal to document numbers 706 and 707 be endorsed.

**Annette Money/Graham Smith**

# **11. CHIEF EXECUTIVE OFFICER – GENERAL ACTIVITIES REPORT**

This report from the Chief Executive Officer referred to Council, Committee and Board meetings, Other Meetings and Activities, Report from the Zone 5 and 6 meeting and Proposed Changes in Vehicle Allowances.

## **Gudex Road**

In response to a question, the Chief Executive Officer advised that the Ombudsman had inspected the site and met with the landowner and other parties to the dispute over access to the river. The Mayor and he had outlined Council's attempts to broker a reasonable compromise. The matter was now with the Ombudsman's office and it was anticipated he would produce a report to Council with his recommendations.

## **Meeting with Rebecca Larking**

The Chief Executive Officer advised that this was a courtesy visit on behalf of Genesis Energy. The company was due to assume control of the two Tekapo dams the following day. They had assumed the same obligations as had been previously negotiated with Meridian Energy.

## **Possible Canterbury Earthquake Presentation**

Cr Page suggested a presentation or speech from some of the local volunteers who helped out after the Canterbury Earthquake in Christchurch would be worthwhile. The Mayor agreed and stated that this would be very useful in respect to our own planning for emergencies and what we, the Mackenzie District may be required to do if this occurs again both in our own district and in neighbouring areas. It was agreed that the Chief Executive Officer would arrange for such a presentation to be made.

## **Clayton Road – Road legalisation**

The Chief Executive Officer advised that this related to a long standing land issue that arose when the Station Stream Bridge on Clayton Road was replaced. A valuation was being obtained as a basis for further negotiation. He was working toward a resolution with minimal cost to the Council.

## **Vehicle Allowances**

This part of the report referred to the option offered by the Remuneration Authority for Council's to revise their expenses policies to incorporate an increased rate for motor vehicle usage from 1 July 2011. A rate increase from 70 cents per kilometre to 74 cents per kilometre would be accepted by the Authority.

Resolved that the report be received

**Annette Money/John Bishop**

Resolved that the Council amend its expenses policy from 1 July 2011 to provide for a mileage reimbursement of 74 cents per kilometre for the first 5,000km travelled by elected members in the course of their duties and that the revised policy be submitted to the Remuneration Authority for its approval.

**Graham Smith/Evan Williams**



## VIII COMMUNITY BOARD RECOMMENDATIONS

This report from the Chief Executive officer was accompanied by the minutes of the meetings of the Twizel Community Board held on 9 May 2011, the Tekapo Community Board held on 9 May 2011 and the Fairlie Community Board held on 11 May 2011. s.

Resolved that the report be received.

**Annette Money/Graham Smith**

Resolved that:

### TWIZEL COMMUNITY BOARD

#### 1. **Water Supply**

The Council notes the Board's recommendation that a temporary chlorination plant be installed to provide protection for the Twizel Water Supply from harmful bacteria and viruses (but not from cryptosporidium) and assessors feedback from the public on this matter before actioning the recommendation.

#### 2. **Community Transport Service**

The Council notes the Board's support in principle for a community transport service for Twizel as advocated by the Twizel Community Patrol Group Steering Committee and its desire to be involved before a final decision on the project is made.

#### 3. **Twizel Rating Boundary**

The Council notes that Peter Bell, John Bishop, Kieran Walsh, the Chief Executive Officer and Manager – Finance and Administration be appointed at the subcommittee to investigate the extension of the Twizel Community Rating Boundary with particular regard to the desired outcomes for the Community and the impacts of an extended rating base on adjoining areas and that a draft proposal be developed by the end of 2011.

#### 4. **Upper Waitaki Shared Vision Forum**

The Council notes that Kieran Walsh has been appointed the Twizel Community Board's representative on the Upper Waitaki Shared Vision Forum.

#### 5. **Unauthorised Tree Felling On The SH 8 Tree Belt**

The Council endorses the Board's recommendation that Peter Nicol be warned in writing that if he removes any more trees from the Community greenbelt the matter will be referred to the Twizel Police.

### TEKAPO COMMUNITY BOARD:

#### 6. **Lake Tekapo Community Hall – Dishwasher and Fridge**

The Council notes the Board has authorized the Community Facilities Manager to purchase a second had dishwasher and double door fridge for the Lake Tekapo Community Hall.

#### 7. **Criticism Of Flying Fox Project**

The Council notes the Board's decision to thank Ms Satterwaite for her comments and advise her that the flying fox was part of the playground project which would provide an amenity for children; that it had been sited with sensitivity to the landscape and views, complied with the height restrictions in the District Plan and was part of an overall plan for the Village Centre area.

#### 8. **Walking and Cycling Strategy For The Mackenzie**

The Council notes that the proposed Walking and Cycling Strategy for Lake Tekapo is to be raised at the meeting to be hosted by the Lake Tekapo Promotions Association on 19 May 2011 as one of the community facilities projects being fostered by the Community Board and that following the LTPA meeting, interested

parties will be invite to attend a workshop facilitated by staff, to progress the development of a Walking and Cycling Strategy.

9. **Sustainable Futures Trust – Upper Waitaki Shared Vision Forum**

The Council notes that Murray Cox has been appointed the Tekapo Community Board representative on the Upper Waitaki Shared Vision Forum and that Peter Munro is to be the alternative representative.

**FAIRLIE COMMUNITY BOARD:**

10. **Strathconan Park Croquet Site**

The Council endorses the Board's support for the Mackenzie Rugby Football Club's proposal to redevelop the former Croquet Club area in Strathconan Park.

11. **Mackenzie Community Centre Lighting Equipment**

The Council endorses approval of the Mackenzie Theatre Group taking ownership and control of the lighting equipment and that an agreement for the change of ownership of the lighting equipment will be formalised between Council and the Mackenzie Theatre Group and that the agreement include:

- A schedule of the equipment, including its condition, and the level to which it would be maintained.
- Arrangements for its insurance.

12. **Mackenzie Community Centre**

That the Council endorses the Board's approval of expenditure for the recovering of the seats and notes that the quotes will be sought for:

- Painting the stadium walls
- Painting the theatre backdrop and pillars
- Cleaning and painting the stadium ceiling

and that the Chairman will have power to act to accept a quote for painting.

**Evan Williams/Annette Money**

**IX COMMITTEES:**

Resolved that the Minutes of the Finance, Projects and Strategies and Planning Committees held on 24 April 2011, including those parts as were taken with the Public Excluded, be received.

**Graham Smith/Graeme Page**

**X CONFIRMATION OF MINUTES:**

Resolved that the minutes of the meeting of the Mackenzie District Council held on 19 April 2011, including such parts as were taken with the Public Excluded, with the following corrections to the record of the meeting with the directors of High Country Health:

- The spelling of High Country Health Chairman Simon **Williamson's** name (not Williams).
- The reference to the second choice of site for a new medical centre to be **Ohau Road** (not Rhoboro Road,

be confirmed and adopted as the correct record of the meeting.

**Annette Money/Graham Smith**

**IX ADJOURNMENT:**

The meeting was adjourned at 12.30 pm for lunch and reconvened at 1.00 pm.

**X VISITOR:**

The Mayor welcomed Kelvin Cross, from JLT Insurance Brokers.

Mr Cross gave an overview of the current climate for insurance following recent natural catastrophes in New Zealand and overseas and the potential impact on the Council when it came to renew its current policies

The Mayor thanked Mr Cross who left the meeting at 1.15 pm.

**X CONFIRMATION OF MINUTES (Continued):****MATTERS UNDER ACTION:****Seal past Houses Policy**

The Asset Manager was requested to provide a timeframe for completion of this task.

**XII PUBLIC EXCLUDED:**

Cr Page queried the need for the report on the Tourism Trust to be considered with the Public Excluded. After discussion it was agreed that potential negotiations with staff could be compromised if it was considered in Open Meeting.

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

1. Medical Centre Rental Policy
2. Heads of Agreement – Solid Waste Management
3. Ongoing Funding Support for Tourism and Development Trust

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
Medical Centre Rental Policy	Commercial Sensitivity	48(1) (a) (i)
Heads of Agreement – Solid Waste	Commercial Sensitivity	48(1) (a) (i)
Ongoing Funding Support for Tourism and Development Trust	To enable the Council to carry on (without prejudice or disadvantage) negotiations.	48(1) (a) (i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Medical Centre Rental Policy* section 7(2)(b)(ii) *Heads of Agreement – Solid Waste Management* section 7(2)(b)(ii) and *On-going Funding Support for Tourism and Development Trust* section 7(2)(i).

**Annette Money/Evan Williams**

**THERE BEING NO FURTHER BUSINESS,  
THE MAYOR DECLARED THE MEETING CLOSED AT 1:20 PM**

**MAYOR:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## **MACKENZIE DISTRICT COUNCIL**

### **MINUTES OF A MEETING OF THE MACKENZIE DISTRICT COUNCIL TO HEAR SUBMISSIONS ON THE DRAFT ANNUAL PLAN HELD IN THE COUNCIL CHAMBERS, FAIRLIE ON TUESDAY 14 JUNE 2011 AT 9.30AM**

#### **PRESENT:**

Claire Barlow (Mayor)  
Crs Peter Maxwell  
Annette Money  
Graham Smith  
Evan Williams

#### **IN ATTENDANCE:**

Glen Innes (Chief Executive Officer)  
Paul Morris (Manager – Finance and Administration)  
Bernie Haar (Asset Manager)  
Garth Nixon (Manager Community Facilities)  
Paul Morris (Manager Finance and Administration) 11:30am  
Keri-Ann Little (Relief Committee Clerk)

#### **I OPENING:**

The Mayor welcomed everyone to the meeting thanking the submitters for taking their time to come and speak to their submissions. She said the Council valued the community's input into its decision making. The processes for presenting submissions were then explained.

#### **II APOLOGIES:**

Resolved that apologies be received from Crs Graeme Page and John Bishop.

**Peter Maxwell/Annette Money**

#### **III DECLARATIONS OF INTEREST:**

Cr Maxwell advised that his wife had submitted on the Targeted Tourism Rates but he felt that there would not be a conflict of interest nor would there one be for being a Bed & Breakfast owner. The Mayor asked the Chief Executive Officer for his view. He believed there was not a conflict of interest and that the Council could proceed.

#### **IV ADJOURNMENT:**

The meeting was briefly adjourned until 9:45 am whilst Council awaited the first submitter.

**V HEARING OF SUBMISSIONS ON THE DRAFT ANNUAL PLAN FOR 2011/2012:****1. ALAN KERR:**

The Mayor welcomed Alan Kerr to the Meeting.

Mr Kerr spoke to his submission on Solid Waste. Mr Kerr expressed his concern about the direction the Council was taking with regard to Solid Waste and suggested the following:

1. Look at using volunteers and a community trust to run the system.
2. Continue with the black, white and green bag system as present.
3. Use an education officer to better effect.
4. Recognise that the greatest monetary return for recyclables is achieved by diverting them from landfill. It makes no sense to transport them anywhere if they can be disposed of near each depot.
5. Rural residents should be encouraged to use the recovery park facilities at no charge.
6. Solid waste disposal should be funded from general rates.

In response to questions about the availability of volunteers, Mr Kerr suggested the willingness of persons like him to contribute their time had never been tested.

**2. JAMES ALLAN:**

The Mayor welcomed James Allan who made the following points in relation to his submission on solid waste

1. Mr Allan noted that his family's residual waste was less than 20 litres per week. The provision of a 140 litre bin was more than was needed and would discourage waste reduction.
2. He believed composting was best done by each householder on their own properties and subsidised compost bins could be considered.
3. Separation of recyclables should take place at source and this could be encouraged with the right incentives.
4. Mr Allan advocated that on-going and cost-effective education on waste reduction was essential. Fines and charges should be used to penalise non-compliance.
5. Mr Allan felt that the make-up of the Solid Waste Subcommittee was incorrect and suggested more input should be sought from ratepayers on properly costed alternatives.

In response to a question< Mr Kerr suggested Councillors should look at the composting arrangements in Ashburton and Timaru.

Cr Maxwell suggested that the solid waste needs of both Tekapo and Twizel would be harder to meet than those of Fairlie due to the numbers of holiday home owners and tourists.

**3. PETER BELL:**

The Mayor welcomed Peter Bell who expanded on his submission opposing Council's direction on solid waste.

Mr Bell suggested that the new direction for solid waste ran counter to earlier efforts to achieve less waste and failed to support Council's goal of "Fostering Our Community".

He believed wheelie bins would encourage waste generation and a throw-away mentality.

He was also concerned over the funding burden the new regime would place on the townships if they were meeting the full cost of collection. Use of rubbish bags that you paid for meant the more you produced the greater the cost which was a fair user-pays system.

He was concerned that the management of the Council's waste would pass to a multi-national company with limited commitment to the District.

The vastly increased capacity for residual waste generation was also criticised; a 20 litre bag per week versus a 140 litre wheelie bins collected fortnightly.

Mr Bell also expressed concerns about rising Council overhead costs and the potential linkage with declining township population and the number of houses for sale.

#### 4. MARK ADAMS AND STAN TAYLOR – FAIRLIE FEDERATED FARMERS

Mark Adams and Stan Taylor were welcomed by The Mayor and they spoke to their submission on behalf of the Fairlie branch of the Federated Farmers.

Mr Adams made the following points on behalf of the Branch:

##### **Solid Waste**

The Branch was pleased to see the Council tackling the rising costs of solid waste and believed that behavioural change would be dependent upon costs being borne by the generator of the waste. The Zero Waste goal would not be achieved without government and business support.

##### **Drinking Water**

The Branch expressed concern about government-imposed water quality standards and was happy with current quality, especially with the Allandale scheme.

##### **Tourism Trust**

The Branch agreed the Trust should live within its means and not become a committee of Council. It commented that local business development had not been a focus for the Trust.

##### **Lake Alexandrina Reserves Fund**

The rural ratepayer had spent significant sums in improving access to the Lake. It argued that any surpluses should first be spent on rural reserves especially Lake Opuha.

##### **Mackenzie Sustainable Futures Trust**

The Branch was concerned at the haste with which the new body had been established and its potential to undermine Council's authority to govern. It supported the Council's position.

##### **General Comments**

- More transparency on rating costs was favoured.
- Costs of more individual services should be shown on the rate demands.

- The status quo was favoured regarding depreciation
- The cost of Council overheads was a concern as was the late completion of the last accounts
- An increase in Council's size to a Mayor and eight councillors was favoured
- The Branch would have liked to see more detail included in the Draft Annual Plan.

#### **IV     ADJOURNMENT:**

The meeting was adjourned at 10:20 am for morning tea and reconvened at 10.50 am.

#### **V     HEARING OF SUBMISSIONS TO DRAFT ANNUAL PLAN FOR 2011/2012 (Continued):**

##### **5.   NICOLA HAYMAN**

The Mayor welcomed Nicola Hayman who read her submission which is attached to this record as Appendix A.

In response to a question, Mrs Hayman said she had no confidence that the Mackenzie Sustainable Futures Trust would succeed.

##### **6.   ANDREW HOCKEN**

The Mayor welcomed Mr Hocken and thanked him for his submission.

Mr Hocken offered apologies from his father, Frank Hocken, and his brother, Grant and said he would present their submissions.

Mr Hocken fully supported the introduction of wheelie bins and more targeted rates for solid waste, but expressed concern over the costs related to abandoning the Vertical Composting Unit which had always been of doubtful viability.

He also supported improvements to Twizel drinking water but cautioned that the interim chlorination should not be allowed to become a medium or long term solution. A permanent set of improvements was needed urgently.

Mr Hocken opposed additional targeted rating for tourism apart from ensuring farm stays and holiday homes operators were contributing appropriately. He advocated for the relocation of the Twizel Information Centre to a more visible location on Wairepo Road and the closure of the Pukaki facility.

Mr Hocken favoured an early start to relocating the Twizel Water supply source to the west as that would best cater for future growth.

He supported the removal of trees alongside SH 8 to give greater visibility to the town and the regrassing of old tar sealed car parks following a case by case assessment of their use.

Mr Hocken also argued for a shift from capital value to land value rating.

Mr Hocken then spoke to his second submission, stating that Council should take firm action on freedom camping in the District. He also urged Council to work more constructively with High Country Health to enable a new medical facility to be built in Twizel to replace the current old building.

7. COLIN MCLAREN

The Mayor welcomed Colin McLaren spoke to his submission a copy of which is attached to this document as Appendix B.

In response to questions, Mr McLaren advised that choice of a final design for a footbridge at Lake Tekapo would be influenced by lowest construction costs. The project would cost slightly over \$1m with construction being \$814,000 plus GST, and engineer's fees. Funding arrangements were detailed in the business plan.

8. FRANK HOCKEN

The Mayor welcomed Andrew Hocken who read his father's submission a copy of which is attached to this document as Appendix C.

9. GRANT HOCKEN

The Mayor welcomed Andrew Hocken who read his brother's submission, a copy of which is attached to this document as Appendix D.

10. WALTER AND ZITA SPECK

The Mayor welcomed Walter and Zita Speck. Mr Speck apologised to Council, Madam Mayor, Staff and Visitors for their lateness.

Mr Speck presented an expanded submission; a copy of which is attached to this document as Appendix E.

Mrs Speck expressed frustration that her on-going advocacy for a change to the rating regime had not been acted upon by Council over several years. Their rates bill for their Tekapo properties was over \$13,000.

11. MACKENZIE BRANCH FEDERATED FARMERS – JOHN MURRAY:

The Mayor welcomed John Murray who spoke on behalf of the Mackenzie Federated Farmers Branch.

Mr Murray addressed the following five points:

1. **Vegetation Clearance Rule District Plan**

The Branch wished to remind the Council that this was a temporary rule to give the Council time to identify and protect short tussock grassland which was considered by some appellants to be under represented within the District. The Branch would likely ask the Council for the rule be dropped at the next District Plan review if no action on the above was forthcoming.

2. **Solid Waste**

The Branch supported and congratulated the Council on the new rating proposal which was more targeted and slightly less reliant on General Rates. It would support a shift over time to fully targeted rates.



3. **Tourism Trust**

The Branch considered that this should continue to be funded by the businesses involved and not from General Rates. The Trust should remain at arm's length from Council.

4. **Mackenzie Sustainable Future Trust**

The Branch remained of the opinion that the forum would not deliver significant results; however it was still early in the process. It noted that funding for the process has been further reduced and was not overly optimistic as to where the Trust will get.

5. **Environmentally Significant Areas**

Mr Murray asked that Council consider remitting rates on environmentally significant areas given that nearly all the benefits of protecting were enjoyed by the general public. The landowner would still bear the full cost of weed and pest control.

In response to a question, Mr Murray said that there were no precedents for such rates rebates elsewhere.

**IV ADJOURNMENT:**

The meeting was adjourned at 11:50 am and reconvened at 12.15 pm.

**V HEARING OF SUBMISSIONS TO DRAFT ANNUAL PLAN FOR 2011/2012  
(Continued):**

12. LAURENCE WALLACE

The Mayor welcomed Mr Wallace who has made his submission as a lessee and as co-founder of the Lake Alexandrina Conservation Trust.

Mr Wallace's submission is attached to this document as Appendix F.

The Councillors expressed their appreciation of the work of the Conservation Trust.

**IV ADJOURNMENT:**

The meeting was adjourned for lunch at 12:30 pm and reconvened 13:25 pm.

**V HEARING OF SUBMISSIONS TO DRAFT ANNUAL PLAN FOR 2011/2012  
(Continued)**

13. BILL PENNO

The Mayor welcomed Mr Penno to the hearing.

Mr Penno explained the background to the Waitaki Lakes and Rivers Committee and its role in undertaking widespread planting around the lake margins. He sought Council's support for this project, given the development of the Alps2Ocean Cycle Trail and the number of tourist it would attract. He also asked Council to carefully consider the merits of levying a small fee for the use of boat ramps on the lakes so that there would be a consistent approach across all lakes,

14 ANDREW HOCKEN

The Mayor welcomed Mr Hocken, a copy of whose submission is attached as Appendix G.

Mr Hocken argued that the bulk of the Trust's funding should be concentrated on its core business of marketing the District and questioned the relevance of i-SITES in the District in the internet age. However, he supported new ventures like the Alps2Ocean Cycle Trail receiving an injection of Council capital.

15 DENNIS CALLESEN – AORAKI MOUNT COOK ALPINE VILLAGE LTD

The Mayor welcomed Mr Callesen, a copy of whose submission is attached as Appendix H.

Mr Callesen argued in favour of increased Trust funding principally to support the Tekapo i-SITE which he believed formed a gateway to the region. He also believed earlier inequities in the targeted rating needed to be addressed. Also drew Council's attention to his interest in this matter as a Trustee of the Tourism Trust.

16 JULIA MACKENZIE

The Mayor welcomed Ms Mackenzie who spoke to her submission in support of the work of the Tourism Trust. A copy of the submission is attached as Appendix I.

**IV ADJOURNMENT:**

The Meeting was adjourned at 2.05 pm and reconvened at 2.4 0pm.

**V HEARING OF SUBMISSIONS TO THE DRAFT ANNUAL PLAN FOR 2011/2012 (Continued)**

17 GAVIN LOXTON (SNOW LOXTON)

The Mayor welcomed Mr Loxton.

Mr Loxton spoke to his submission, focussing on facilities in Tekapo and what was needed.

Mr Loxton asked Council for funding to assist with the Domain Enhancement Project at Lake Tekapo where the playground and associated improvements were estimated to cost \$215,000.

18 JOHN LONGBOTTOM

The Mayor welcomed Mr Longbottom who spoke to his submission on the chlorination of the Twizel water supply. A copy of Mr Longbottom's submission is attached to this document as submission as Appendix J.

19 MARGARET MUNRO

The Mayor welcomed Ms Munro.

Ms Munro spoke to her submission on behalf of Lake Tekapo Promotions, supporting the work of the Tourism Trust and the Tekapo i-SITE.

A copy of Ms Munro's submission is attached to this document as Appendix K.

## 20 PATRICIA BAPITSTA

The Mayor welcomed Ms Bapitsta. Ms Bapitsta spoke in support of the Tourism Trust. A copy of her submission is attached to this document as Appendix L.

## 21 LESLEY O'HARA

Ms O'Hara was welcomed by the Mayor.

Ms O'Hara spoke as Chair of the Mackenzie Tourism and Development Trust and sought increased funding for the work of the Trust. A copy of her submission is attached to this document as Appendix M.

## **IV ADJOURNMENT:**

The meeting was adjourned at 3.30 pm.

The meeting was reconvened on Tuesday 21 June 2011 at 9.30 am.

## **PRESENT:**

Claire Barlow (Mayor)  
Crs Peter Maxwell  
Annette Money (until 11:45am)  
John Bishop  
Graeme Page  
Graham Smith  
Evan Williams

## **IN ATTENDANCE:**

Glen Innes (Chief Executive Officer)  
Paul Morris (Manager – Finance and Administration)  
Keri-Ann Little (Relief Committee Clerk)  
Bernie Haar (Asset Manager) From 9:45am – 12:05pm  
Garth Nixon (Manager Community Facilities) From 11:15am -12:05pm  
Paul Morris (Manager Finance and Administration)  
John O'Connor (Utilities Engineer) From 10:15am -10:40am

## **I OPENING:**

The Mayor welcomed everyone and opened the reconvened meeting

## **II MANAGEMENT TEAM SUBMISSION TO THE ANNUAL PLAN FOR 2011/2012:**

This report from the Manager, Finance and Administration sought eleven increases in the draft budget where planned works from 2010/2011 would not be completed, a technical correction to the rates schedules, increased funding for replacement equipment and furniture

in Council buildings and for planned maintenance in the Fairlie Community Centre. Adjustments to incorporate the new policy for medical centre rentals were also needed.

Resolved that the report be received.

**Evan Williams/Graeme Page**

The Manager – Finance and Administration responded to Councillors' questions on his report.

Resolved that the draft 2011/2012 budgets and Annual Plan be amended to include the following items of unspent budget carried forward from 2010/2011:

<b>Item</b>	<b>Cost Centre</b>	<b>Project</b>	<b>Amount</b>	<b>Funded From</b>
<b>1</b>	Subsidised Rural Roads	Minor improvements	\$100,000	64% NZTA 36% Rural Roding Operating Reserve
<b>2</b>	Unsubsidised Fairlie Roding	Footpath Surfacing	\$15,480	Fairlie Roding Operating Reserve
<b>3</b>	Lake Alexandrina	Improvements to Camping Area	\$17,000	Lake Alexandrina Operating Reserve
<b>4</b>	Twizel Water	Headworks – Renewal	\$6,657	Capital Reserve
<b>5</b>	Twizel Water	Treatment – New	\$43,993	Capital Reserve
<b>6</b>	Ashwick/Opuha Water	Headwork	\$6,000	Capital Reserve
<b>7</b>	Manuka Terrace Water	Headworks	\$10,877	Capital Reserve
<b>8</b>	Manuka Terrace Water	Water Supply	\$24,740	Capital Reserve
<b>9</b>	School Road Water	Water Supply	\$5,000	Capital Reserve
<b>10</b>	Twizel Sewer	Sewer Treatment – New	\$27,000	Capital Reserve
<b>11</b>	Fairlie Community Centre	Planned Maintenance	\$7,608	Fairlie Works and Services Operating Reserve

**Peter Maxwell/Evan Williams**

Resolved that the draft 2011/2012 budgets and Annual Plan be amended to include the following additional items:

- \$2,000 additional for Fairlie Council Building maintenance.
- \$1,000 additional for Twizel Council Building maintenance to provide for replacement office equipment floor mats and chairs.
- \$10,000 for the Mackenzie Community Centre maintenance to provide for interior painting of the hall and the theatre.

**John Bishop/Graeme Page**

There was debate about the charging of rent for the Twizel Medical Centre which had not been paying rent for some years.

Resolved:

1. That the requested correction to the rates and schedules in the Draft Annual Plan be approved.
2. That the following adjustments be made to the draft 2011/12 budgets and Annual Plan to incorporate the new policy on rentals for medical centres:
  - Fairlie Medical Centre Rentals – increase of \$1,330 (from \$3,500 to \$4,830)
  - Fairlie Medical Centre Recoveries – increase of \$1,920
  - Fairlie Medical Centre Rates and Insurance – increase of \$1,920
  - Twizel Medical Centre Rentals – increase of \$6,000 (from nil)
  - Twizel Medical Centre Recoveries – increase of \$2,776

**Graham Smith/Peter Maxwell**

Crs Bishop and Page asked that their dissenting votes against the motion be recorded.

### **III     CONSIDERATION OF SUBMISSIONS TO THE DRAFT ANNUAL PLAN FOR 2011/2012:**

#### **1. SOLID WASTE:**

Councillors noted the general support for Council's direction with some concern from holiday home owners and others who wondered whether Council was moving away from its waste minimisation or zero waste goals.

Resolved that, having considered the submissions on solid waste, the Council agrees to continue with its move towards a wheelie bin regime, with privately-run resource recovery parks and with the activity largely funded by targeted rates.

**Annette Money/Evan Williams**

Councillors endorsed the need for an on-going publicity campaign and an early indication to ratepayers as to the level of targeted rating they would be facing.

#### **2. WATER QUALITY AND THE INTERIM CHLORINE DISINFECTION FOR TWIZEL:**

Council considered the submissions relating to these issues.

Resolved that having considered the varying submissions on this matter, Council endorses the proposal to provide interim chlorine disinfection for Twizel while continuing to pursue longer term improvements to the quality of the Twizel water supply and, subject to affordability, improvements to the grading of the other supplies.

**Evan Williams /Graham Smith**

### **IV     ADJOURNMENT:**

The meeting was adjourned at 10.40 am for morning tea and reconvened at 11.00 am.

### **III CONSIDERATION OF SUBMISSIONS TO THE DRAFT ANNUAL PLAN FOR 2011/2012 (Continued)**

#### **3. TWIZEL WATER SUPPLY OPTIONS:**

Council considered the feedback on options for the source of Twizel water where the choices lay between upgrading the existing pumped supply or creating a new primarily gravity fed regime sourced to the west.

Councillors noted that a new gravity system was favoured over upgrading the existing source, although some found it difficult to comment in the absence of costed alternatives.

While the feedback was valuable, Councillors noted that further was needed before a substantive decision could be made.

#### **4. TWIZEL ISSUES – RESEALING OF OLDER CARPARKS:**

Councillors considered feedback on the issue of whether or not some of the older car parks dating back to project days should be repaired and resealed or revert to grass.

Resolved that the feedback on the Twizel car parks be referred to the Twizel Community Board for a decision.

**Annette Money/Graham Smith**

#### **5. FACILITIES AT LAKE TEKAPO:**

Councillors considered feedback on proposed landscaping projects, the range of facilities required to be developed in Tekapo and how best Council could support community groups involved in enhancement proposals.

The number of submission supporting the construction of a footbridge at the lake outlet was noted.

Cr Maxwell expressed some concern that an earlier offer to provide design assistance for the footbridge had not been taken up and raised questions about responsibility for on-going bridge maintenance.

Resolved that the submission on facilities in Tekapo be referred back to the Tekapo Community Board for prioritisation and recommendation back to the Council.

**Graeme Page/Graham Smith**

#### **6. USE OF FUNDS FROM LAKE ALXANDRINA RESERVES:**

Councillors considered feedback on Councils draft policy on the distribution of funds from Lake Alexandrina Reserve Rentals. It was noted that the needs of the Reserve itself always could have priority and this could include some support for the local Conservation Group.

Resolved that having considered feedback on the proposed policy for the utilisation of Lake Alexandrina Lease rentals, Council endorses the policy while noting the priority for meeting local needs including, where appropriate, support for the work of the local Conservation Group.

**Peter Maxwell/Graham Smith**

## 7. FAIRLIE STREETSCAPE:

Councillors considered feedback on the Community Board's proposals to replace gravel verges with grass and planting.

Resolved that the varying feedback on the Fairlie Community Board's proposal to enhance the Fairlie Streetscape be referred back to the Board for its decision as to whether it wishes to proceed.

**Graham Smith/Graeme Page**

## 8. FAIRLIE FLOOD RISK:

Councillors considered the feedback on the proposal to abandon major remedial work on the North West Catchments and accept a greater level of flood risk. The Regional Council was undertaking work to keep stream beds clear.

Resolved that having considered concerns about the level of flood risk Fairlie is exposed to, Council hold a public meeting to explain to residents the extent of the risk, the choices available to the community and the costs of mitigation measures.

**John Bishop/Graham Smith**

## 10 MACKENZIE SUSTAINABLE FUTURES TRUST:

Councillors noted that the submissions on this matter were generally supportive of the position taken by Council.

## 11. OTHER ISSUES:

Councillors noted that limited feedback had been received on voting and funding issues and depreciation but no immediate decisions were required on these matters.

## **IV ADJOURNMENT:**

The meeting was adjourned at 10.40 am for morning tea and reconvened at 11.00 am.

## **III CONSIDERATION OF SUBMISSIONS TO THE DRAFT ANNUAL PLAN FOR 2011/2012 (Continued)**

### 12. MACKENZIE TOURISM AND DEVELOPMENT TRUST – REQUEST FOR ADDITIONAL FUNDING:

The Chief Executive Officer suggested the debate might be structured along the following lines:

- What is the Council's support for the work of the Trust and providing financial assistance at this time?
- What would be an appropriate level of capital injection to support the Trust?
- Does Council support increases in the levels of either targeted or general rate funding or both?
- What conditions be attached to any additional funding provided?

Wide ranging debate then followed.

It was noted that the Trust had requested a total additional funding of \$186,000 over the next twelve months - \$120,000 capital injection and \$66,000 from requested increases in targeted rates.

Concern was expressed that more fundamental changes to the rating regime were needed than these proposed and that was probably best done in conjunction with the Long Term Plan.

Resolved that, having considered the range of feedback on the Tourism Trust, the Council:

- Reaffirms the importance of tourism to the local economy and the role of the Trust in marketing the District.
- Declines this year to increase some of the targeted rates as advocated by the Tourism Trust.
- Agrees to reassess both targeted and general rate funding next year as part of the Council's Long Term Plan.
- Agrees to fund a further \$100,000 to the Trust by way of a suspensory loan in addition to the \$50,000 already advanced, such loan to be subject to a number of conditions, to be finalised at a Council meeting on 28 June 2011, including the production of a revised business plan acceptable to Council.
- Appoints two new Trustees to the Board, following the expiry of Mr Murray's term and the resignation of the Mayor.

**Claire Barlow/Graham Smith**

**V ALPINE ENERGY LTD – PROPOSED AMENDMENTS TO DRAFT STATEMENT OF INTENT 2011-2014**

The Council considered a report from the Manager Finance and Administration commenting on proposals from Timaru District Holdings to amend the draft Statement of Intent.

Resolved:

1. That the report be received.
2. That the Council declines to support proposed amendments to Clause B "Nature and Scope of Activities to be undertaken" requiring shareholder approval of investment in non-energy related activities.
3. That the Council supports the proposed amendments to Clause H "Information to be provided to shareholders" to require the draft Statement of Corporate Intent to be distributed to shareholders two months earlier than at present.

**Graham Smith/Graeme Page**

**THERE BEING NO FURTHER BUSINESS THE  
MAYOR DECLARED THE MEETING CLOSED AT 3:45PM**

**MAYOR:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



Nicola Hayman

14 June 2011

With a comparatively large geographical area and a very small ratepayer population, in my view, the Council needs to keep its focus on the core obligations set out in the Local Government Act.

The economic development of the district is also an important aspect of the Council's role, however it should be carried out in a manner that is financially viable and equitably funded.

Water supplies:

All community water supplies should be brought up to the relevant Ministry of Health standards. I consider that this should be a Council priority and would like to see action in terms of actual improvement rather than just paper management plans.

Solid waste:

Another basic requirement for a "civilized" society. "User pays" is an appropriate basis for any rating increases in this area of Council activity.



## The Mackenzie Tourism Development Trust:

commenting on this issue is difficult because of the personal knowledge of various individuals involved with the Trust. No criticism of these individuals is intended and my views are from a generic viewpoint.

I have previously expressed my concern to Council that there is little evidence that the Trust promotes any economic development other than the Tourism Industry.

If it is to be the Tourism Industry that benefits from the activities of this Trust, then it should be the Tourism Industry that is levied, not the general charge.

If the tourism businesses are satisfied with the performance of the Trust, then presumably they will be prepared to pay an equitable share of its costs.

If there is concern about the performance of Trust and its compliance with reporting requirements and ability to operate within budget, then I would support a move to bring the functions "in house" so that the Council can more actively monitor and be accountable for, its performance.

# colin j. mac laren architect

**B. Arch A. N. Z. I. A.**

13 June 2011

The Mayor & Councilors  
MacKenzie District Council  
P.O. Box 56  
FAIRLIE 7949

Dear Sirs,

Re: Submission to Draft Annual Budget

I am a registered Architect and Artist and have lived permanently in Lake Tekapo for 5 years. Prior to this I had a holiday home at Lake Alexandrina for 36 years.

My submission shall be concentrated on Lake Tekapo township issues.

## **I-Site**

I have been fortunate to have travelled extensively through Europe and have greatly appreciated coming to a new town or village and knowing that the local I-site would provide me all the information I need on accommodation, things to do, places of interest etc.

Tourism has overtaken employment in agriculture in the MacKenzie. The majority of people who live in Lake Tekapo, apart from the retired, rely directly or indirectly on Tourism.

Lake Tekapo is a Tourist & Holiday resort as well as a stopping point for travellers on their way to Wanaka & Queenstown.

We must have a professional and independent information centre which is net-worked throughout NZ and world wide.

If the I 'site is running at a loss we need to find ways to get it into the black.

1. Look carefully at I-site expenditure.
2. Make the targeted rate more equitable over tourist commercial suppliers.
3. Look for other functions the I-site could perform and charge. For example a coin operated information corner with a video etc; charges on certain brochures; perhaps be responsible for new toilets, showers or laundry; and district council facilities for the locals.



## The Bridge & Lake Tekapo generally

Lake Tekapo's greatest asset is the environment of lake and mountains. But to encourage visitors to stay longer and not just pass through we need some more basic facilities aimed at increasing the wealth of the village and solving the village inadequacies such as:

1. Well designed and maintained toilet facilities in the correct location. New toilets could be financed by the Council developing and selling some of the commercial land that is available at Lake Tekapo with, of course, covenants on titles and approved proposals. The new facilities at Te Anau would provide a good example. They have paid for themselves within the year.
2. A well designed and interesting commercial area with a greater selection of shops and retailers and appropriate bus and vehicle parking bringing more wealth and people into the village.
3. Good **safe pedestrian** and **cycling** access to village facilities and assets such as the Footbridge and completed walkways/cycleways etc.
4. Great places to stay – especially improvement of freedom camper facilities.
5. Removal of the Shell petrol station and relocating the grocery shop and replacing it with a pedestrian/vehicle access and linear mall development towards the domain. Napier's mall is a good example.

As Chairperson for the Footbridge committee I would like to urge the council to consider seriously our application for funding from the Reserve Contribution to assist us in our initial endeavour of completing the footbridge construction documents. Together with the funds we have raised ourselves and the Mid & South Canterbury donation, we will be able to complete this initial stage **this year**.

I do not see how spending \$3,000,000 plus on a new Community Centre is going to improve the wealth or inadequacies of the village when we could provide most of what the local community needs with a \$600,000 addition to the existing hall.

Yours sincerely



Colin MacLaren  
Chairperson Lake Tekapo Footbridge Society Inc.

**Mackenzie PA**

From: farm.house@xtra.co.nz  
 Sent: Friday, 3 June 2011 10:14 a.m.  
 To: Mackenzie PA  
 Subject: Annual Plan Submissions 2011

**MoST, Management of Site Tool**

Full name of submitter: Frank Hocken

Email: [farm.house@xtra.co.nz](mailto:farm.house@xtra.co.nz)

Postal Address: PO Box 100  
Twizel 7944

Date:

I wish to be heard in support of my submission: yes

**Solid Waste - Support wheelie bins and more targeted rating?**

Your comments: Fully support more targeted rates. Current rating system penalises higher valued properties. They end up subsidising other ratepayers purely because their house is worth more even though they use the same number (or less) Council services.

There should be a more user pays approach taken on rating and having more targeted rates would be a step in the right direction.

**The Quality of our Drinking Water - What standards? Interim Chlorine disinfection for Twizel?**

Your comments: No comment.

**Tourism Trust Seeks Extra Funding - More targeted rating? Future of i-site?**

Your comments: No extra funding should be given to the Tourism Trust. We are all in tough times at present and it is so easy for the Council to pass on the effects of an inefficient business to the poor old ratepayer. NO WAY!

The Tourism Trust needs to live within its budget and address its own inefficiencies before the easy option is taken by Council.

The Lake Pukaki Info Centre should be shut down as it does not serve Twizel well. Currently any north bound traffic that does call into the Lake Pukaki Info Centre is lost to Twizel as that traffic continues to head north. Therefore there is only a 50% benefit in displaying/promoting Twizel businesses.

The Twizel Info Centre is wasted where it currently sits. It needs to be out on SH8. How can anybody find it? It is hard enough finding the town centre!

**Twizel Water Supply - New gravity supply or continue to pump?**

Your comments: Fully support the location and construction of a new gravity water supply for Twizel. The long term cost savings and likely better quality of supply far outweigh the initial up front capital costs.

Council need to get this project underway ASAP.

**What's happening in Twizel - Reseal carparks or turn into grass?**

Your comments: Carparks should be resealed as we have carpark shortages over the busy summer months. People will otherwise park on the grass and cut this area up.

Great to see that Twizel has finally re-emerged after its long hibernation. For over 28 years Twizel had been hidden from view behind a blanket of trees but not any more. The Community Board need congratulating for holding firm in their conviction and not backing down to last minute protestors whose only motivation was to complain about a change. It is so refreshing to now drive along SH 8 and see that a town, with services, does exist. Well done to all involved!

### **Facilities in Tekapo and what is needed - Domain enhancement? What are the priorities?**

Your comments: No comment

### **What should be done about Fairlie's Streets? - Improve the streetscape and replace gravel verges?**

Your comments: No comments

### **Use of Funds from Lake Alexandrina Reserves - Allocate same from community projects?**

Your comments: No comments

### **Fairlie and it's flood risk - Can we live with the greater flood risk?**

Your comments: No comments

### **The Mackenzie Sustainable Future Trust - Worthy of Council Support?**

Your comments: Only people who live within the Mackenzie Basin should be allowed to be part of the Mackenzie Sustainable Future Trust.

Having outsiders especially green leaning urbanites makes an absolute mockery of the process.

We live in this community and we are the ones trying to make a living from this area, not some supposed know it all from Auckland or Christchurch!

Other issues: Rating. Twizel needs differential rating. We have a variety of house values, from \$150,000 to over \$2,000,000 and one size does not fit all. You cannot fairly apportion rates on capital values. At the end of the day the guy living in the \$2m house uses the same services as the guy in the \$150k house but his rates are three or four times higher. This is grossly unfair and a better system needs to be put in place. As an alternative I would prefer a rating system based on land values as the range in section values is much less extreme; from \$75,000 to \$350,000.

Some people use restricted water, others unrestricted, some people use proper sewer, others are on a STEP system yet they all end up paying the same general rate. Greater use of targeted rates should occur.

Yes it is more work initially but much fairer to ALL ratepayers within the district and at the end of the day it is the ratepayers whom ARE the Council. A fairer rating base will enable Twizel to grow.

Email generated from 118.93.82.120, located in New Zealand

## Mackenzie PA

From: granthocken@xtra.co.nz  
 Sent: Friday, 3 June 2011 11:11 a.m.  
 To: Mackenzie PA  
 Subject: Annual Plan Submissions 2011

### MoST, Management of Site Tool

Full name of submitter Grant Hocken

Email [granthocken@xtra.co.nz](mailto:granthocken@xtra.co.nz)

Postal Address PO Box 70  
Twizel 7944

Date

I wish to be heard in support of my submission yes

### Solid Waste - Support wheelie bins and more targeted rating?

Your comments: I support the introduction of wheelie bins and increased targeted rates. There should be a more user pays approach taken so that people with higher valued properties are not disproportionately penalised.

### The Quality of our Drinking Water - What standards? Interim Chlorine disinfection for Twizel?

Your comments: Council should quickly rectify the current poor quality of Twizels drinking water supply.

Furthermore MDC should ignore water take limits handed down by ECan. It should not be there business to dictate how much water can be extracted from available supplies and when that water can be taken. MDC need to tell ECan to back off and leave us alone.

The Twizel environ contains a plentiful supply of water and to be told by some pointy headed boffins sitting in Chch that we are only allowed to extract a small proportion of it, is holding Twizel back. All lifestyle and rural properties connected to the Twizel reticulated supply should be allowed unrestricted access to the available water and not be told by MDC (via ECan's water take consent) that only a restricted supply exists. To counter any potential volume usage problem all connected properties should have water meters installed and water should be billed accordingly.

### Tourism Trust Seeks Extra Funding - More targeted rating? Future of i-site?

Your comments: No no no! The Tourism Trust needs to be more efficient in its spending OR Council needs to capitalise the Trust better (ie: provide increased funding from its own coffers) so that it can serve its purpose more appropriately. I am referring to the \$80k Cycle Ways spend which ensured the Trust lost \$60k for the 2009/2010 financial year. This was a one off and should have been funded by a Council capital contribution.

Leave the poor long suffering ratepayers alone. They currently contribute \$215,000 in targeted tourism rates which should be plenty!

### Twizel Water Supply - New gravity supply or continue to pump?

Your comments: I fully support the introduction of a new gravity supplied water source for Twizel. This will save the Council hundreds of thousands of dollars in annual operating costs (electricity for pumping) and fully pay itself off in the medium to long term.

### What's happening in Twizel - Reseal carparks or turn into grass?

Your comments: Reseal all existing car parks, the town needs them.

Now we have brilliant uninterrupted views of Twizel as you drive along SH 8. Congratulations to the Twizel Community Board for the resolve shown in continuing with the plan and cutting ALL of the pines blocking the town off from the rest of the world. We will see the results of this action this spring when the road gets busy and many of these travellers see Twizel for the first time.

### **Facilities in Tekapo and what is needed - Domain enhancement? What are the priorities?**

Your comments: No comments

### **What should be done about Fairlie's Streets? - Improve the streetscape and replace gravel verges?**

Your comments: No comments

### **Use of Funds from Lake Alexandrina Reserves - Allocate same from community projects?**

Your comments: No comments

### **Fairlie and it's flood risk - Can we live with the greater flood risk?**

Your comments: No comments

### **The Mackenzie Sustainable Future Trust - Worthy of Council Support?**

Your comments: Only local people from the Basin should be involved. All outsiders should not have voting rights.

Other issues: Rates. Inequities continue within the rating base. Why is it that large dairy or sheep farms have in fact received a reduction in their rating bill compared with the holiday home owner whose rates have increased nearly \$40 or 4%? This is not fair.

All rates should be calculated on land values (general rate) and services used (targeted rate) ONLY. Capital values are a flawed basis for apportioning rates in an equitable manner across different ratepayers.

Email generated from 118.93.82.120, located in New Zealand



# SUBMISSION FORM - DRAFT ANNUAL PLAN

We welcome your submission.

You can post, fax, email or hand deliver it, by 5pm Friday 3 June 2011.

## Please use this form for your submission

☒ <sup>we</sup> I wish to be heard in support of my submission ☐ I do not wish to be heard in support of my submission

Full name of submitter: WALTER + ZITA SPECK

Postal address: P.O. Box 2 Lake Tekapo

Phone: 02/6806 774 Email: speck@xtr2.co.nz

Signature: Z. Speck Date: 3/06/2011

<sup>+ for: Walter Speck</sup>  
If you wish to be heard, you will need to keep your presentation to 10 minutes maximum. Councillors will have read your written submission prior to the meeting.

Please return to the Mackenzie District Council  
53 Main Street or P O Box 52, Fairlie 7949, or  
submissions@mackenzie.govt.nz Fax: (03) 685-8533  
Enquiries: (03) 685-9010 or 0800 685-8514

### Solid Waste – Support wheelie bins and more targeted rating?

please see attached notes

### The Quality of our Drinking Water – What standards? Interim chlorine disinfection for Twizel?

The less chemicals the better!

We've got access to one of the cleanest lakes on earth,  
please take any possible step to use it.

### Tourism Trust Seeks Extra Funding – More targeted rating? Future of i-site?

ABOLISH CAPITAL VALUE BASED FUNDING!

BACK TO THE DRAWING BOARD + RESTRUCTURE THE  
WHLG BUSINESS-DEVELOPMENT BOARD

DON'T BUILD UP ON AN UNFAIR SYSTEM! PLEASE SEE  
ATTACHED NOTES

### Twizel Water Supply – New gravity supply or continue to pump?

What's Happening in Twizel – Reseal the carparks or turn into grass?

Facilities in Tekapo and What is Needed – Domain enhancement? What are the priorities?

⇒ LAKE TEKAPO FOOT BRIDGE

⇒ SUPPORT THE OTHER PROJECTS e.g. PLAYGROUND, SOLAR

What Should be Done About Fairlie's Streets? – Improve the streetscape & replace gravel verges?

Use of Funds from Lake Alexandrina Reserves – Allocate some to community projects?

~~FORGET~~  
YES - WALKWAYS AROUND Lake Alexandrina  
Peninsula etc.  
Connect with TH. Lake area  
Recreational Parks

Fairlie and its Flood Risk – Can we live with the greater flood risk?

The Mackenzie Sustainable Future Trust – Worthy of Council support?

WHAT IS THIS, NEVER HEARD OF??

Other Issues

## DRAFT ANNUAL PLAN 2011 - 2012 SUBMISSION

### Solid Waste

Wheelie Bins: known concept, accepted anywhere else in NZ. Good idea.

Household collection – higher charges than bringing bins to RRP by residents. Especially in places with a high number of holiday homes it would be an advantage, if wheelie bins do not stand on the roadside for weeks on end. Through lower charges encourage people to drop them off at RRP themselves.

Opening hours to allow for drop off of wheelie bins, green waste etc minimum of twice a week.

Composting green waste is the way to go for MD as there is sufficient land available to windrow (clean) green waste (no rubbish, building materials etc. mixed in). This compost can be recovered, reused at a later stage.

*Vertical composting machine was a brainchild of somebody more interested in getting an award than making economical and ecological sense – get the person/s who advocated that purchase to buy it back....!*

Recycled material: glass, hard plastic, soft plastic, paper, cardboard, batteries etc. will that still be separated to avoid higher costs further down the line???

*Zero waste is a myth for a wider community, may be able to be achieved on a family basis but unrealistic, when dealing with a whole lot of different businesses, people, tourists. Waste is not the problem – what we do with it is – eg if it can be burned and the energy/heat can be recovered, waste can still be part of a resource.*

MDC should investigate with Timaru, Waitaki the possibility of having an incinerator in the area to burn the waste. (Most landfills have got a limited life span, will create environmental problems at some stages with seepage, contamination and devaluation of land etc.

Internationally there are very good (also very expensive) incinerator facilities in use. Which give off very little emission, produce heat/energy for community projects (pools, hospitals etc.) Eg the combined councils may have to get into a joint venture in the future eg with the Holcim in the Waitaki in the future.

### **Overall:**

**Green waste should be very cheap or free, as this is a resource in years to come.**

**All recyclable materials should be free or very cheap to get rid off as this is a renewable resource.**

**Solid waste (currently) into landfills should be charged to recover most costs: Part of it as a flat rate per household via General rates, and most of it as User/pay.**

## DRAFT ANNUAL PLAN 2011 - 2012 SUBMISSION

### Solid Waste

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Solid waste (currently) into landfills should be charged to recover most costs: Part of it as a flat rate per household via General rates, and most of it as User/pay.

### Mackenzie Tourism and Development Trust

It's a good idea to have Business Development Board on the District level.  
 And besides Farming, Mackenzie is the ideal base to grow successful Tourism businesses.  
 We feel strongly that the District should create, organize, support platforms for all business to grow and be successful.

The Mackenzie Tourism and Development Trust got established, which is well meant and there is no doubt they have achieved some of their targets. (Congratulations for the Alp to Ocean biking track etc.)  
 But the Trust seems to concentrate more and more on just the marketing and selling of the Tourism businesses.

This we would have not a problem, if we would have free will to be part of that group or not.  
 But being target rated, based on Capital value as an accommodation provider living on highly GV rated land, we feel totally used. We are a small player, but we feel, in the last 25 years we have contributed a lot towards the growth of tourism in Lake Tekapo and your proposed raised levies for accommodation and activity feels like a hit in the face.

Charging a Tourism rate based on Capital value, raises eyebrows in every overseas person, we speak too. It does not encourage accommodation businesses to raise their standards of their properties, as all what it does would lift their costs. A big part of the General rates, ECAN rates are based on Capital value, so to use the Capital value as key to calculate a tourism rate, is a very ill designed system.

The Council should ask itself, what do we want, a lot of tourist, who just use our facilities and leave again, not spending one Dollar in the district? Or do we want tourist to come, enjoy and stay longer in the area and spend a lot Dollars in the area? ...we guess the answer is obvious.

So if our accommodations become too expensive, we will not be attractive for tourist, (incl. New ZEALANDERS) to stay longer or at all in the district!!!

The financing of the MTDT in the past has been very one sided on the Accommodation providers.  
 Would be time to change that into a more even key (Again user/pay system to apply – main beneficiaries of the MTDT to pay higher contribution).

Tourism has been taking a hit in the last year (everybody can understand that the combination of financial crisis, high or unstable exchange rates, floods in Queensland, earthquake, tsunami etc) have and will have a downside to tourism. Higher costs for example to owners of homes and accommodation providers through big increases in insurance costs etc. will either make our area too expensive or will cripple some businesses in the future.

Any increase in rates will have a negative impact.

We would be happy to sit together with Council Reps to work out some fairer more financial visible

Solutions: for example

- Rename it Business Development Board
- Restructure the rating:
  - a) Flat rate per Household (Everybody in the District does profit if we have good successful businesses, tourism or non tourism).
  - b) All businesses to pay a basic fee.
  - c) Support the div. independent Business bodies.. e.g. Mackenzie Tourism & Dev. Trust With Conditions applied eg.. basic website listing for every business etc..
  - d) For I-Site : Establish a Business Model that the Districts owns, but leases/franchises out To a private business to run...  
 If the Council would be prepared to go back to the drawing board, we would be prepared to spend a lot of time (free of charge) to help to work out a good functional system.

### Facilities in Lake Tekapo and What is Needed?

Lake Tekapo is like a patient with a stuffed hip. That patient is given every year a free doctor's visit, 2 hours physiotherapy and a box of "Panadol" – what the patient needs is a hip replacement. The sooner the patient gets it the sooner he/she will work again, the better it is for everybody.

Lake Tekapo needs this operation immediately! This operation is the footbridge!

1. Overall Plan for domain, business centre, church. *(There were plans developed in the mid 1990 and another expensive consulting round in early 2000 and nothing has ever happened – go back to those plans and re-ignite them and find a solution).*
2. Building the footbridge should have first priority. With this we can turn the whole township around. Put emphasis on the lake and the views, get the people to walk from town to the Church via the footbridge. The footbridge should be the place to get the best pictures from the Church and the lake and everybody will go there.
3. This will boost the usage, financing of the other proposals on the domain: playground, sundial etc.

Therefore this project should get top priority!

Ways to achieve this goal:

Close of access to the church for buses. Buses will need to park in town. Tourists walk from town over domain to footbridge and the Church. It will provide the people with an experience. Tourists will spend more time in Lake Tekapo (and spend more money here). Make Lake Tekapo to a stop for an experience and not just a stop for a glimpse of the Church and a visit to the public toilets.

Council / Community Board should initiate the process. Work together with businesses, community to find a solution:

### Use of funds from Lake Alexandrina Reserves

I have made this submission as a leasee and as co-founder of the Lake Alexandrina conservation Trust.

I strongly object to the spending of monies collected from leases at Lake Alexandrina used in any other areas for the following reasons:

1. The hut-holders have been the guardians and managers of Lake Alexandrina since it gazetted by the then Minister of Crown Lands as a fishing reserve in 1948. This was done through the South Canterbury Acclimatization Society as all hut owners were required to also be the holders of fishing licenses. It is my opinion that the MacKenzie District Council should not be managing the reserve as they have done nothing to improve it in the past.
2. The MacKenzie District Council should entrust all monies remaining after future improvements, to the Lake Alexandrina Conservation Trust to continue their work of conservation and enhancement of the area under their mandate to DOC. At present the Trust has one person giving up 50% of his spare time applying for funds (with varying success) to carry out this work of wilding pine, briar, broom and blackberry eradication, which the MDC would normally be expected to do. An example of this was the road into the Lake Alexandrina outlet which had two metre high briar growing along the roadside in such a way that it was impossible for two vehicles to pass without serious damage to their paintwork. Now we have clear tussock between the roadway and Lake MacGregor and ongoing work continuing at a cost of about \$12,000.00 per year. This does not include future costs of purchasing native tussock for re-planting.
3. I would ask that the leases be looked at, as I believe they are too high for what the leasees actually get – absolutely nothing ! When the hut-holders started negotiating leases with John McKenzie of the MDC, lines of communication were open, but, when he left communication lines were more difficult to access. At a meeting at the Red Cross hall in Timaru, the hut-holders were basically told by Paul Morris, MDC, to “pay up or remove huts from the reserve.” Other than a rent reduction, a rent holiday would be an acceptable alternative.
4. Improvements the MacKenzie District Council could do would be to erect public toilets, picnic tables, seats, and the like to the Lake MacGregor, Lake Alexandrina outlet and south end reserve areas. Also, they could

look at re-shingling along the front rows of both the outlet and south end settlements and maintaining all roads and tracks to hut settlements, keeping in mind that the underground power cables are reasonably shallow along roading at the outlet settlement.

Laurence Wallace

Hut-holder and Trustee Lake Alexandrina Conservation Trust



## Mackenzie PA

From: andrew.hocken@ihug.co.nz  
 Sent: Thursday, 2 June 2011 4:52 p.m.  
 To: Mackenzie PA  
 Subject: Annual Plan Submissions 2011

### MoST, Management of Site Tool

Full name of submitter Andrew Hocken

Email [andrew.hocken@ihug.co.nz](mailto:andrew.hocken@ihug.co.nz)

Postal Address PO Box 17202  
Greenlane 1546  
Auckland

Date 2 June 2011

I wish to be heard in support of my submission yes

### Solid Waste - Support wheelie bins and more targeted rating?

Your comments: Great idea and long overdue. They will cleanly contain rubbish, minimise the chance of dogs and other animals getting into rubbish bags, and look tidy and organized. I fully support this initiative.

Great to hear JOAN is now redundant, this folly will cost the community dearly though.

### The Quality of our Drinking Water - What standards? Interim Chlorine disinfection for Twizel?

Your comments: Council must quickly resolve the shocking state of the Twizel drinking water supply. I support an interim disinfection but this cannot be allowed to morph into a medium or long term solution. Twizels water supply is way below par and this needs to be addressed ASAP!

### Tourism Trust Seeks Extra Funding - More targeted rating? Future of i-site?

Your comments: No extra Tourism targeted rating should be entertained by Council except for trying to include farmstays and holiday home operators within the scope of the targeted rates. There should be no increased liability heaped upon those businesses that already shoulder their fair share.

Furthermore the Tourism Trust receives in excess of \$215,000 per annum to market the Mackenzie region. It has only incurred a loss in the 2009/2010 year due to one off Alps to Ocean Cycle Trails costs of \$80,000. There is no need for increasing the targeted rate.

Twizel Information Centre is hopelessly positioned where it currently sits. Council/Community Board need to wake up and realise it only serves 25% of its potential by being hidden away and it should NOT be combined with the Events Centre's operations. It is an Information Centre first and foremost. Its job is to promote the region, local attractions and local businesses. It needs to be visible from the main road, not hidden down a back alley!

Why not close the Pukaki Info Centre (who goes in there anyway) and merge that with the Twizel Info Centre out on Wairepo Road or anywhere where a passing tourist can see a big INFO sign as they cruise down SH 8.

### Twizel Water Supply - New gravity supply or continue to pump?

Your comments: I support a new gravity water supply being located to the west of Twizel. In the long term this will be the most efficient, cost effective solution to Twizel's water supply problem. It will cater for the expected growth of the town and reduce operating costs.

Progress on this issue needs to happen quickly so that the current unacceptable water supply can be rectified in the least possible time.

### What's happening in Twizel - Reseal carparks or turn into grass?

Your comments: Great to see the trees coming down along SH 8, about time! Now as cars drive past they can see that there is a reason to stop and Twizel will no doubt be a lot busier as a result.

All old, unused carparks should be ripped up and revert back to grass. Also the service area behind the shops in Market Place is shocking. There has been absolutely no repairs on any of these parking/service areas and they portray a bad image to visitors to the town.

*cause by carde busis.*

Further to that point is the free rein that Twizel radio currently has in being able to air its noise everywhere within Market Place. I would prefer to have no radio rather than the tumble weed ridden drivel I hear every time I venture into the centre of the Village. I can see why Tourists choose NOT to hang around! After having to listen to multiple yodelling renditions one afternoon I too thought it was time to leave this place before it was too late and I was subsequently transported back in time to somewhere in Alabama. Play some modern music please! Don't just play what YOU like to hear.

### Facilities in Tekapo and what is needed - Domain enhancement? What are the priorities?

Your comments: Planting along SH 8 should be trees which will not grow too large.

### What should be done about Fairlie's Streets? - Improve the streetscape and replace gravel verges?

Your comments: No opinion held.

### Use of Funds from Lake Alexandrina Reserves - Allocate same from community projects?

Your comments: No opinion held.

### Fairlie and it's flood risk - Can we live with the greater flood risk?

Your comments: No opinion held.

### The Mackenzie Sustainable Future Trust - Worthy of Council Support?

Your comments: Tentative support (as shown to date) should be given. Any final decisions should only come from local people however in saying this I see many of the appointed decision makers are NOT rural people or people with rural affiliations.

There is a risk that decisions will be made that are supposedly made by local representatives but in fact will not be representative of what the wider community want.

Other issues: Rating System to be amended so that less reliance is placed upon Capital Values. This system penalises ratepayers whom have higher valued properties. They would use no more services than somebody with a 40 year old house but must pay thousands of dollars more in rates. This is wrong. Council should work off land values only.

Depreciation should NOT be claimed on roads, community assets and recreational facilities. All this will do is give bean counters a reason to justify increasing rates so as to cover these new expenses. Of course these same bean counters will fail to acknowledge that these new expenses are non cash expenses ie: paper transfers, but will still seek a physical cash reimbursement.

Email generated from 118.93.74.64, located in New Zealand

# SUBMISSION FORM – Rating for Tourism

We welcome your submission.  
You can post, fax, email or hand deliver it, by 5pm Friday 3 June 2011.

## Please use this form for your submission

☒ I wish to be heard in support of my submission ☐ I do not wish to be heard in support of my submission

Full name of submitter: GENIS SELWYN CALLESEN on behalf of AORAKI

Postal address: 4. THE HERMITAGE, AORAKI MT COOK 7946

Phone: 034351809 / 0874 346692 Email: dc@hermitage.co.nz

Signature: [Signature] Date: 2/06/11

If you wish to be heard, you will need to keep your presentation to 10 minutes maximum. Councillors will have read your written submission prior to the meeting.

Trading As: THE HERMITAGE "GLACIER EXPLORERS" EDMUND HILARY ALPINE CENTRE "AORAKI VALLEY TOURS" ALPINE GUIDES TREKKING "MOUNT COOK BACKPACKERS" & "MT COOK AIRPORT"  
Please return to the Mackenzie District Council  
53 Main Street or P O Box 52, Fairlie 7949, or  
submissions@mackenzie.govt.nz Fax: (03) 685-8533  
Enquiries: (03) 685-9010 or 0800 685-8514

Do you support/or oppose the proposed changes the Tourism Trust is advocating for the rating system?

SUPPORT. As the largest operator in the region, we have paid an unfair portion of the targeted rate to date.

What are your reasons for your support/opposition?

The change corrects arbitrary charges made by the former council & sets the rate more equitably. The change is principally required to underwrite the i-site (it should be called the Aoraki-Mackenzie i-site) as it is at the main gateway to the region with 70% of visitors by road travelling North to South.

What value do you place on the activities of the Tourism and Development Trust?

Enormous due to their 'independence'. The real dilemma is the fact that many visitors use the i-site as info centres to find out about accommodation & activities (the 'stamp of approval') and then book direct or via their technology (laptop, i-pad, i-phone etc). The i-site has caused the sale to happen but doesn't receive any revenue. Other councils recognise this sterling work & assume their i-sites are fully funded.

**Should the Council increase its level of financial support for the Trust?**

Yes, including an increase in the UAGC.

Note: Businesses at the time pay a general rate but receive no benefit (50% used to be reduced). We don't use country roads or libraries etc & pay to manage the village ourselves.

**If so, should the funding come from the industry through targeted rates, from the general charge or a combination of both?**

A combination of both & be CPE limited.

**Should the Council recommend that the Trust close those information outlets that aren't currently breaking even or should they be supported by other funds the Trust has which are currently used for marketing?**

The Trust doesn't have sufficient funds to do the marketing it needs to do.

**Should the Trust remain at arm's length from Council or should it be absorbed within Council's committee structure?**

leave at arms length. Council can control the Trust anyway as it has the <sup>sole</sup> power to appoint all Trustees.

**Other Issues**

We represent a rateable asset of \$30+M, have turnover approaching \$20M, employ 200 staff in summer & spend \$800K pa on sales & marketing. The Trust is important to complement our sales & marketing efforts both nationally & regionally. The Tellops site as the gateway to our region is an important & unbiased 'shop window' for us.

(continue on new sheet if required and attach)

Note: I declare an interest as a trustee of the Trust.



**Mackenzie PA**

From: braemarstation@farmside.co.nz  
 Sent: Thursday, 2 June 2011 11:38 a.m.  
 To: Mackenzie PA  
 Subject: Rating for Tourism

**MoST, Management of Site Tool**

Full name of submitter: Julia Mackenzie  
 Email: braemarstation@farmside.co.nz  
 Postal address: Braemar Station, PO Box 62, Lake Tekapo, 7945  
 Date: 2/6/11  
 I wish to be heard in support of my submission: Yes

**Do you support/oppose the proposed changes the Tourism Trust is advocating for the rating system?**

Your comments: I support the proposed changes to the rating system.

**What are your reasons for your support/opposition?**

Your comments: I think the changes seek to address the inequity in the current system but I don't think they go far enough to ensure that those that benefit the most from the Trust's work pay the most.

**What value do you place on the activities of the Tourism and Development Trust?**

Your comments: The work the Trust has done over the last few years in marketing the whole of the Mackenzie district is huge and has really increased the profile of the region as a destination in its own right. This is showing through in the increased visitor numbers at a very difficult time worldwide.

**Should the Council increase its level of financial support for the Trust?**

Your comments: Yes

**If so, should the funding come from the industry through targeted rates, from the general charge or a combination of both?**

Your comments: Although everyone in the community benefits to an extent from the increased visitors it would be better to fund the Trust through targeted rates. The council needs to find a way to ensure that all those that benefit from the trust's work pay their share ie hunting and fishing guides that work from home. I would also question whether the proposed changes go far enough to ensure that activity providers pay their share and all accomodation providers need to be categorised correctly.

**Should the Council recommend that the Trust close those information outlets that aren't currently breaking even or should they be supported by other funds the Trust has which are currently used for marketing?**

Your comments: The main purpose of a visitor centre is to provide information on the region so to expect them to make a profit especially in their first few years is quite harsh. The Tekapo isite is great, I have been in and heard the information the staff give to visitors on issue such as freedom camping and it is top notch! This is a service to our region that they can't be paid for but is still vital to all of us.  
 I would question whether the Pukaki visitor centre should be taken over by a commercial operator as the information

## **Use of Funds from Lake Alexandrina Reserves - Allocate same from community projects?**

Your comments:

These funds could be suitably used in the construction of a playground in Lake Tekapo.

## **Fairlie and it's flood risk - Can we live with the greater flood risk?**

Your comments:

## **The Mackenzie Sustainable Future Trust - Worthy of Council Support?**

Your comments:

Other issues:

The Lake Tekapo community Playground Committee would like to present at a council planning meeting progress to date and the expected plan into the future. And our budget of expected costs.

Email generated from 118.82.148.52, located in New Zealand

## Treatment of Twizel Water Supply

Submission from John Longbottom

### Summary

1. Treating Twizel water may undermine the Council's obligation to take all reasonable precautions to prevent pollution in the first place – this includes checking that cattle are kept out of waterways and that there is no human habitation which is not treating sewerage.
2. If treatment is to be used, then Chlorine is a poor choice because:
  - i) it is only effective against preventable pollutants such as e-coli
  - ii) it is ineffective against natural pollutants such as giardia and cryptosporidium
  - iii) it has the potential to produce carcinogenic by-products in water
  - iv) it give drinking water a horrible taste.

The downsides of Chlorine treatment might be acceptable if we were drawing on heavily polluted river water, but we are not.

3. If some people feel the need for treated water then they could install a filter quite cheaply.  
 If some people need larger supplies of treated water then it would be easy enough to treat tanks of water on site.  
 Treating all water is inefficient because only a tiny proportion is consumed – the rest goes in the toilet, shower and on the garden.
4. If treatment of the water source for the new gravity system is thought essential then Ozone or UV are much more effective because:
  - i. they do kill giardia and cryptosporidium
  - ii. they don't have carcinogenic by-products
  - iii. they don't affect the taste of the water.

However, to return to point 1 above, treatment is not an alternative to taking all reasonable steps to prevent pollution.

5. 'No treatment' is still a viable option. With a regular testing regime and a supply system that has a good buffer, the unlikely event of accidental pollution [such as in a large flood] could be dealt with by activating a temporary 'boil all drinking water' warning system.

14 June, 2011



## Supplement to John Longbottom's Summary of Submission

14 June, 2011

This additional material arises from two comments from Council Members.

### 1. 'Most towns have some form of water treatment'

This is true but that does not make it right for Twizel. In the face of a potentially clean supply, 'treatment' is an unnecessary move typical of the demands of a large bureaucratic organisation like the Ministry of Health. I hope the council will not let itself be bullied into such an inappropriate and simplistic action just so some Ministry official can tick a box on a report!

Henry Menken showed great wisdom several decades ago when he said: 'To every complex problem there is always a simple solution - and its always wrong.'

### 2. 'Keeping stock out of the waterways would be difficult.'

Is this just an opinion? Has anyone looked seriously at this as a solution? How difficult would it really be?

From my own travelling in the area on a mountain bike it seems that much of the area is well fenced already.

Rather than installing a treatment plant it would be cheaper to offer farmers a subsidy or interest free partial funding to get the waterways protected [which keeps the quality of the rivers for swimming etc as well as protecting the water supply].

Make 'local government' have real meaning; please don't let Ministry officials push you around!

Kia kaha

John Longbottom



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## Mackenzie PA

From: pete.marg@earthandsky.co.nz  
 Sent: Thursday, 2 June 2011 12:02 p.m.  
 To: Mackenzie PA  
 Subject: Rating for Tourism

### MoST, Management of Site Tool

Full name of submitter: Margaret Mary Munro

Email: [pete.marg@earthandsky.co.nz](mailto:pete.marg@earthandsky.co.nz)

Postal address: P O Box 160, Lake Tekapo

Date: 2 June 2011

I wish to be heard in support of my submission: Yes

**Do you support/oppose the proposed changes the Tourism Trust is advocating for the rating system?**

Your comments: N/A

**What are your reasons for your support/opposition?**

Your comments: N/A

**What value do you place on the activities of the Tourism and Development Trust?**

Your comments:

On behalf of the Lake Tekapo Promotions I wish to support the value of the work taking place to enhance tourism in Lake Tekapo. On its own, the promotions group do not have the resources, expertise or finances to reach the important contacts in New Zealand tourism which provide solid links to new markets looking to venture into New Zealand and ultimately to direct them into our region.

Putting aside the targeted rate issue, (which needs to be voiced by those it concerns), I would like you to consider the value of the i-Site positioned in Lake Tekapo from the perspective of the tourist. Think for a minute of another service that is provided at the cost to the rate-payer, that there is no return from, which does not provide a benefit direct to the rate-payer but is merely there for the purpose of visitors and tourists to the town - the public toilets. Now imagine if rate-payers demanded that the on-going cost of this service is of no worth to them directly and should be closed down? Without public toilets it would be seen by the travelling public as a major disappointment and they would be forced to drive on. Even though this is an essential service it is still one that we pay for and have no return from. I-Sites are now recognized as a point of contact that maintains a high-level tourism based service throughout New Zealand. Many tourists rely on them for assistance and direction. Without an i-Site in the region, it takes away a nationally recognised Brand mark.

The i-site does make a contribution back to those who support it and also those who don't by way of merely being the informant to happenings, services and accommodation suppliers of all kinds. This would be a value that would be ashamed to lose.

**Should the Council increase its level of financial support for the Trust?**

Your comments:

Yes.

The council are the representatives of the Mackenzie District and the Mackenzie District is diverse, it comprises not only a strong farming sector but a strong emerging Tourism sector, that if supported and developed will bring increased revenue and jobs to the region.

We have so many magnificent icon's in the Mackenzie that are being underutilized and not recognised by the Mackenzie District Council for the benefit currently they bring to the region and will continue to do so in the future by the way of Tourism.

**If so, should the funding come from the industry through targeted rates, from the**

service is well provided by both Twizel and Lake Tekapo.

**Should the Trust remain at arm's length from Council or should it be absorbed within Council's committee structure?**

Your comments: Definitely should stay at arm's length from the council so it can get on with its very important work without the risk of constant political interference.

Other issues: Personally it is hard for me to quantify the direct benefit to my business from the trust's work ie I don't get bookings from the site but I can still see how important their work is to the whole region. Due to the increased awareness of the region people decide to holiday here and then they look for somewhere to stay online and that is how I benefit. We all need to look at the Big picture when it comes to marketing and also to look long term.

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(263) (L)

## SUBMISSION FORM – Rating for Tourism

We welcome your submission.  
You can post, fax, email or hand deliver it, by 5pm Friday 3 June 2011.

### Please use this form for your submission

☐ I wish to be heard in support of my submission ☐ I do not wish to be heard in support of my submission

Full name of submitter: PATRICIA BAPTISTA

Postal address: 29 BROADWAY ST, 8013 CHCH

Phone: 0820635365

Email: PATRICIA.BAPTISTA

Signature: PATRICIA BAPTISTA

Date: 01.06.2011

If you wish to be heard, you will need to keep your presentation to 10 minutes maximum. Councillors will have read your written submission prior to the meeting.

Please return to the Mackenzie District Council  
53 Main Street or P O Box 52, Fairlie 7949, or  
submissions@mackenzie.govt.nz Fax: (03) 685-8533

Enquiries: (03) 685-9010 or 0800 685-8514

Do you support/or oppose the proposed changes the Tourism Trust is advocating for the rating system?

SUPPORT.

What are your reasons for your support/opposition?

I SUPPORT BECAUSE I BELIEVE IT IS FOR EVERYONE'S INTEREST TO HELP MAINTAIN A SERVICE WHICH BENEFITS THE WHOLE COMMUNITY. ALSO FOR THE TOURIST TO FEEL HE/SHE CAN HAVE THE INFORMATION NECESSARY TO MAKE A HIS/HER HOLIDAY OR GETAWAY A MEMORABLE & SUCCESSFUL ONE. THE MACKENZIE DISTRICT WILL BE WELL REPUTED IN THE TOURISM INDUSTRY.

What value do you place on the activities of the Tourism and Development Trust?

IT IS IMPORTANT, IF NOT VITAL, TO PROVIDE A SERVICE WHERE KIWIS (TAXPAYERS) AND INTERNATIONAL TOURISTS CAN BE HELPED IN THEIR TRAVELS. MANY PREFER TO BOOK THROUGH I-SITES RATHER THAN CALL/CONTACT AGENCY ACCOMMODATION OR ACTIVITY PLACES. IT IS ALSO VITAL TO HAVE THE MACKENZIE MARKETS MORE AND BETTER NATIONALLY & INTERNATIONALLY.

operators in the region as a whole.

**Should the Trust remain at arm's length from Council or should it be absorbed within Council's committee structure?**

Your comments:      The council should remain at arm's length. District Tourism organisations perform better as standalone organisations with a clear goal and focus.

Other issues:

Email generated from 202.124.113.202, located in New Zealand



**Mackenzie PA**

From: opawadowns@farmside.co.nz  
 Sent: Friday, 3 June 2011 7:41 p.m.  
 To: Mackenzie PA  
 Subject: Rating for Tourism

**MoST, Management of Site Tool**

Full name of submitter: Lesley O'Hara, Chair, MTDT

Email: [opawadowns@farmside.co.nz](mailto:opawadowns@farmside.co.nz)

Postal address: Riverview RD14 Cave 7984

Date: 03 June 2011

I wish to be heard in support of my submission Yes

### **Do you support/oppose the proposed changes the Tourism Trust is advocating for the rating system?**

Your comments: Yes.

### **What are your reasons for your support/opposition?**

Your comments: We fully support a targeted rating system that is fair and equitable to all contributors. The adjustment to the 4 categories reflects a more equitable system for the size of the businesses and the benefits they receive from the promotion of the district.

For the past 3 years the primary accommodation sector has born the brunt of the targeted rating system and it is now important that all parties benefitting from tourism pay their fair share.

### **What value do you place on the activities of the Tourism and Development Trust?**

Your comments: The Trust is represented by tourism and business professionals with many years of experience in business management, financial management, tourism management and marketing. They are well informed and skilled to lead tourism in the Mackenzie to a strong and sustainable future.

Council should view tourism as an essential service for the district - it is the number one employer and most of the recent major developments in the region are tourism related. Additionally, many of the traditional high country farms, who make the region so iconic, have embraced tourism and the two industries are working hand in hand to make the Mackenzie a very desirable place not just to visit, but also to live and work. This brings population growth to the area.

### **Should the Council increase its level of financial support for the Trust?**

Your comments: Yes. The Trust was established in November 2007 and there has not been an increase in funding in that time, nor any adjustments for CPI.

The Trust has been very successful since its inception in 2007. Guest nights have grown on average by 8% per annum, and the Trust has secured \$2.7m of central government funding to build a cycleway in the district. Council needs to capitalise on these opportunities by promoting growth in tourism.

### **If so, should the funding come from the industry through targeted rates, from the general charge or a combination of both?**

Your comments: As the tourism numbers in the Mackenzie grow, it is increasingly important that the rate contribution comes from

both targeted and general rates. The growth in community facilities and services throughout the district that provide residents with many benefits, is largely as a result of tourism, not population growth.

Tourism is the number one employer in the district and regions with low unemployment also enjoy less anti social issues.

Targeted rating, now in the Mackenzie for over 3 years, has proven itself as a fair system, and since the introduction there have been only a few submissions to the annual plans.

**Should the Council recommend that the Trust close those information outlets that aren't currently breaking even or should they be supported by other funds the Trust has which are currently used for marketing?**

Your comments:

No.

Information delivery is a key component of marketing, and the information centres are the last step in guest night delivery for the region for FIT (free, independent travellers) visitors. They are an absolutely vital link in our marketing effort and to view them as separate is incorrect. The established markets that deliver visitors to New Zealand have an ever increasing number of FIT travellers who arrive in the country without bookings or even a firm itinerary. The visitor centres and in particular the i-SITE, with its brand awareness, play a crucial role in encouraging these visitors to stop and stay in our region.

**Should the Trust remain at arm's length from Council or should it be absorbed within Council's committee structure?**

Your comments:

Status quo.

The Council, by its own admission, is no longer able to handle the financial transactions of the Trust's visitor centres.

Other issues:

We encourage Councillors to have the conviction to back the Trustees they have appointed to manage tourism in the district, and enjoy the benefits that are provided by this exciting and growing industry.

Thank you.

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## **MACKENZIE DISTRICT COUNCIL**

### **MINUTES OF A MEETING OF THE MACKENZIE DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 28 JUNE 2011 AT 9.35 AM**

#### **PRESENT:**

Claire Barlow (Mayor)  
Crs John Bishop  
Peter Maxwell (until 11:05am)  
Annette Money  
Graeme Page  
Graham Smith (from 9:40am)  
Evan Williams

#### **IN ATTENDANCE:**

Glen Innes (Chief Executive Officer)  
Paul Morris (Manager – Finance and Administration)  
Keri-Ann Little (Relief Committee Clerk)

#### **I      OPENING:**

The Mayor welcomed everyone to the meeting.

#### **II      APOLOGIES:**

Resolved that an apology for lateness be accepted from Cr Smith.

**Graeme Page/Peter Maxwell**

#### **III     DECLARATIONS OF INTEREST:**

Cr Maxwell advised that he would remove himself from the debate concerning the Tourism Trust as he felt that being involved in the debate would be inappropriate as a Trustee.

#### **IV      REPORTS REQUIRING COUNCIL DECISIONS:**

##### **1. ADOPTION OF ANNUAL PLAN FOR 2011/2012:**

The Manger Finance and Administration spoke to the tracked changes document which covered all the changes made to the draft Annual Plan for 2011/2012 following Council decisions made on 21 June 2011.

He also drew Council's attention to the difficulties he was experiencing in obtaining a satisfactory amount of insurance cover for Council's assets. At this stage it appeared that Council would not be able to obtain any cover for the underground assets, nor would it be able to have the full value of the above ground assets covered. He was continuing to work with Council's brokers, but substantive debate on the level of exposure Council could withstand was needed quite urgently.

Resolved that the Annual Plan for 2011/2012, incorporating the amendments made by Council after the hearing of submissions, be adopted.

**John Bishop/Annette Money**

**V ADJOURNMENT:**

The meeting was adjourned at 10.35 am for morning tea and reconvened at 10.55 am.

**IV REPORTS REQUIRING COUNCIL DECISIONS (Continued)**

**2. UNBUDGETED EXPENDITURE PRELIMINARY SUBDIVISION EXERCISE LAKE TEKAPO:**

This report from the Manager – Finance and Administration referred to unbudgeted expenditure of up to \$32,718 plus GST and disbursements to undertake a preliminary subdivision exercise on Council-owned land at Lake Tekapo.

The Manager – Finance and Administration explained that the expenditure was needed to advance the utilisation of some of Council's Village Centre land to the stage where it could be sold to facilitate orderly development.

A proposal had been sought by the Tekapo Property Group who had obtained a quotation for the work from Boffa Miskell.

Resolved:

1. That the report be received.
2. That the Council approves unbudgeted expenditure of up to \$32,718.16 plus GST and disbursements, to undertake a preliminary subdivision exercise on some of its Tekapo Village Centre land.

**Annette Money/Peter Maxwell**

**3. FRAUD POLICY:**

This report from the Manager - Finance and Administration was accompanied by a draft policy on Occupation Fraud and Abuse. The Manager – Finance and Administration said the lack of a formal policy had been commented upon by the Audit Office in its last two audits.

Resolved that the report be received.

**Annette Money/Evan Williams**

It was agreed that the policy should be amended to allow the Chief Executive Officer to fulfil the role of the Manager – Finance and Administration in the absence of that officer or where otherwise appropriate.

Resolved that the following policy on **Occupational Fraud and Abuse** be adopted:

**BACKGROUND**

The Council's Policy on Occupational Fraud and Occupational Abuse has been



established to facilitate the development of controls which will aid in the detection and prevention of fraud and occupational abuse against the Council. It is the intent of the Mackenzie District Council to promote consistent organisational behaviour by providing guidelines and assigning responsibility for the development of controls and conduct of investigations into allegations of Occupational Fraud and Abuse.

### **SCOPE OF POLICY**

This policy applies to any irregularity, or suspected irregularity, involving employees as well as elected members, consultants, vendors, contractors, outside agencies doing business with employees of such agencies, and/or any other parties with a business relationship with the Mackenzie District Council.

Any investigative activity required will be conducted without regard to the suspected wrongdoer's length of service, position/title, or relationship to the Mackenzie District Council.

### **POLICY**

Management is responsible for the detection and prevention of occupational fraud and abuse, misappropriations, and other irregularities.

Fraud is defined as the intentional, false representation or concealment of a material fact for the purpose of inducing another to act upon it to his or her injury.

Abuse is defined as the misuse or maltreatment of any responsibility or trust held by a particular person in respect of the Council (including its assets, employee, customers and business relationships).

Each member of the management team will be familiar with the types of improprieties that might occur within his or her area of responsibility, and be alert for any indication of irregularity. Any irregularity that is detected or suspected must be reported immediately to the Manager – Finance and Administration who will co-ordinate all investigations with the Council's legal advisers and other affected areas, both internal and external. Management will determine a system for undertaking regular reviews of transactions, activities, or locations that may be susceptible to fraud.

### **ACTIONS CONSTITUTING FRAUD**

The terms defalcation, misappropriation, and other fiscal wrongdoings refer to, but are not limited to:

- Any dishonest or fraudulent act
- Forgery or alteration of any document or account belonging to the Council
- Forgery or alteration of a cheque, bank statement, or any other financial document
- Misappropriation of funds, securities, supplies, or other assets
- Impropriety in the handling or reporting of money or financial transactions
- Profiteering as a result of insider knowledge of the Council's activities
- Disclosing confidential and proprietary information to outside parties
- Disclosing to other persons securities activities engaged in or contemplated by the Council.
- Accepting or seeking anything of material value from contractors, vendors or persons providing services/materials to the Council  
Exception: Gifts less than \$50 in value.
- Destruction, removal or inappropriate use of books, files, records, furniture, fixtures, equipment or any other assets of the Council.

- Any physical or mental abuse of any person including any discrimination on the basis of colour, ethnic race, age or sexual orientation.
- Any failure or breach of Council policy which places the Council at risk of, or causes loss, cost or action being taken by any party or a regulatory agency against the Council.
- Any similar or related irregularity

### **OTHER IRREGULARITIES**

Irregularities concerning an employee's moral, ethical, or behavioural conduct, should be resolved by departmental management.

If there is any question as to whether an action constitutes occupational fraud and abuse, contact the Manager – Finance and Administration for guidance.

### **INVESTIGATION RESPONSIBILITIES**

The Manager – Finance and Administration has the primary responsibility for the investigation of all suspected occupational fraud and abuse acts as defined in the policy.

If the investigation substantiates that occupational fraud and abuse activities have occurred, the Manager – Finance and Administration will issue reports to appropriate department management and the Chief Executive Officer, and, if appropriate, to the Audit and Risk Management Committee of the Council and the Council's auditors.

Decisions to prosecute or refer the examination results to the police and/or regulatory agencies for independent investigation will be made in conjunction with the Council's legal advisers, and senior management, as will final decisions on taking the matter to court.

### **CONFIDENTIALITY**

The Manager – Finance and Administration treats all information received confidentially.

Any employee who suspects dishonest, fraudulent or abusive activity should notify the Manager – Finance and Administration immediately, and should not attempt to personally conduct investigations or interviews/interrogations related to any suspected occupational fraud and abuse.

Investigation results will not be disclosed or discussed with anyone other than those who have a legitimate need to know. This is important in order to avoid damaging the reputations of persons suspected but subsequently found innocent of wrongful conduct and to protect the Council from potential personal grievance claims.

### **AUTHORISATION FOR INVESTIGATING SUSPECTED OCCUPATIONAL FRAUD AND ABUSE**

The Manager – Finance and Administration will have free and unrestricted access to all Council records and premises, whether owned or rented; and the authority to examine, copy, and/or remove all or any portion of the contents of files, desks, cabinets, and other storage facilities on the premises without prior knowledge or consent of any individual who may use or have custody of any such items or facilities when it is within the scope of their investigation.

### **REPORTING PROCEDURES**

Great care must be taken in the investigation of suspected improprieties or wrongdoings

so as to avoid mistaken accusations or alerting suspected individuals that an investigation is under way.

An employee who discovers or suspect occupational fraud and abuse should contact the Manager – Finance and Administration immediately. The employee or other complainant may remain anonymous. All enquiries concerning the activity under investigation from the suspected individual, his or her legal counsel or representative or any other enquirer should be directed to the Manager – Finance and Administration. No information concerning the status of an investigation will be given out.

Any reporting individual (who chooses to be identified) should be informed of the following:

- Do not contact the suspected individual in an effort to determine the facts or demand restitution.
- Do not discuss the case, facts, suspicions, or allegation with anyone unless specifically asked to do so by the Manager – Finance and Administration.

### **REPORTING OUTCOME**

Recovery of lost money or other property will be pursued wherever possible and practicable.

**Note:** In the absence of the Finance and Administration Manager, or where otherwise appropriate, the role of that officer will be assumed by the Chief Executive Officer.

**Annette Money/Evan Williams**

#### **4. APPOINTMENT OF ROBIN HUGHES DEVELOPMENT LTD:**

Council considered the nature of the information in the report on this matter and agreed that the content was not sufficiently commercially sensitive to warrant it being discussed with the Public Excluded.

Resolved that the item be considered in Open Meeting.

**Graham Smith/Graeme Page**

The Manager – Finance and Administration spoke briefly to his report which dealt with the proposed appointment of Robin Hughes Development Ltd (RHD Ltd) to manage the development of Council's land in the Tekapo Village Centre.

Resolved:

1. That the report be received.
2. That the Council agrees to enter into a formal arrangement with RHD Ltd to manage the development of its land in the Tekapo Village Centre with the detailed arrangements to be formulated in a document to be approved by Council.

**Graham Smith/Graeme Page**

## **XI PUBLIC EXCLUDED:**

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

1. Mackenzie Tourism and Development Trust Loan Offer

<b><u>General subject of each matter to be considered</u></b>	<b><u>Reason for passing this resolution in relation to each matter</u></b>	<b><u>Ground(s) under Section 48(1) for the passing of this resolution</u></b>
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MTDT Loan	To enable the Local Authority to carry on without prejudice, negotiations	48(1)(a)(i)
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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: *MTDT Loan Offer* Section 7(2)(h) .

**Graham Smith/Evan Williams**

Cr Maxwell left the meeting.

## **II OPEN MEETING:**

Resolved that the Council continue in Open Meeting.

**Annette Money/Graeme Page**

## **CONFIRMATION OF DECISION TAKEN WITH THE PUBLIC EXCLUDED:**

### **1. TOURISM TRUST LOAN OFFER:**

Resolved that the following decision taken with the Public Excluded be confirmed:

*That the Terms of Loan for the Mackenzie Tourism and Development Trust as follows be adopted:*

- *The loan will be up to \$150,000.*
- *The loan initially will have interest suspended for two years. Interest will be payable after that.*
- *\$100,000 will be repayable after that over 10 years (effectively the loan is for 14 years). The remaining \$50,000 will be either refinanced or transferred to a capital injection.*
- *Council wants the Trust to undertake a detailed Business case exercise to prove to Council's satisfaction that the i-SITE and information centres are viable businesses. Council also want the Trust to undertake a similar exercise on the Marketing business. This is to be reported to Council by 20<sup>th</sup> August 2011.*
- *Council want full monthly reporting P & L Balance Sheet and cashflows with full explanations.*
- *Amend the Trust Deed to allow Council the option of appointing Councillors/employees or not. Currently, we must have two.*
- *Any capex spend over \$10,000 must have prior Council approval.*
- *No additional debt from any source.*

- *Council appoint an observer with specific responsibilities in terms of projecting Council's position in relation to the Council loan.*
- *A right for Council to vary the interest rate; and*
- *Events of default setting out when the Trust must repay the loan early say, for example, if the Trust does not comply with its payment or reporting obligations.*
- *There may be other Terms that Council wishes to add but these should be of a minor nature.*
- *Council considers these Terms and Conditions to be not negotiable.*

**Annette Money /Graeme Page**

**THERE BEING NO FURTHER BUSINESS,  
THE MAYOR DECLARED THE MEETING CLOSED AT 11.40AM**

**MAYOR:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## **MACKENZIE DISTRICT COUNCIL**

### **MINUTES OF THAT PART OF THE MEETING OF THE MACKENZIE DISTRICT COUNCIL HELD ON TUESDAY 31 MAY 2011, TAKEN PUBLIC EXCLUDED PURSUANT TO THE PROVISIONS OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987**

#### **PRESENT:**

Claire Barlow (Mayor)  
Crs John Bishop  
Annette Money  
Graeme Page  
Graham Smith  
Evan Williams

#### **IN ATTENDANCE:**

Glen Innes (Chief Executive Officer)  
Paul Morris (Manager – Finance and Administration)  
Keri-Ann Little (Committee Clerk)

#### **I MACKENZIE TOURISM AND DEVELOPMENT TRUST – LOAN OFFER:**

The Manager – Finance and Administration spoke to the issue and referred to an email exchange with Council's legal advisers.

Debate followed on the terms of the proposed loan offer to the Tourism Trust and the merits of appointing a Council representative as observer on the Trust in order to protect Council's financial interests. The name of a person capable of fulfilling that role was canvassed.

Resolved that the Terms of Loan for the Mackenzie Tourism and Development Trust as follows be adopted:

- The loan will be up to \$150,000.
- The loan initially will have interest suspended for two years. Interest will be payable after that.
- \$100,000 will be repayable after that over 10 years (effectively the loan is for 14 years). The remaining \$50,000 will be either refinanced or transferred to a capital injection.
- Council wants the Trust to undertake a detailed Business case exercise to prove to Council's satisfaction that the i-site and information centres are viable businesses. Council also want the Trust to undertake a similar exercise on the Marketing business. This is to be reported to Council by 20th August 2011.
- Council want full monthly reporting P & L Balance Sheet and cashflows with full explanations.
- Amend the Trust Deed to allow Council the option of appointing Councillors/employees or not. Currently, we must have two.
- Any capex spend over \$10,000 must have prior Council approval.
- No additional debt from any source.
- Council appoint an observer with specific responsibilities in terms of projecting Council's position in relation to the Council loan.

- A right for Council to vary the interest rate; and
- Events of default setting out when the Trust must repay the loan early say, for example, if the Trust does not comply with its payment or reporting obligations.
- There may be other Terms that Council wishes to add but these should be of a minor nature.

**Annette Money/Graeme Page**

**II     OPEN MEETING:**

Resolved that the Council continue in Open Meeting.

**Graeme Page/Peter Maxwell**

**CERTIFIED AS CORRECT**

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**MAYOR**

## **MACKENZIE DISTRICT COUNCIL MATTERS UNDER ACTION**

### **ASSET MANAGER**

***14 December 2010***

#### **Seal Past Houses Policy**

1. Note that the Council approves the request from Mrs Annette Johnston to seal 200 metres of Clayton Road in line with Council's policy by providing funding to a limit of \$10,000, and that the Council's share be funded from the Rural Roding Reserve.

***This project has been included in the Budgets for 2011/12***

3. Review the 'Seal Past Houses' policy.

***To be programmed with other policies to be reviewed.***

***31 May 2011***

#### **Ben Ohau Golf Club**

- That the Council approves the area of seal on the Council owned land known as East Road, being ripped up by the Ben Ohau Golf Club and relayed in grass.
- That Ben Ohau Golf Club be responsible for all costs associated with the work including the reinstatement into grass.

***Completed***

### **MANAGER – FINANCE AND ADMINISTRATION**

#### **Debenture with High Country Health**

1. Enter into new loan with High Country Health Ltd incorporating the existing outstanding debenture and capitalising all outstanding interest.
2. That terms of the loan would require the new loan to be paid off over 20 years with interest for the first 10 years suspended and written off as long as High Country Health Ltd make the monthly principal repayments on time. The interest rate of the loan will be the Official Cash Rate plus 4%.
3. Put in place a structure whereby money is secured and an agreement be put in place for payment of the rental.

***Draft documentation forwarded to HCH Directors for signing.***

***Loan repayments being made but documentation outstanding. Discussion on-going to resolve this.***

#### **Financial Support for Twizel Medical Centre:**

***Discussions ongoing***

### **CHIEF EXECUTIVE OFFICER**

***5 March 2010***

#### **Purchase of Land for Twizel Sewerage Purposes**

Resume negotiations with John Lyons for the purchase of land for the Twizel Sewerage purposes once his land use consent is finalised. ***Medication on this appeal on the lapsing period of his consent is scheduled for 26 July 2011. The Asset Manager is writing to Mr Lyons seeking to resume negotiation as our requirement to fence the drainage ditch is overdue.***



### **Solid Waste Arrangements**

Communicate the new arrangements for solid waste more clearly to the community along with the reasons and rationale for the changes. *On-going education programme being developed as part of transition to new service.*

### **Twizel Transformer**

Seek to recover from the developer the amount to have a transformer installed for a two lot subdivision in Twizel which was not fully covered by the terms of the resource consent.

*Still outstanding.*

**31 May 2011**

### **Mackenzie Medical Trust**

Respond to the Fairlie Lions Club's suggestion that the Trust be reactivated.

*Completed.*

### **Alps2Ocean Cycle Way**

- That the Alps 2 Ocean Joint Committee be instructed to constitute Alps 2 Ocean Cycle trail Ltd and deal with all matters in accordance with the Committee's terms of reference.

*Under Action..*

- That the Alps 2 Ocean Joint Committee be instructed to prepare and recommend to the Councils a Shareholders' Agreement for their approval.

*Still awaited*

### **Councillors' Expenses**

The Council amended its expenses policy from 1 July 2011 to provide for a mileage reimbursement of 74 cents per kilometre for the first 5,000km travelled by elected members in the course of their duties; the revised policy to be submitted to the Remuneration Authority for its approval.

*Remuneration Authority to confirm approval*

### **Animal Control Policy and Bylaw**

Due for review

*Will be programmed along with other policies and bylaws under review.*

## **COMMUNITY FACILITIES MANAGER**

### **Twizel Early Learning Centre**

- Make a grant of \$1,000.00 to the Twizel Early Learning Centre building project. *Completed*
- Enter into a lease arrangement with the Twizel Early Learning Centre whereby in return for a minimal rental, the Twizel Early Learning Centre maintains the building. *Underway*
- Review policies for providing financial assistance for community organisations by way of grants, concessional rentals or other means. *Completed*

**31 May 2011**

### **Council Caravan**

- That the caravan be water blasted.

- That Council advertise for expressions of interest from Mackenzie community groups in the purchase of the caravan.

***The caravan was advertised in the Council notices in the Fairlie Accessible. Two tentative expressions of interest have been received.***