



*427<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

Peter Maxwell

Annette Money

Graeme Page

Graham Smith

Evan Williams

*Notice is given of the meeting of the Mackenzie District Council  
to be held on Tuesday 17 September 2013*

**VENUE:** Council Office Twizel

**BUSINESS:** As per Agenda attached.

**WAYNE BARNETT  
CHIEF EXECUTIVE OFFICER**

**11 September 2013**



## **MACKENZIE DISTRICT COUNCIL**

**Agenda for Tuesday 17 September 2013**

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### **I. OPENING**

### **II. APOLOGIES**

### **III. DECLARATIONS OF INTEREST**

### **IV. BEREAVEMENTS**

### **V. MAYORAL REPORT**

### **VI. REPORTS REQUIRING COUNCIL DECISIONS**

1. New Zealand Transport Agency – Funding Assistance Rates Review.
2. Regional Strategy and Policy Forum.
3. Mackenzie School's Science Fair Sponsorship.
4. Photographic Convention Request for Grant. (Report included, letter to be tabled)

### **VII. INFORMATION REPORTS**

1. Chief Executive Officer's Activities.
2. Old Library Café – CEO report to be tabled.
3. Christchurch Canterbury Tourism.

### **VIII. COMMUNITY BOARDS**

### **IX. COMMITTEES**

Receive the Minutes of the Meetings of the, Projects and Strategies, Finance, Planning Committee and Mackenzie Forestry Board meetings held on 3 September 2013, including such parts as were taken with the Public Excluded.

### **X. CONFIRMATION OF MINUTES**

Confirm and adopt the Minutes of the Mackenzie District Council Meeting held 6 August 2013 held on including such parts as were taken with the Public Excluded.

#### **ACTION POINTS**

### **XI PUBLIC EXCLUDED**

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

1. Public Excluded Minutes of the Projects and Strategies Committee held on 3 September 2013
2. Public Excluded Minutes of the Finance Committee meeting held on 3 September 2013
3. Public Excluded Minutes of the Planning Committee meeting held on 3 September 2013
4. Public Excluded Minutes of the Mackenzie Forestry Board meeting held on 3 September 2013
5. Public Excluded Minutes of the Mackenzie District Council meeting held on 6 August 2013

<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 the Projects and Strategies Committee 3 September 2013	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Minutes of the Finance Committee meeting 3 September 2013	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Minutes of the Planning Committee meeting 3 September 2013	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Minutes of the Mackenzie Forestry Board meeting 3 September 2013	Commercial Sensitivity	48(1)(a)(i)
Public Excluded Minutes of the Council meeting held on 6 August 2013	Commercial Sensitivity	48(1)(a)(i)
Bad Debts Written Off	Protect the Privacy of Natural Persons	48(1)(a)(i)
CAI Shared Services Group	Commercial Sensitivity	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Public Excluded Minutes for the previous Projects and Strategies, Finance, Planning Committees, Mackenzie Forestry Board and CAI Share Services Groups* section 7(2)(b)(ii) *Bad Debts Written Off* section 7(1)(a).

## **XII VISITORS:**

9:30am Rowan Townsend and Caroline Blanchfield, Christchurch Canterbury Tourism  
10:30am Matthew Robert Murphy, Peter William Ault and Helen Fay Ault, Candidate's for Citizenship.

## **XIII ADJOURNMENTS**

11:00am Morning Tea  
1:00pm Lunch

## MACKENZIE DISTRICT COUNCIL

**REPORT TO:** MACKENZIE DISTRICT COUNCIL  
**SUBJECT:** GENERAL ACTIVITIES REPORT  
**MEETING DATE:** 17 SEPTEMBER 2013  
**REF:** PAD 2/3  
**FROM:** MAYOR

### ACTIVITY REPORT

#### COUNCIL, COMMITTEE AND BOARD MEETINGS

26 August	Twizel and Tekapo Community Board meetings.
3 September	Committee meetings

#### OTHER MEETINGS AND ACTIVITIES

12 August	Travelled to Timaru District Council and participated in a NZTA Workshop.
13 August	In evening, farewelled the visiting Japanese Exchange Students from Mackenzie College.
16 August	Attended the Upper Waitaki Zone Committee in Twizel. Attended the Rural Water Meeting which met to prepare a submission.
20 August	Travelled to Timaru and attended the South Canterbury Community Sector Meeting. In evening participated in the prize giving at the Mackenzie Science Fair.
22 August	Briefly met with John Hearnshaw regarding the Starlight Reserve.
23 August	Travelled to Alpine Energy and discussed power outages.
26 August	Attended Twizel and Tekapo Community Board in evening.
29 August	Travelled to Christchurch in afternoon with CEO. Attended Mayoral Forum dinner in evening.
30 August	Attended Mayoral Forum, then CDEM Joint Committee meeting. Travelled back to Fairlie, then travelled to Timaru to attend the South Canterbury Business Excellence Dinner in evening.
3 September	Committee meetings.
16 September	Travel to Twizel Area School in early evening to participate in Bedtime Reading Stories at the school.

#### RECOMMENDATION:

1. That the report be received.

CLAIRE BARLOW  
MAYOR

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** MACKENZIE DISTRICT COUNCIL

**SUBJECT:** NEW ZEALAND TRANSPORT AGENCY – FUNDING  
ASSISTANCE RATE REVIEW

**MEETING DATE:** 17 SEPTEMBER 2013

**REF:** PAD 8

**FROM:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

To update Council on the New Zealand Transport Agency (NZTA) progress in reviewing the level of Funding Assistance Rate (FAR) provided to Councils.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That the Chief Executive and Asset Manager liaise with neighbouring Councils to determine a joint response to the NZTA FAR consultation process.

**WAYNE BARNETT**  
**CHIEF EXECUTIVE OFFICER**

## **ATTACHMENTS:**

- Letter from NZTA dated 28 August 2013
- Supporting information on FAR review
- Mackenzie District Council submission to previous stage of NZTA FAR review

## **BACKGROUND:**

NZTA have been conducting a review of funding assistance rates (FAR's) for some time now. They produced a discussion document in February 2013 setting out the purpose and procedures for the review. The document set out eight possible approaches to setting FAR's. The status quo was a notable omission from the list.

The tone of the NZTA discussion document was inclusive, "we welcome feedback or ideas you have about the issues raised in this document and the approach the NZTA should take to setting funding assistance rates (FARs)". The document noted that "once we (NZTA) have heard from you (submitters) on these issues, the NZTA will make a decision as to what the overall approach to setting FARs will be (or possibly, what combination of overall approaches the NZTA will use for setting FARs)".

Mackenzie District Council submitted on the review. Our key points were:

- Small Councils shoulder an unreasonably large proportion of the cost for maintenance of the national road network.
- Local roads often service the DOC estate which does not pay any rates.
- There is a significant public good component in local road maintenance that has benefit at a national level. This funding should reflect this.
- The existing system is working adequately and should be retained.

NZTA have appeared to have rejected all of the points made in our submission.

They have announced a provisional Funding Assistance Rates Framework whereby "there would be a set overall National Land Transport Fund co-investment rate that determined what proportion of the overall costs of delivering eligible land transport activities across New Zealand would be met from the National Land Transport Fund."

NZTA have indicated that "not all approved organisations would have the same funding assistance rate as each other". They do not provide any indication of how increased rates could be determined.

Eight guiding principles were identified in the February review document:

1. Be consistent with seeking value for money from investment of the NLTF.
2. Support a whole of network approach to a land transport network for New Zealand.
3. Recognise the interests of, and benefits received by, ratepayers and users of the land transport system.
4. Be financially responsible.
5. Allow social and environmental responsibility to be exhibited.
6. Be efficient to apply.
7. Be transparent (based on clearly identified principles and accessible and reliable evidence/data).

8. Strike an appropriate balance between providing certainty for approved organisations and being agile enough to respond to change.

NZTA have not indicated any alteration to these principles as a result of the submission process. We submitted that our points were consistent with the principles but NZTA have not indicated acceptance of our arguments.

NZTA will undertake further consultation as set out in their letter of 28 August 2013.

### **POLICY STATUS:**

Not applicable.

### **SIGNIFICANCE OF DECISION:**

Not significant in terms of Council's policy on significance.

### **ISSUES & OPTIONS:**

If NZTA implement the provisional framework it will result in our FAR reducing from the current level (53%) to less than 50% (the actual value is not known at this stage). Each percentage point reduction equates to approximately \$24,000 lost revenue for Council.

Council should continue to participate in the consultation process but must have realistic expectations about the degree to which it can influence NZTA given the lack of support our arguments have had to date.

It may be appropriate for Council to liaise with other Councils and investigate ways to raise the profile of our arguments in this review.

### **CONSIDERATIONS:**

The cost to Mackenzie District Council of the provisional FAR framework is estimated at \$96,000 - \$240,000 per annum (Based on FAR rate between 43% and 49%). This would equate to an overall rate increase of 1.5-4.0 percent. High capital value properties will shoulder a proportionately higher share of this increase.

To date we have not been able to influence the decision making process. We may commit significant time and effort in promoting our views on this matter and not achieve our objective. However if we do not commit to promoting our arguments it seems we will certainly fail.

It would seem that a joint technical and political approach will be most likely to influence NZTA and combining our resources with other similar Councils will aid our common cause.

### **CONCLUSION:**

Efforts should be made to construct a joint Council response to the NZTA FAR review at both a technical and political level.

28 August 2013

Mr Wayne Barnett  
Chief Executive  
MacKenzie District Council  
P O Box 52  
Fairlie 7949

Dear Wayne

**RE: TRANSPORT AGENCY - FUNDING ASSISTANCE RATES (FAR)  
REVIEW PROVISIONAL FRAMEWORK**

We are now mid-way through a review of how funding assistance rates could be set and applied in the future.

The same general approach to setting funding assistance rates has been around for thirty years and this review is about ensuring funding assistance rates support us all to work together to plan, invest in and deliver optimal land transport outcomes. This is part of a wider move away from the Transport Agency providing subsidies, to a system where we co-invest and work in partnership.

A big part of this Review is to understand the challenges and constraints we all face. To gain this picture we have appreciated the participation and input that has been provided to date, and we look forward to continuing to work together as we move into the next stages of this Review.

The first round of consultation (which finished in May 2013) looked at a wide range of approaches that could be taken to setting and applying funding assistance rates. The submissions we received during this phase were all reviewed and have significantly shaped our thinking. We now have a provisional framework.

The provisional framework proposes that there would be a set overall National Land Transport Fund co-investment rate. Some approved organisations would receive a funding assistance rate that is above the overall co-investment rate to take into account factors that materially affect their ability to deliver land transport outcomes; this means other approved organisations would receive a funding assistance rate that was below the overall co-investment rate. Approved organisations would have the same funding assistance rate for all the different land transport activities and National Land Transport Fund revenue would only be used for the eligible costs of undertaking or maintaining a land transport

activity to achieve fit for purpose standards. Finally, targeted enhanced funding assistance rates could be used in exceptional circumstances and for limited time periods. *More information on the provisional framework is provided in the 'FAR at a Glance' document attached to this letter and is available on [www.nzta.govt.nz/FAR](http://www.nzta.govt.nz/FAR)*

The next stages of this Review are very important and will involve developing an understanding of how this provisional framework might work in reality. In particular we will be looking at what the overall co-investment rate should be, what material differences might impact on this rate, how emergency works funding assistance rates should be set and what individual transition requirements might be needed.

To help inform this process we will be having a range of discussions with stakeholders across the country between now and next February. The focus of discussions over September and October will be at the technical level to help shape up options. We'll then move to a more structured consultation starting in November.

Again, we appreciate all the very valuable input we have received from you to date, and look forward to continuing this positive engagement as we develop this framework.

Our regional Planning and Investment staff will be in touch to discuss this provisional framework and the next stages in more detail, in the meantime if you have any questions please do contact me.

Yours sincerely



**Jim Harland**  
Regional Director Southern

**DDI 64 3 964 2859**  
**M 027 4593 522**  
**E [jim.harland@nzta.govt.nz](mailto:jim.harland@nzta.govt.nz)**

# FUNDING ASSISTANCE RATES REVIEW PROVISIONAL FRAMEWORK

## AT A GLANCE AUGUST 2013

### Role of Funding Assistance Rates:

Funding assistance rates are one tool within the land transport investment system which:

- Assists local government (and other approved organisations) and the NZ Transport Agency to work together to achieve:
  - The optimal national land transport outcomes within their combined financial resources, and
  - An integrated and appropriately consistent land transport network throughout the country, and
- Enables the costs of the New Zealand land transport network to be shared appropriately between direct land transport system users and local communities.
- Funding assistance is not a subsidy, but part of a co-investment system that recognises there are both national and local benefits from investing in the land transport network.

### The Provisional framework

Seven principles would underpin the framework

The Funding Assistance Rates systems should:

- Support optimal national land transport outcomes being achieved in the right way, at the right time and for the right price. Optimal national land transport outcomes contribute to the provision of an effective, efficient, safe, responsible and resilient transport system. (A responsible transport system addresses the potential harms of that system, including environmental and health impacts.)
- Facilitate land transport network users experiencing an integrated and appropriately consistent network throughout the country.
- Appropriately split the costs of the New Zealand land transport network between direct land transport system users and local communities recognising that each of those groups affects, and benefits from, that network.
- Provide approved organisations and the NZ Transport Agency with as much investment certainty as practicable.
- Be efficient to apply.
- Be based on evidence and data that is readily accessible and reliable.
- Ensure that if there are variations to how funding assistance rates are set or applied to address outliers or exceptions this is done transparently.

### Find out more

From your local Planning and Investment contact or at [www.nzta.govt.nz/FAR](http://www.nzta.govt.nz/FAR)

#### One Rate for each AO

An approved organisation would have the same funding assistance rate for all of the different land transport activities it undertakes that are eligible for funding from the National Land Transport Fund (other than where targeted enhanced funding assistance rates were used and, possibly, for emergency works).

#### Overall NLTF co- investment rate

There would be a set overall National Land Transport Fund co-investment rate that determines what proportion of the overall costs of delivering eligible land transport activities would be met from Fund.

#### Factors materially affecting delivery

Some approved organisations would receive a funding assistance rate that was above this overall co-investment rate to take into account factors which materially affect their ability to deliver land transport outcomes. Consequently other approved organisations would receive a funding assistance rate that was below the overall co-investment rate.

#### Only costs of fit for purpose standards

NLTF revenue would be used for the eligible costs of undertaking or maintaining a land transport activity to achieve fit for purpose standards.

#### Targeted rates enhanced

Targeted enhanced funding assistance rates could be used in exceptional circumstances and for time-limited periods.

# Funding assistance rates (FAR) review

## Questions and answers

August 2013

### The Provisional Funding Assistance Rates Framework

The Transport Agency has developed a provisional framework for how funding assistance rates could be set and applied going forward.

The next stages of this Review will involve developing an understanding of how this provisional framework might work in reality.

#### WHAT DOES THE PROVISIONAL FRAMEWORK PROPOSE?

Under the provisional framework:

- There would be a set overall National Land Transport Fund co-investment rate that determined what proportion of the overall costs of delivering eligible land transport activities across New Zealand would be met from the National Land Transport Fund.
- Some approved organisations would receive a funding assistance rate that was above this overall co-investment rate to take into account factors which materially affect their ability to deliver land transport outcomes. Consequently other approved organisations would receive a funding assistance rate that was below the overall co-investment rate.
- Targeted enhanced funding assistance rates could be used in exceptional circumstances and for time-limited periods.

Other significant differences from the current funding assistance rates system include:

- An approved organisation would have the same funding assistance rate for all of the different land transport activities it undertakes that are eligible for funding from the National Land Transport Fund (other than where targeted enhanced funding assistance rates were used and, possibly, for emergency works).
- It would be more explicit that National Land Transport Fund revenue would only be used towards delivering land transport activities to fit for purpose standards.

#### HOW WOULD WE TAKE DIFFERENCES BETWEEN AOS INTO ACCOUNT?

Under the provisional framework, while every approved organisation would have the same funding assistance rate across all of its eligible land transport activities, not all approved organisations would have the same funding assistance rate as each other.

We recognise that there are factors that materially affect some approved organisations' ability to:

- Deliver optimal land transport outcomes, and
- Contribute to the delivery of an integrated and appropriately consistent network throughout the country.

However, there is only so much National Land Transport revenue available for approved organisations' activities. This means, if some approved organisations receive a funding assistance rate that is higher than the overall NLTF co-investment rate then other approved organisations would need to receive a rate that is lower than the overall NLTF co-investment rate.

During the next stages of the review we will be investigating:

- What factors materially affect some approved organisations' ability to deliver land transport outcomes,
- Which of those factors are outside of the control of both the relevant approved organisations and their local communities, and
- Whether or not there is readily accessible and reliable data that can be used to measure those factors and take them into account when setting funding assistance rates.

The aim of this investigation will be to identify:

- Which approved organisations should receive a higher funding assistance rate, and
- How much higher their funding assistance rates should be.

## **MY REGIONAL COUNCIL MAINLY FUNDS PUBLIC TRANSPORT - WHY CHANGE FROM A FLAT 50% FAR?**

We recognise that for most regional councils the most significant activity for which they receive investment from the National Land Transport Fund is public transport.

Currently the funding assistance rate for public transport is at (or transitioning to) a flat 50%.

However, regional councils also undertake other land transport activities such as Total Mobility Services, land transport planning and road safety promotion - which currently receive different funding assistance rates.

By removing the different funding assistance rates for different activities we want to send the signal that both the Transport Agency and approved organisations need to think in terms of an integrated land transport network and to invest in whatever types of activities are the optimal places to invest to address the particular issues they are dealing with. Sometimes this will be the provision of more frequent public transport services, but sometimes it may be road safety promotion or an activity undertaken by a territorial authority (such as capital improvements to a bus lane).

As part of the next stage of the review we will be considering whether there are factors which materially affect some regional councils' ability to deliver land transport outcomes.

## **WHAT DOES 'FIT FOR PURPOSE' MEAN?**

The provisional framework would take us a step further along the direction the Transport Agency has already been heading, by making it more explicit that National Land Transport Fund revenue would only be used for the costs of undertaking or maintaining a land transport activity to achieve fit for purpose standards.

What those standards are would be determined by the function of the relevant part of the land transport network, and the appropriate customer levels of service for different parts of the network.

If an approved organisation wanted to undertake or maintain an activity to a higher standard it could do so. However, the Transport Agency would only fund up to the National Land Transport Fund share of the costs of delivering that activity to fit for purpose standards.

If, in order to meet the wishes of its community, an approved organisation wanted to deliver or maintain an activity to higher standards it could.

However, any additional cost to achieve the higher standards would need to be covered entirely by the local community.

There are initiatives currently underway to improve the certainty and transparency around what customer levels of service and fit for purpose standards are appropriate - e.g. the One Network Road Classification.

## **WHAT'S THE APPROPRIATE SPLIT OF COSTS (FOR THE PROPOSED OVERALL NLTF CO-INVESTMENT RATE)?**

Currently across the country as a whole the National Land Transport Fund meets 50% of the cost of normal local road maintenance, operations and renewals and 50% of the cost of most public transport activities.

However, with different funding assistance rates for different activities being added over the years, currently, there is no clear overall cost split between the direct land transport users who provide the revenue for the Fund and local communities.

In the next stages of the review we will work out what that overall split could be - we are currently calling this the "overall NLTF co-investment rate".

Setting an overall NLTF co-investment rate would help provide planning certainty to both approved organisations and the Transport Agency and help the land transport funding system to remain stable over time.

## WHAT WOULD MY ORGANISATION'S FUNDING ASSISTANCE RATE BE UNDER THE PROVISIONAL FRAMEWORK?

It's still too early to say. We won't be able to answer this question until we know:

- What the 'overall NLTF co-investment rate' would be
- Which approved organisations would receive funding assistance rates that are higher than the overall NLTF co-investment rate
- How much higher than that overall NLTF co-investment rate their funding assistance rates would be
- Consequently, how much lower other approved organisations' funding assistance rates would be.
- How we would transition in any changes to individual approved organisations' funding assistance rates.

We want to work with approved organisations and other stakeholders in sorting out these issues. We also want to work with you to determine how funding assistance rates for emergency works should be set going forward.

## WHAT HAPPENS NEXT?

The next stages of this review will involve developing an understanding of how this provisional framework might work in reality. In particular we will be looking at what the overall co-investment rate should be, what material differences might impact on this rate, how emergency works funding assistance rates should be set and what individual transition requirements might be needed.

To help inform this process we will be having a range of discussions with stakeholders across the country between now and next February. The focus of discussions over September and October will be at the technical level to help shape up options. We'll then move to a more structured consultation starting in November.

## WERE THE SUBMISSIONS MADE ON THE FUNDING ASSISTANCE RATES REVIEW DISCUSSION DOCUMENT TAKEN INTO ACCOUNT IN DEVELOPING THE PROVISIONAL FRAMEWORK?

All submissions received on the Discussion Document were carefully reviewed and taken into account in developing the provisional framework.

There is a document available on our website (at [www.nzta.govt/far](http://www.nzta.govt/far)) which explains how the submissions made on the Discussion Document influenced the development of the framework.

## WHAT IS WRONG WITH THE STATUS QUO?

Because this is a first principles review the first thing we did following the close of the first round of consultation is work out what the role of funding assistance rates is today and what principles should sit behind how they are set and applied. We then looked at whether the status quo was consistent with that role and those principles. We found that in a number of ways it isn't.

In particular:

- Overall the status quo is not based on a clear policy decision as to what the overall split of costs between direct land transport system users and local communities (land users/property owners) should be.
- The wide range of different funding assistance rates that exist for different activities under the status quo, and the very high funding assistance rates that apply to some activities, are likely to work against value for money/optimal land transport outcomes being achieved.
- It is unclear whether the differences between approved organisations currently taken into account in setting funding assistance rates are differences which materially affect some approved organisations' ability to deliver land transport outcomes. This is something we specifically want to look at in the next stage of the review.
- Because there has been a lack of a shared understanding of what funding assistance rates can, and should, seek to achieve the certainty of the system has been adversely affected by different components being added to the funding assistance rates system, or amended, at different times to seek to achieve different policy objectives.
- Most of the individual components of the current funding assistance rates system are, in themselves, reasonably efficient to apply. However, having so many different funding assistance rates applying to different activities means the system as a whole is less efficient to apply. Time spent seeking to ensure that activities are funded under the correct funding assistance rate creates cost (and uncertainty).
- Some of the metrics currently used to distinguish between approved organisations are not particularly reliable bases for calculating funding assistance rates in that they are based upon matters such as:
  - The outcomes of negotiations on the size of an approved organisation's approved maintenance, operations and renewals programme, and
  - Local authority decisions on how they will levy general rates, rather than reliable objective data.

# Background to the Review

## WHAT ARE FUNDING ASSISTANCE RATES (FARS)?

Whenever a land transport activity, such as a local road maintenance programme or a public transport service, is approved for funding from the National Land Transport Fund the proportion of the approved costs of that activity that will come from the Fund is determined by the relevant funding assistance rate (FAR).

Section 20C of the Land Transport Management Act 2003 requires the Transport Agency to set funding assistance rates. In doing that the Transport Agency must act in accordance with any criteria set by the Minister of Transport. The Minister can, but is not required to, set such criteria.

## WHY IS THE TRANSPORT AGENCY DOING THIS REVIEW?

The problem or opportunity the funding assistance rates review was set up to address was that the Transport Agency was not confident that the way funding assistance rates are currently set and applied is still valid and appropriate given the statutory and strategic policy settings which exist now. This lack of confidence had arisen because the main bases of the current funding assistance rates system were set up a long time ago under statutory frameworks and policy settings that no longer exist. As a public body exercising a statutory function involving the distribution of large amounts of public money, it is extremely important that we are confident that the way funding assistance rates are set and applied is appropriate today.

Also, at least prior to the current review commencing, there was a very uneven level of understanding within the Transport Agency, approved organisations and the wider transport sector as to why the current funding assistance rates system is set up the way that it is and what it is, and is not, seeking to achieve. This has contributed to the current funding assistance rates system being made up of a number of different components, with those different components seeking to achieve different policy objectives.

It has also led to dissatisfaction within a number of local authorities with the funding assistance rates that apply to their organisation. This dissatisfaction was evident from the negative feedback received from stakeholders by Transport Agency staff, and adverse comments made by stakeholders in the media (particularly around the time when the Base funding assistance rates for local road operations, maintenance and renewals were last reset). In response to this negative feedback the Transport Agency agreed to undertake the current review.

## WHAT DOES THIS REVIEW COVER?

The funding assistance rates for the following land transport activities are within the scope of this review:

- The operation, maintenance and renewal of local roads.
- The construction of new local roads and improvements to existing local roads.
- Emergency works to local roads.
- Transport planning, road safety promotion, and network user information.
- The operation, maintenance and renewal of, and improvements to, special purpose roads.
- Public transport services (including Total Mobility Services) and public transport infrastructure.
- Walking and cycling.

## WHAT IS NOT COVERED BY THE REVIEW?

The following things are outside the scope of the review:

- The overall amount of money available from the National Land Transport Fund.
- How much of the Fund can be spent on different types of land transport activities (activity classes) - the funding ranges for different activity classes are set by the Government Policy Statement on Land Transport Funding.
- How the Transport Agency determines whether or not, and when, a particular land transport activity should receive funding from the Fund.

- Farebox recovery rates – the percentage of the costs of passenger transport which are met by passenger fares. Farebox recovery rates are being looked at in a separate Transport Agency review.
- 100% funding of operational expenses and capital expenditure in relation to state highways from the National Land Transport Fund
- The funding of road policing and the Transport Agency Research Programme.

### **WILL THIS REVIEW AFFECT THE FUNDING ASSISTANCE RATES FOR CURRENT PROJECTS?**

Where the Transport Agency has already formally approved a particular land transport activity, or a phase of a particular land transport activity, for funding from the National Land Transport Fund that commitment will not be changed as part of the review.

### **WILL THIS REVIEW MEAN THAT MORE MONEY IS AVAILABLE FOR ROADS OF NATIONAL SIGNIFICANCE?**

No. How much of the revenue in the National Land Transport Fund is available for improvements to State highways (including the Roads of National Significance) and how much revenue in that Fund is available for local road maintenance, operations and renewals or improvements to local roads and other activities undertaken by local authorities is determined by the funding ranges for different activities specified in the Government Policy Statement on Land Transport Funding. It is not determined by what the funding assistance rates for different activities are.

## **How to get more information**

Talk to your regional Planning and Investment contact, visit [www.nzta.govt.nz/far](http://www.nzta.govt.nz/far) or contact the Project Leader Clare Sinnott via email [clare.sinnott@nzta.govt.nz](mailto:clare.sinnott@nzta.govt.nz) or Ph 04 894 6487.



Submission on: **Funding Assistance Rates – A Discussion Document**

To: Clare Sinnott

By: **Mackenzie District Council**  
P O Box 52  
Fairlie 7949

Contact for Enquiries: Mayor Claire Barlow

Telephone: 03 685 9010

Email: [mayor@mackenzie.govt.nz](mailto:mayor@mackenzie.govt.nz)

Date: 3<sup>rd</sup> May 2013

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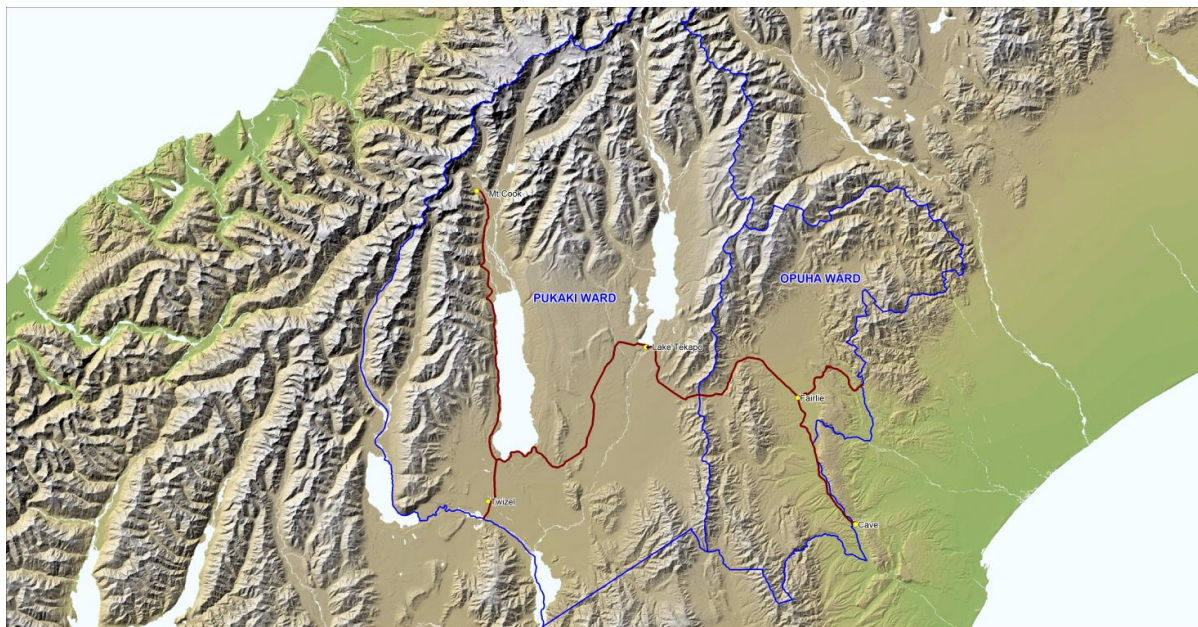
## **CONTEXT**

Mackenzie District Council (MDC) wishes to thank the New Zealand Transport Agency (NZTA) for the opportunity to comment on the funding assistance rate (FAR) Review. This submission has been prepared in response to the recently released NZTA's Discussion Document. The NZTA have asked some leading questions to obtain feedback from Road Controlling Authorities (RCA's). Mackenzie District Council believes that NZTA have not provided enough detail to be able to identify financial implications of each principle and approach for all the affected Road Controlling Authorities, therefore our comments are limited to general comments and discussion points as opposed to being able to fully answer NZTA's questions.

Mackenzie District Council understand that the purpose of the FAR is to distribute part of the National Land Transport Fund (NLTF), which is collected by way of Road User charges, vehicle licensing fees and the fuel excise duty, to road controlling authorities for approved activities.

## A MACKENZIE DISTRICT OVERVIEW

The Mackenzie District is bounded in the north and east by the Timaru and Waimate Districts, in the south by the Waitaki District and to the West by the Southern Alps/ Westland District boundary. There are two wards: **Pukaki** which in effect takes in the Mackenzie Basin and **Opuha** being the remaining area to the west of a line following the upper reaches of the Hakataramea River through Burkes Pass to Mt Musgrove in the Two Thumb Range.



The Mackenzie District roading consists of a network of “Principal” and “Local” roads leading from the state highways to many remote localities and providing convenient access in and around the three main urban centres of Twizel, Lake Tekapo and Fairlie (Mt Cook Village is administered by the Department of Conservation). The network is predominantly rural (93%), unsealed (73%) and with light average daily traffic volumes (99% less than 500 vehicles per day).

Mackenzie District Roding Statistics		Quantity
<b>Land</b>		1,395Ha
<b>Roads</b>	All roads	710.6km
	Urban – Sealed	46.2km
	Urban – Unsealed	5.2km
	Rural – Sealed	147.3km
	Rural – Unsealed	512.2km
<b>Bridges</b>	Bridges	94
	Cattle stops	59
	Concrete Fords	20

## **FACTORS THAT SIGNIFICANTLY AFFECT THE SEASONAL TRAFFIC DEMAND**

We have a large influx of tourists, both international and domestic through-out the year, with destinations such as Aoraki/Mount Cook National Park, Lakes Pukaki, Tekapo, Benmore, Alexandrina, Opuha, Ohau and Ruataniwha being other significant draw cards. Three ski-fields are located within the Mackenzie District (Fox Peak, Roundhill, Mount Dobson) that generate a high number of traffic movements (500+ Vehicles Per Day at Roundhill) on winter sensitive roads. These skifields are generally located on Department of Conservation land that is non-ratable. The internationally recognized "Starlight Reserve" centered on Lake Tekapo is also attracting a greater proportion of tourists to the area. Mackenzie District has a growing number cycle trails both on and off local roads that also attract international and domestic tourists alike.

The Mackenzie District has not been excluded from the dairy boom, with a growing number of conversions taking place centered around the Fairlie Basin. There are a number of maturing forestry blocks in remote areas that are now attracting significant logging traffic over weak pavements.

## **DISCUSSION ON PRINCIPLES**

Part of the review is seeking submissions on the new principles as set out in table below. The following three questions have been asked by NZTA.

1. Are the principles for determining what overall approach(es) to adopt in setting FARs identified in the discussion document appropriate? Why/why not?

*For comments see table 1 below*

2. What other principles should be taken into account in determining which overall approach (or combination of approaches) to adopt in setting FARs?

*The eight principles generally cover all of the issues that should be considered.*

3. Which principles are the most important and, therefore, should be given the most weight when the NZTA decides what overall approach(es) to take in setting FARs?

*We believe that in any approach taken the ability to pay, transparency, equitability, and efficiency to apply should be paramount in providing a whole of network approach. Councils need certainty for their long term planning, transparency and a defensible position to their ratepayers.*

Table 1 below provides some specific comments on the above mentioned principles

**Table 1**

Proposed Principle	Mackenzie District Council Comment	Importance to setting FAR
1. Be consistent with seeking value for money from investment of the NLTF.	MDC agrees with this principal. Public scrutiny and accountability ensures Council's prudent stewardship of its roading expenditure. Council is already committed to investigating value for money options in delivering services to its ratepayers.	Important
2. Support a whole of network approach to a land transport network for New Zealand.	Mackenzie District Council believes that this is an important principle because our road network in NZ is highly accessible to all road users and equally important to the economic value to the country. Mackenzie District is a significant tourist destination, with 10% growth in visitor numbers over the last quarter.	Important
3. Recognise the interests of, and benefits received by, ratepayers and users of the land transport system.	Mackenzie District Council recognizes the benefits received by all road users. However, the ability to pay and equitable cost sharing between these road users and ratepayers should be a key principle. There is already a significant disparity between what a ratepayer in large metropolitan area pays for their roading activity compared to those ratepayers in smaller rural districts. For example, Auckland ratepayers maintain thirteen metres of roading network, whereas Mackenzie and other rural District Council ratepayers maintains approximately twelve times as much.	Important
4. Be financially responsible.	Central government must continue to adequately financially support local government in providing transportation services to ensure that the social and economic interests are sustained.	Important
5. Allow social and environmental responsibility to be exhibited.	This is a key principle. Roads serve communities through the transportation of goods, services and people. The Government contribution to local roads must acknowledge the specific communities ability to pay their local share.	Important
6. Be efficient to apply.	Minimising the cost of compliance is essential	Important
7. Be transparent (based on clearly identified principles and accessible and reliable evidence/data).	Data used must be easily obtained and reliable, repeatable and accurate. However, any system based on current data has the potential to be flawed if it cannot allow for seasonal variations and growth.	Important
8. Strike an appropriate balance between providing certainty for approved organisations and being agile enough to respond to change.	Providing long term clarity on FAR is essential. This principle needs to recognise the potential financial impacts that a change in FAR has on a Council and Council's statutory obligations in regard to long term financial planning. A change in a FAR is not the appropriate mechanism to respond to changes in demand or growth within any region	Neutral

### **THE MOST IMPORTANT PRINCIPLE TO MACKENZIE DISTRICT COUNCIL**

A key point, not only to those residing in the Mackenzie District, is that roads are accessible to all. It is logistically difficult to develop a user pays system. That is why currently the funding of roads is achieved through taxes and rating systems. There is a large social and economic good provided by roading, to New Zealand as a whole, to provide recreational access, for domestic and international tourists. The economic good is not only in providing road access for primary exports, but also those domestic and international tourists.

Mackenzie ratepayers are already subsidising out of area road users and as a consequence suggest that a significant portion of funding for roading infrastructure should not come solely from the ratepayers' pocket.

Currently the fundamental principle of the FAR is to provide equity within the road network to financially assist Councils to provide a good quality and accessible road network. The current system is based on

- Ratepayers ability to pay (Land value/Capital Value is used as a proxy measure)
- The cost of providing the service with cost of NZTA approved financially assisted road maintenance programme is used as a proxy measure.

**This was highlighted in a recent Audit NZ report, produced in 2011/12 on the transport sector. The report confirmed, what Local Government already knew, that Local Authorities with the largest populations, did not have the largest roading networks or largest costs to maintain their networks. Rural and often small local authorities typically have larger roading networks to maintain with less people available to pay for the local share of costs. This brings into question the sustainability of small townships and farming communities. Any radical changes to the FAR would see an attack on already struggling rural/smaller communities.**

## **DISCUSSION ON THE NZTA PROPOSED OVERALL APPROACHES**

NZTA's eight approaches are as set out below

### **1. Flat Rate Approach**

Every approved organisation having the same FAR for every land transport activity – such as setting the FAR for every land transport activity of every approved organisation at, for example, 50%.

### **2. Differences Approach**

An approved organisation having the same FAR for every activity but different approved organisations having different FARs which are set to address relative differences between the approved organisations. These differences can be divided into three main categories:

- » Differences in the ability of approved organisations to raise the local share of the cost of land transport activities (e.g. rates revenue).
- » Differences in the intrinsic costs in undertaking land transport activities in different areas, due to factors such as topography, climate, and geology.
- » Differences in the demands placed on approved organisations due to things like the percentage of heavy vehicle traffic on their network

### **3. The Classification Approach**

Different FARs would then be set for activities depending on their classification in a national road classification system and a national classification system for public transport activities

**4. Setting FARs to reflect where the NLTF revenue was generated**

**5. Population Approach**

Determining FARs by population – the larger an approved organisation’s population, the higher its FAR, with the aim of providing a more equal financial benefit for each New Zealander from the NLTF.

**6. Incentives Approach**

Setting targets which approved organisations are required to meet, like efficiency targets and outcome targets, and giving a lower FAR if targets are not met and a higher FAR if targets are met.

**7. Contributions Approach**

Allocating NLTF funding generally in accordance with the degree to which a district/region contributes to the New Zealand economy – such as setting ARs in accordance with the GDP of a district/region, the number of heavy vehicle kilometres travelled within the district/region, or the number of vehicle or passenger kilometres travelled within the district.

**8. Relative Benefit Approach**

Setting FARs to reflect the extent to which particular land transport activities benefit property owners (ratepayers) and the extent to which they benefit land transport system users – in other words having higher FARs for activities which have greater land transport system user benefits when compared to property owner benefits

**The NZTA has directed their feedback be centred on the following questions (numbering continued from previous principle questions);**

4. The discussion document identifies eight possible overall approaches to setting FARs. What other overall approaches could the NZTA take in setting FARs?

*The discussion document does not include the status quo and Mackenzie District Council believes that any review should include the current regime. Our preferred approach is status quo, including emergency and construction funding, with the minimum FAR threshold reduced or eliminated*

5. Do you agree with the advantages and disadvantages of each overall approach identified in the discussion document? Why/why not?

*No, see table 2 below.*

6. Are there any other advantages, or disadvantages which are not identified in the discussion document?

*For comments see table 2 below*

7. To what extent do you consider that the different overall approaches would, or would not:

- » Be consistent with seeking value for money from investment of the NLTF?
- » Support a whole of network approach to a land transport network for New Zealand?
- » Recognise the interests of, and benefits received by, ratepayers and users of the land transport system?
- » Be consistent with the NZTA acting in a financially responsible manner?
- » Allow social and environmental responsibility to be exhibited?
- » Be efficient to apply?
- » Be based on clearly identified principles and accessible and reliable evidence/data?
- » Strike an appropriate balance between providing certainty for approved organisations and being agile enough to respond to change?

*NZTA have not provided enough detail to be able to identify financial implications of each approach for all the affected Road Controlling Authorities. As a consequence Mackenzie District Council is not prepared to answer question 7 as the financial impact to this organisation is not quantifiable.*

8. How do you think the various overall approaches would affect the New Zealand land transport system?

*NZTA have not provided enough detail to be able to identify financial implications of each approach for all the affected Road Controlling Authorities. As a consequence Mackenzie District Council is not prepared to answer question 8 as the financial impact to this organisation is not quantifiable.*

9. How do you think the various overall approaches would affect you or your organisation?

*NZTA have not provided enough detail to be able to identify financial implications of each approach for all the affected Road Controlling Authorities. As a consequence Mackenzie District Council is not prepared to answer question 9 as the financial impact to this organisation is not quantifiable.*

10. Which overall approach, or combination of overall approaches, do you think the NZTA should apply in setting FARs? Why?

*None of the eight approaches are deemed suitable by Mackenzie District Council, however, please see conclusion below for Mackenzie District Council's preferred method of calculating FAR.*

**Table 2**

<b>Approach</b>	<b>MDC Views on Disadvantages</b>	<b>MDC Views on Advantages</b>
<b>Flat Rate</b>	<p>No indication of the actual flat rate of what the FAR would be.</p> <p>Very poor equity with one FAR for all. Fails to recognise the differences in network maintenance costs, economies of scale and communities ability to pay. Would potentially make some smaller Council's with large costly networks unsustainable.</p> <p>Takes no account of any issues in relation to geographical and climatic differences i.e. Frost heave, snow etc.</p>	<p>Very simple to administer, provides certainty.</p>
<b>Differences</b>	<p>This is similar to the current system. Certainly recognition of the heavy vehicle traffic would be a significant modification to the current formula. Council's view on this approach is that it is not sufficiently well developed to meaningfully consider this approach as a viable option. Page 18 of the Discussion document highlights the lack of certainty even in NZTA's current thinking</p>	<p>Depending on the basis of the differences this could be a viable solution and may improve sustainability of smaller road controlling authorities.</p>
<b>Classification</b>	<p>Smaller districts will be disadvantaged as any national road classification system will favour roads with high traffic volumes particularly heavy vehicles. This does not acknowledge differences in road maintenance costs where low volume rural roads with relatively low traffic volumes but high proportion of heavy vehicles/seasonal use, e.g. dairy farms, forestry, ski field access, DOC access, Tourist use.</p> <p>Could involve additional administration costs to gather data from contractors and others operating within the area to make a justification to NZTA for revised or confirmed classification.</p>	<p>Nil to Mackenzie District Council, as ability to pay is not taken into consideration.</p>
<b>Revenue</b>	<p>Although fuel excise duty generated regionally could be quantified road user charges are significantly more complex due to national transport operators. E.g. Fonterra trucks all registered out of Hamilton.</p> <p>Smaller rural districts close to larger centres are also disadvantaged as fuel purchases tend to be in these centres when visiting or working there. Fuel purchased where it is cheapest. It will be very difficult to identify the fuel excise duty, generated by domestic and international tourist traffic in the Mackenzie as fuel is often purchased prior to the journey, e.g. visit to Mackenzie ski fields, likely fuel excise would</p>	<p>Nil to Mackenzie District Council, as ability to pay is not taken into consideration nor is the increase in seasonal traffic taken into consideration. E.g. Skifield, summer boating, commercial forestry harvesting.</p>

	<p>be realized in Timaru District and campervans picked up in Christchurch.</p> <p>Fails to acknowledge “one network” principle. Any fully user pays system would never work for large, geographically isolated networks.</p> <p>There is social good that comes to all road users, not just local ratepayers. In the Mackenzie the ratepayer is already subsidizing these users. Puts an unfair burden on ratepayers.</p>	
Population	<p>If this approach were taken it would mean very poor equity with small rural areas significantly lower FAR than the large metropolitan cities. High growth areas would continue to increase their FAR. Fails to recognize the benefits to the national economy that rural roads provide, both for the movement of primary products and tourist access to attractions and or accommodation. This over time could have a significantly negative impact on the wider national economy. This could lead to a reduced level of service on these important local roads thus leading to significantly higher accident rates and thus adding an extra burden to the health budget.</p>	Simple to administer.
Incentives	<p>Lack of detail on the incentives makes it very difficult to comment on this approach. There is no certainty over what the FAR would be delivered with an approach like this, both in the start up and over time. It could deflect funding into areas to achieve targets, thus increase FAR to the detriment of areas/work categories of where the funds should be spent. Benchmark targets may exceed community level of service and be unaffordable. FAR would be dependent on performance of other Councils results. The benchmark would be a constantly moving target, thus providing little certainty when planning for the future. i.e. Long Term Plan preparation.</p> <p>Incentives around crash reductions where there are little or no fatalities as an example can have a significant detrimental effect on the FAR if there is a recorded fatality on a local road in any one year.</p> <p>Not transparent.</p>	Approach encourages good asset management and could possibly reward good practice, however, the costs to administer this system may outweigh the benefits.
Contributions	<p>Significantly complex and fails to meet NZTA principle of data being easily accessible and reliable. Would be variable over time therefore reduced certainty of FAR. May be dependent on one industry that is reliant on markets and possibly international control. Possible closure would result in significant reduction in FAR, e.g. closure of Tiwai Point in Southland. Some industries are short term such as forestry.</p> <p>Encourage development in those areas with a</p>	May reward high productivity areas particularly dairying.

	high quality roading network, thus increasing the demand on those networks, and funding, therefore inhibiting the opportunity for growth in other areas.	
Relative Benefit	Highly subjective approach. Would penalise low volume rural areas as it fails to recognise the importance of these local roads/routes to the national economy for getting primary product to market or tourists accessing attractions and/or accommodation. This could also impact where development may occur in the future, meaning areas with higher FAR's and subsequently a better network would benefit from more development, but other areas would be deemed too costly to develop.	Nil to Mackenzie District Council

### **APPROACHES NOT CONSIDERED BY NZTA UNDER THE CURRENT DISCUSSION DOCUMENT**

Another option not considered by NZTA in its FAR Review Discussion document would be to leave the FAR as it stands with a simple modification. Reduction or total elimination of the lower FAR limit.

Essentially, the Mackenzie District Council believes that the current FAR system meets all of the eight principles in the discussion document. The current setting of Funding Assistance Rates does provide a largely conventional basis for funding, and gives the Council certainty of its funding level. This appears to be supported by most other Councils.

*At a recent meeting of South Canterbury Councils, no-one expressed a strong driver for complete change as compared to the status quo. There was strong support for tweaks to the formula.*

Currently, all TLA's use a tax on land as the agreed mechanism for funding their local share of their own roading activity.

### **MACKENZIE DISTRICT COUNCILS APPROACH PREFERENCES**

#### **1. Retain Current Mechanism for setting FAR with the Removal or a Reduction the Lower FAR Limit**

The current formula for calculating the base FAR means that the minimum rate a TLA can receive is 43%. This lower limit has been in place for many years, and we consider that the principles behind that level of subsidy no longer exist. The principles of fairness and ability to pay would, in Councils opinion, be recognised with either a reduction or complete removal of the lower FAR limit. This would support a "one network" approach.

#### **2. Retain Current Mechanism for setting FAR**

The status quo with no changes, while it is not perfect it provides certainty and is generally accepted.

## **FINANCIAL IMPLICATIONS**

Whilst it is difficult to quantify the financial implications of the eight approaches, as proposed by NZTA, as the approaches have not been sufficiently developed to accurately determine the level of funding to the individual TLA's, MDC believes that there could be significant funding implications for our ratepayers. Every 1% reduction in the approved funding assistance rate means a shortfall in funding from NZTA of \$24,000 per annum (Based on 2012-2015 Approved NTLP figures).

As an example the only approach that council has been able to quantify (the Classification Approach) if adopted, as set out in the discussion document, it could potentially mean a staggering drop of \$1.05 million dollars of financial assistance from NZTA per annum for the Mackenzie District. To maintain our current level of service on our roading network would be an increase in rates of approximately 20%. A rate increase of this magnitude or a corresponding reduction in level of service to meet approved funding levels would create significant ratepayer unrest.

**We would like to highlight a specific issue that relates to the Mackenzie and its ability to pay and that is the large amount on Conservation and Defence Force land that is non-rateable but generates a significant traffic demand on our network.**

## **CONCLUSION**

As previously noted, Council has concerns about the way NZTA have undertaken the review process for the 2013 FAR review. Eight approaches have been identified, some are clearly not workable and very little modelling or detail has been completed to enable TLA's to accurately determine the impact on their respective organisations.

Council does not support any of the approaches proposed. We see no reason that the current FAR setting process be significantly changed from the current approach. **We would submit that the status quo for determining FAR be retained, and that the lower limit of 43% should be seriously considered for review as it gives an unfair advantage for the larger metropolitan areas.**

A noticeable aspect missing from the review is discussion of the construction and emergency funding assistance rates. Under the eight options, how are these proposed to be funded?

The emergency assistance rate is determined on a basis that takes into account need and ability to pay. The aim of the current approach for calculating the FAR for emergency works is to mitigate the impact of un-foreseen events on Council's road maintenance and reinstatement programmes. Mackenzie District Council support this approach.

Please contact the Council if you have any queries or require clarification of any points raised in this submission. Thank you.

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** MACKENZIE DISTRICT COUNCIL  
**SUBJECT:** REGIONAL STRATEGY AND POLICY FORUM  
**MEETING DATE:** 17 SEPTEMBER 2013  
**REF:** REG 4/5  
**FROM:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT**

To inform Council in relation to proposed regional collaboration in Strategy and Policy matters.

To seek Council support for Mackenzie District Council involvement in the proposed forum.

### **STAFF RECOMMENDATIONS**

1. That the report be received.
2. That Council endorse staff involvement in the Regional Strategy and Policy Forum.

WAYNE BARNETT  
CHIEF EXECUTIVE OFFICER

## **ATTACHMENTS:**

1. Draft Terms of Reference for Canterbury Regional Strategy and Policy Forum.

## **BACKGROUND:**

The concept of a collaborative approach to emerging strategy and policy matters was raised at the Canterbury Mayoral Forum and the Chief Executives Forum Group was tasked with progressing the establishment of a suitable method for implementation.

## **POLICY STATUS:**

Not Applicable.

## **SIGNIFICANCE:**

This decision is not significant in terms of Council's policy on significance.

## **ISSUES AND OPTIONS:**

There is strong support for a Canterbury Regional Strategy and Policy Forum from the Canterbury Mayoral Forum. The Forum will be developed and our Council has the choice of being involved or not.

There are significant potential advantages to Mackenzie District if we are involved these include:

- Access to resources
- Additional influence through regional submissions
- Strengthening of regional relationships

There will be staff time and travel costs associated with the Forum. Resource allocation and operating procedures will require ongoing management to ensure that the Forum delivers specific objectives and does not become a talk fest.

## **CONSIDERATIONS:**

There is currently a significant amount of legislative change being promoted by central government and it is unlikely that this will diminish in the near future. One of the major challenges for a small authority like Mackenzie District Council is allocating sufficient resource to effectively analyse and report on the implications of these changes. The result can be that opportunities for input are allowed to pass without our view being represented.

The opportunity to work collaboratively on strategy and policy issues will assist with the direct resourcing constraints that we face.

There are two potentially problematic outcomes if the Forum is not well managed.

If communication between the parties involved in the Forum is not effective and efficient many of the potential gains will be lost.

The second potential pitfall will occur if we are not proactive in the policy debate. This would result in the promotion of a combined position with our name attached but which may not reflect our true opinion.

It will be critical that the collaboration process is well managed and appropriately resourced.

### **CONCLUSION:**

The proposed collaborative approach to regional strategy and policy initiatives holds potential benefits for Mackenzie District Council. Efficiency and effectiveness gains are expected. There will be costs associated with the programme and careful monitoring will be required to maximise the overall advantage of the initiative.

## **DRAFT**

### **Terms of Reference**

#### **Canterbury Regional Strategy and Policy Forum**

##### **Background**

The Canterbury Mayoral Forum has endorsed a proposal by the Region's Chief Executive Forum that a Regional Strategy and Policy Forum be established to:

- Make the Canterbury voice heard
- Identify where we can work more effectively and efficiently together
- Provide support to smaller councils when assessing national and regional policy initiatives and the impacts locally
- Practice working together in the policy space that supports further joint initiatives.

The Forum will tend to focus on the larger strategic issues facing the region in light of ongoing Government policy development and matters of regional significance affecting local government and communities.

It is acknowledged that there are considerable differences in the size and capacity of Canterbury Councils and that can impact on their ability to contribute to the Forum and that sometimes it is inefficient for people to travel to meet.

For the Forum to be effective and efficient there needs to be:

- An ongoing clear resolve at a senior level within each Council to participate in the Forum, that is communicated to relevant staff within each organisation, and includes a commitment to respond to requests and issues within agreed timeframes;
- A key representative/contact (with an alternate) for each organisation who is responsible for ensuring ongoing participation and as issues/topics arise for identifying the appropriate person within each agency that will contribute/participate
- A secretariat/convening agency, acknowledged as such
- A drop box/shared workspace for e-doc distribution/joint document preparation

##### **Matters Subject to the Forum's Consideration:**

- National policy initiatives and announcements - providing analysis and jointly prepared submissions, where appropriate. This work needs to align with national policy development, such as via LGNZ, SOLGM, Ingenium, etc.
- Regional opportunities/initiatives in the strategy, policy and planning sphere
- Regional growth opportunities
- Integrated RMA plan development
- Continuing and extending the Canterbury Water Management Strategy.

## **Membership and Operation of the Forum**

All Canterbury Councils are invited to participate in the Forum. Participating Councils shall nominate a Forum member and an alternate.

The Forum members should meet in person at least quarterly, and via a conference call monthly to:

- identify emerging issues,
- allocate responsibility for co-ordinating responses, including forming sub-groups
- monitor progress, and
- agree key policy positions and submissions.

The Forum should also maintain regular electronic exchanges to consider issues and monitor progress and to exchange ideas, policy positions and submissions.

The Forum may allocate an issue(s) to a sub-group(s) of the Forum , which may include other Council staff, or another appropriate collaborative grouping among councils, to consider and develop a response(s). The sub-group(s) should periodically update the Forum.

It is acknowledged that not all Councils will be able to, or need to, contribute resources to considering every issue, but it is expected that every Council will make its representative available to participate in each Forum meeting.

The Forum may invite other agencies to participate in its consideration of strategy and policy issues, as the Forum considers appropriate.

Annually the Forum shall appoint a Chair from its membership. The Chair is eligible for reappointment.

Secretariat support will be provided by the Chair of the Forum's Council.

## **Decision Making and Representation**

The Forum will seek to make decisions by consensus. Issues can be forwarded to the Chief Executive Forum if consensus cannot be reached on significant issues.

In respect of national submissions all Councils agreeing to a submission will be named as part of the Canterbury Mayoral Forum submission. It does not preclude a Council from making a separate submission. The Forum needs to develop a timetable and mechanism that enables timely sign-off of submissions.

Forum member(s) may, from time to time, be required to present findings and submissions to the Chief Executive and Mayoral Forums, as well as help represent the Region at meetings of Select Committees and other decision making bodies.

## **Changes to the Terms of Reference**

The Forum may recommend changes to the Terms of Reference to the Chief Executive Forum.

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** MACKENZIE DISTRICT COUNCIL  
**SUBJECT:** MACKENZIE'S SCHOOL SCIENCE FAIR SPONSORSHIP  
**MEETING DATE:** 17 SEPTEMBER 2013  
**REF:** FIN 9/6  
**FROM:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

For Council to consider sponsoring the Mackenzie School's Science Fair by way of a grant to cover costs of hiring the Fairlie Community Centre on 20 and 21 August 2013.

### **STAFF RECOMMENDATIONS:**

1. That the report be received; and
2. That Council grants the Mackenzie School's Science Fair Committee \$298.20 to cover the cost of hire of the community hall, kitchen and heating for 20 and 21 August 2013; or
3. That Council declines grants the Mackenzie School's Science Fair Committee \$298.20 to cover the cost of hire of the community hall, kitchen and heating for 20 and 21 August 2013.

**WAYNE BARNETT**  
**CHIEF EXECUTIVE OFFICER**

**ATTACHMENTS:**

Original report to the Fairlie Community Board 28 August 2013  
Fairlie Community Board Resolution

**BACKGROUND:**

An application was received from the Mackenzie School's Science Fair Committee.

The application was considered by the Fairlie Community Board. They determined that the science fair is a district wide event and as such the grant should be assessed by council.

Council has \$47,000 budgeted for grants and has allocated \$9,300 to date.

**CONCLUSION:**

Council has been requested to determine the level of support it wishes to provide to the Mackenzie School's Science Fair.

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** FAIRLIE COMMUNITY BOARD

**SUBJECT:** MACKENZIE'S SCHOOL'S SCIENCE FAIR SPONSORSHIP TO COVER THE COSTS OF HIRING THE FAIRLIE COMMUNITY CENTRE

**MEETING DATE:** 28 AUGUST 2013

**FROM:** THE CHAIRMAN

### **PURPOSE OF REPORT:**

The Mackenzie School's Science Fair was held in the Fairlie Community Centre on the 20<sup>th</sup> and 21<sup>st</sup> of August 2013 and are hoping that as with last time, the Community Board are able to offer sponsorship as a monetary donation for the Science Fair (to cover the costs of hiring the Stadium).

Kitchen use (zip and cup of tea facilities only) @ \$7.50 a day for 2 days	\$15.00
Stadium hire for Tuesday 20 August @ \$19.00 an hour for 6 hours	\$114.00
Stadium hire for Wednesday 21 August @ \$19.00 an hour for 4 hours	\$76.00
Heating the Stadium @ \$15.30 a unit with 6.09 units used	<u>\$93.20</u>
Total cost	<b>\$298.20</b>

### **STAFF RECOMMENDATIONS:**

1. That the report be received; and
2. That the Fairlie Community board grants the Mackenzie School's Science Fair Committee \$298.20 to cover the cost of hire of the Community hall, kitchen and heating for the 20<sup>th</sup> and 21<sup>st</sup> of August 2013; or
3. That the Fairlie Community board declines the grant application of \$298.20 from the Mackenzie School's Science Fair Committee required to cover the cost of the Community hall, kitchen hire and cost of heating for the 20<sup>th</sup> and 21<sup>st</sup> of August 2013.

### **ATTACHMENTS:**

1. The letter of request the Mackenzie School's Science Fair Committee.
2. Completed grant application form.

**OWEN HUNTER**  
**CHAIRMAN**



Mackenzie School's Science Fair  
Angela Marshall  
St Joseph's School, Fairlie  
3 Gall Street  
Fairlie 7925

05 August 2013

Fairlie Community Board  
53 Main Street  
Fairlie 7925

Dear Sir/Madam

I am writing on behalf of the Mackenzie School's Science Fair Committee. Firstly thank you for your assistance in 2011 with providing sponsorship. Without on-going support from organisations the Biannual Science Fair wouldn't be able to go ahead.

The 2013 Mackenzie School's Science Fair is fast approaching and we are requesting sponsorship to help us with this event. We are hoping that as with last time, you are able to offer sponsorship as a monetary donation for the Science Fair (to cover the costs of hiring the Stadium) which we have booked for the 20<sup>th</sup> and 21<sup>st</sup> August 2013 in Fairlie.

The Science Fair offers opportunities for all the children in the Mackenzie District to develop their science questioning and investigative skills. It is a great event where children are able to display their ideas and see what others are learning and exploring. These students could be the scientists of our future!

Feel free to contact me if you have any enquiries at St Joseph's School Fairlie on 6858659. Thank you for your time,

Yours sincerely

Angela Marshall  
Treasurer  
Mackenzie School's Science Fair Committee



### APPLICATION FOR GRANT

1. Name of Organisation/Individual:

Mackenzie Schools Science Fair.

2. Address:

C/- St Joseph's School, Fairlie  
3 Gall Street, Fairlie 7925

Telephone: 03 6858659

Fax: 03 6858649

Email: principal@stjofairlie.school.nz

3. Contact Person: Angela Marshall

Position: Treasurer.

Phone: Business: 03 6858659

Phone: Home: 03 6858305

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

Other.

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

Yes/No Unsure.

6. Name of principal officers:

Chairperson/President: John Cruden

Secretary: Sue Mitchell

Treasurer: Angela Marshall.

7. State your organisation's purpose and objectives: To provide an opportunity for students in the Mackenzie District to participate in a Science Fair, both at a competitive and non competitive level.
8. How long has your organisation existed? At least 1999
9. Is your organisation responsible to or controlled by any other organisation/authority?  
Please specify: Twizel Area School, Mackenzie College, Fairlie Primary School, St Joseph's Fairlie, Albury School, Lake Tekapo School, Haldon School
10. What level of funding does your organisation request from the Mackenzie District Council? To cover the cost of hiring the stadium for two days. Mackenzie Kindergarten
11. State the purpose for which the grant is requested:  
Asura To cover the cost of stadium hire so that any other donations we receive can go towards prizes for winning exhibits.
12. State the number whom you expect will benefit from the grant you are requesting:  
Members: 8 staff members Others: Approx. 400 students from local schools
13. Has your organization received a donation during the past five years?  
☒ Yes ☐ No

If yes, please detail how your most recent donation was used	Received from	Year	Amount of Donation
Mt John Observatory	Prizes.	2013	\$100
Stadium Hire	Mackenzie District Council	2009	\$208
Prizes.	Alpine Energy	2009	\$150
		TOTAL	\$458

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

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

- This has not been done...

**DECLARATION**

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

Name: Angela Marshall

Position: Treasurer

Signature: a Marshall

Date: 10/08/2013

***The following extract from the minutes of the Fairlie Community Board, held on the 28 August 2013 at the Council Chambers in Fairlie.***

**1. APPLICATION FOR GRANT FROM MACKENZIE SCHOOL'S SCIENCE FAIR:**

The report from the Chairman is a request for sponsorship by the Mackenzie School's Science Fair, which was held in the Fairlie Community Centre on 20 and 21 August 2013, and are hoping as with last time, the Community Board are able to offer sponsorship as a monetary donation for the Science Fair (to cover costs of hiring the Stadium.

Kitchen use (zip and cup of tea facilities only) @ \$7.50 a day for 2 days	\$15.00
Stadium hire for Tuesday 20 August @ \$19.00 an hour for 6 hours	\$114.00
Stadium hire for Wednesday 21 August @ \$19.00 an hour for 4 hours	\$76.00
Heating the Stadium @ \$15.30 a unit with 6.09 units used	\$93.20
<b>Total cost</b>	<b>\$298.20</b>

The Board agreed that this is a Council issue as it relates to the District as a whole not just Fairlie; the Community Board receives it and always passes it to Council to decide.

**Resolved:**

1. That the report be received; and
2. That the Community Board passes the request to the Council, supported by the Community Board.

**Owen Hunter/ Les Blacklock**

# MACKENZIE DISTRICT COUNCIL

**REPORT TO:** MACKENZIE DISTRICT COUNCIL

**SUBJECT:** PHOTOGRAPHIC CONVENTION REQUEST FOR GRANT

**MEETING DATE:** 17 SEPTEMBER 2013

**REF:** FIN 9/6

**FROM:** CHIEF EXECUTIVE OFFICER

## **PURPOSE OF REPORT:**

To present a request for an additional grant to cover rental of the Tekapo Community Centre for a Photographic Convention on 3<sup>rd</sup> to 5<sup>th</sup> of October 2013.

## **STAFF RECOMMENDATIONS:**

1. That the report be received; and
2. That Council consider the further request from the Photographic Society.

**WAYNE BARNETT**  
**CHIEF EXECUTIVE OFFICER**

### **ATTACHMENTS:**

A letter of request from the Photographic Society (to be tabled at the meeting).

### **BACKGROUND:**

In January Council received a request form the Photographic Society to provide the Tekapo Community Centre free of charge for the Society's convention.

Council considered the request and resolved "that the Council recommends that the Tekapo Community Board budgets for a grant to the South Island Regional Photographic Convention Committee to cover the cost of hire of the Lake Tekapo Community Hall for the Convention to be at Lake Tekapo from 3 to 5 October 2013".

The request was forwarded to the Community Board and they resolved "sponsorship grant of \$500 to help offset costs of the Community Centre be donated to the Photographic Convention".

The Community Board have recently adopted a schedule of charges for the Centre under which the Society will need to pay \$300 per day for use of the Centre and \$50 per day for set up and pack up days. The total charge is expected to be \$1,000.

The Society have indicated that they have not known the extent of the rental until recently and these charges will exceed their budget. They have requested an additional grant from Council.

### **POLICY STATUS:**

Not applicable.

### **SIGNIFICANCE OF DECISION REQUESTED:**

This decision is not significant in terms of Councils policy.

### **ISSUES AND OPTIONS:**

Council has complete discretion whether to grant, partially grant or decline the request.

### **CONSIDERATIONS:**

There are no particular considerations associated with the request in excess of the detail outlined above. Council's grants budget for 2013/14 is \$47,000 and \$37,700 is currently unallocated.

**CONCLUSION:**

Council is requested to consider the provision of an additional grant to cover the rental of the Tekapo Community Centre for the Photographic Convention from 3<sup>rd</sup> to 5<sup>th</sup> October 2013.

## MACKENZIE DISTRICT COUNCIL

**REPORT TO:** MACKENZIE DISTRICT COUNCIL

**SUBJECT:** GENERAL ACTIVITIES REPORT

**MEETING DATE:** 17 SEPTEMBER 2013

**REF:** PAD 2/3

**FROM:** CHIEF EXECUTIVE OFFICER

### ACTIVITY REPORT

#### COUNCIL, COMMITTEE AND BOARD MEETINGS

26 August	Twizel and Tekapo Community Board meetings.
28 August	Fairlie Community Board meeting.
3 September	Committee meetings.
17 September	Council meeting.

#### OTHER MEETINGS AND ACTIVITIES

6 August	Attended Council meeting then in evening travelled to Tekapo with Electoral Officer to hold a Candidate Information Evening at the Tekapo Hall.
8 August	Met with Glenn Campbell and Linton from Whitestone. In afternoon met with the new General Manager of Waitaki Tourism.
9 August	The Asset Manager and I met with Murray Petrie from Opus International Consultants.
12 August	Travelled to Selwyn District Council in Rolleston and attended the CEO Forum and the CDEM Coordinating Group meeting.
13 August	Held Management Meeting.
14 August	Met with Mark Raffles.
16 August	Had a follow up meeting with the Strategic Planning Group.
19 August	Had a meeting regarding Old Library Café with George Rhind and the Architect.
20 August	Held Management Meeting.
26 August	Travelled to Aoraki Mt Cook with the Mayor. Met with Ray Bellringer from Mt Cook School and then Jason Neave from Mt Cook Residents Association. Held staff meeting at Twizel office. Attended Twizel and Tekapo Community Board in evening.
27 August	Held staff meeting for Fairlie staff. Later in afternoon met with Trish Willis.
28 August	Attended Fairlie Community Board meeting in evening.

29 August	Attended Sharepoint training. Travelled to Christchurch in afternoon with Mayor. Attended Mayoral Forum dinner in evening.
30 August	Attended Mayoral Forum, then CDEM Joint Committee meeting. Travelled back to Fairlie, then travelled to Timaru to attended the South Canterbury Business Excellence Dinner in evening.
2 September	Held Sharepoint meeting.
3 September	Committee meetings.
4 September	Travelled to Oamaru to attended Alps to Ocean Committee meeting.
5 September	Met Denzell Patterson.
9 September	Held Management Meeting and then Sharepoint meeting.
10 September	Meeting with Peter O'Neill, Timaru Herald Editor
11 September	Workshop with Managers to complete the Risk Assessment Template.
16 September	Held Management Meeting and then Sharepoint meeting.

**RECOMMENDATION:**

1. That the report be received.

WAYNE BARNETT  
CHIEF EXECUTIVE OFFICER

## Christchurch & Canterbury Tourism Report to Mackenzie District Council on Marketing Activity, September 2013

### Overview

Christchurch & Canterbury Tourism (CCT) agreed to provide core tourism marketing services for Mackenzie District Council (MDC) for the 12 months from 17 September 2012. This agreement was documented in a Memorandum of Understanding (MOU) between the two organisations.

It was agreed that there would be three reporting periods over this period. This document is the third and final report which includes all results for activity completed over the past year.

### Resource and Planning

As the first action CCT completed a small strategic review which involved CCT senior management time meeting with key industry stakeholders and also undertaking a quantitative survey of all Mackenzie based tourism operators. From this understanding the activity plan was formulated. It focused on the following touch points:



CCT appointed Annabelle Bray on a one-year contract as the Marketing Coordinator – Mackenzie District. As agreed, she worked 3 days per week and then full-time for the final three months with the focus to complete the activity described in the plan. She was home-based within the Mackenzie District.

### Breakdown by Activity

#### Overview

CCT completed all the activity that was described in the activity plan as part of the MOU within the budget that was allocated. The information below documents the activity undertaken as part of the activity plan and the outcomes of that activity.

### ***Industry Communications***

Communication with the Mackenzie Tourism Industry was recognised as one of the fundamental functions of the CCT role. The *Mackenzie Industry Update* has been sent fortnightly to a database of 252 tourism operators. Please note this includes those who operate their business in the region but are not physically based in the Mackenzie District. Recent content in the newsletters include:

- Trade opportunities and events
- Tourism New Zealand (TNZ) updates
- Advertising opportunities
- Mackenzie Tourism Operator Profiles and updates
- Online help and information
- Published Media results
- Adventure Tourism information
- Image update requests
- Awards and accolades presented to various operators

Since the commencement of the contract, the newsletter has been distributed 20 times with an additional five special notices to the database. Interaction with the newsletter by clicking on links sits consistently at approximately 40% which is considered a good level of engagement.

### ***Industry Training***

In addition to communication CCT aimed to have a physical presence via training and drop in sessions throughout the year.

November 2012	Topics covered: <ul style="list-style-type: none"> <li>• Introduction to the Marketing Activity Plan</li> <li>• Introduction to Online &amp; Trade</li> <li>• Presentation from the Department of Conservation</li> </ul>
June 2013	Topics covered: <ul style="list-style-type: none"> <li>• Introduction to the Domestic Winter Marketing Campaign</li> <li>• Introduction to Media</li> </ul>
September 2013	Topics covered: <ul style="list-style-type: none"> <li>• CCT results from the past year and the focus going forward</li> <li>• Ski TMN Results for the 2013 season</li> <li>• Update on the Domestic Winter Campaign</li> </ul>

### ***Online and Content Development***

#### **Website Development**

Improvements were made to the Aoraki / Mount Cook Mackenzie regional tourism website, mtcooknz.com and the new look site was launched on 15 July 2013.

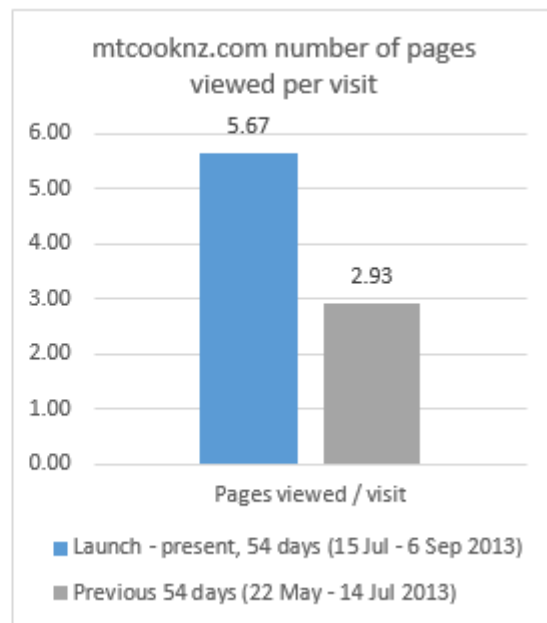
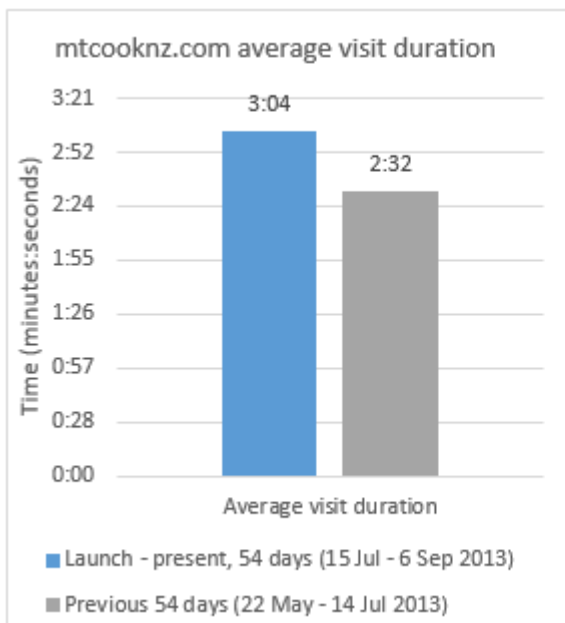
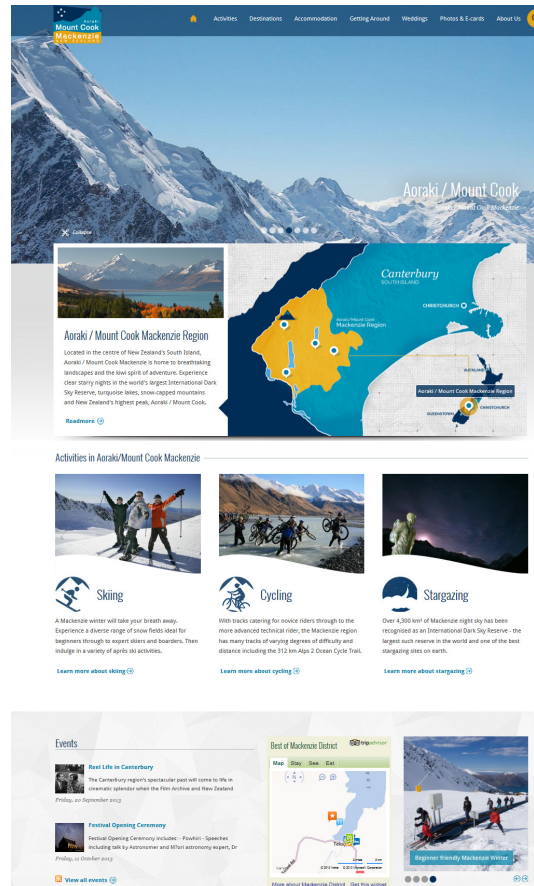
The site wide refresh involved redesigning templates for the homepage, internal pages and the operator listings. The redesign focussed on optimising the use of imagery and maps. Additional functions addressed included:

- Revisions to the trip planner and search tool
- Inclusion of an events rotator linking to Aoraki / Mount Cook Mackenzie events listed on eventfinder.co.nz
- Inclusion of Mackenzie Trip Advisor widgets – part of the project involved working with Trip Advisor to recognise Aoraki / Mount Cook Mackenzie as a region in Canterbury.
- Homepage advertising rotator

Site content was also revised with the inclusion of refreshed imagery and updated text.

### Website Analytics

Visits to mtcooknz.com over the period 17 September 2012 – 6 September 2013 have improved by 5% from the same period in 2011/12, increasing from 147,983 to 155,521 visits. Since the launch of the refreshed site user engagement with mtcooknz.com has grown. In the 54 days since the site launched, the average visit duration has increased by 21% and the number of pages viewed per visit has increased by 93%.



### Photo Shoots

Over the year two photo shoots took place in the region. The first in March focused on summer activities and the second in September focused specifically on the ski areas. The new images are being used for trade, media and the website.

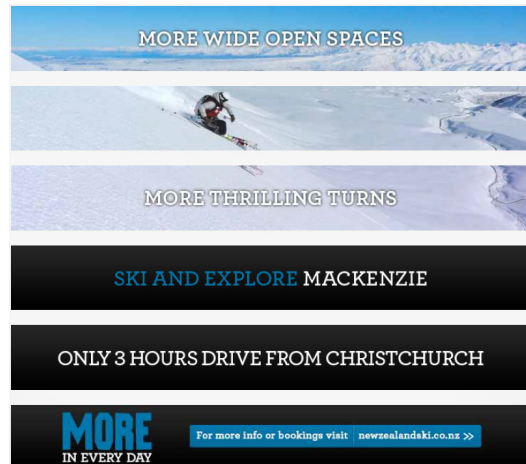
## Campaigns & Collateral

### Domestic Winter and Ski Tourism Marketing Network (Ski TMN) Campaigns

The collective investment for all winter activities in the Mackenzie District was \$50,000. This includes a budget allocation of \$14,500 and an industry investment of \$35,500. The focus for this activity was both the Australian market (through the Ski TMN) and domestic activity managed directly.

The four key operators of Ohau, Mt Dobson, Roundhill Ski Fields and Tekapo Springs led the investment with \$5,000 each and an additional 11 operators came on board with varying levels of investment.

The Mackenzie investment into the Ski TMN sat at \$25,000 for the year. This was part of a wider industry investment of \$500,000 which was then match funded by TNZ. The Mackenzie District was represented through predominantly online advertising (example attached) with a broader Ski New Zealand campaign taking place through television and outdoor mediums. All activity took place on the eastern seaboard of Australia.



The domestic Winter Campaign was developed through consultation with the key members of the Mackenzie Winter group. The focus was on Christchurch and Canterbury based families looking for a domestic winter holiday. All online media channels were managed by Chill Studio and included – Metservice, The Press, Chill, Family Times. Google adwords and Facebook advertising was managed by Hairy Lemon. There were two competitions in market targeting family experiences available in Mackenzie.

### South Island Road Trips Campaign

South Island Road Trips (SIRT) was a joint venture between TNZ and other Regional Tourism Organisations (RTOs) within the South Island. The SIRT campaign was in the Australian market from late January to March. The Mackenzie District content was designed to encourage free independent travellers to choose to travel through the Mackenzie District, encourage them to stop, stay longer and spend more. The SIRT campaign was primarily an online campaign. Mackenzie tourism operators had the opportunity to load a call to action 'deal' on newzealand.com. A number of the larger tourism operators' loaded significant deals to drive business to their accommodation or activity.

### Official Visitor Guide (OVG)

CCT managed the development of the OVG for the region incorporating Fairlie, Lake Tekapo, Mt Cook & Twizel areas. Beck and Caul were contracted to produce the 2012/13 guide as well as oversee the distribution throughout the year. Over 45,000 brochures were distributed throughout New Zealand and to trade businesses both domestically and offshore.

## Media Activity

During the year, 23 international media visited the Mackenzie District on familiarisation tours. 13 of which were TNZ International Media which CCT manages and are not included as part of the MDC budget. Please note the tick in the chart below where budget allowed this specific activity to take place.

Date	Company	Market	MDC Budget	Reach/ Readership	Location	Media Focus
Nov 2012	Lovely Planet Traveller	UK		60,000 readership in the UK plus 7 international editions	Mt Cook, Twizel, Omahau Downs and Lake Tekapo	Lord of the Rings landscape
Nov 2012	Welt (high quality national newspapers)	Germany		343,694 high-income, well-educated readership	Mt Cook and Twizel	Hobbit landscape
Nov 2012	Yao Chen Photo Shoot	China		25 million followers on twitter	Lake Tekapo	"100% Pure" campaign
Dec 2012	Australian Geographic	Australia	✓	530,000 readership	Mt Cook	Mt Cook component in feature
Jan 2013	Fodors.com (travel guide website)	USA		3.6 million unique users each month	Mt Cook and Fairlie	South Island road trip in RV
Jan 2013	Farifax Media	Australia	✓	Numerous publications plus online	Mt Cook	Sir Edmund Hillary component in feature
Jan 2013	The Press, The Christchurch Star, CTV	New Zealand	✓	Various	Mt Cook on AirNZ flight	Mt Cook features
Jan 2013	Avenues Magazine	New Zealand	✓	More than 46,000 copies published, 96,000 readership	Mt Cook	Mt Cook as a weekend destination
Feb 2013	AFAR – The Experiential	USA		900,000 print & web	Lake Tekapo and Mt Cook	Natural landscape &

	Travel Guide					experiences
March 2013	The Strait Times	Singapore		367,200 Print & web	Lake Tekapo and Mt Cook	Regional experiences
March 2013	New Idea	Australia and New Zealand		330,000 readership	Lake Tekapo	Sth Island family motorhome roadtrip
March 2013	Oriental Daily News / The Sun	Hong Kong		Print & web	Lake Tekapo and Mt Cook	Mt Cook feature
March 2013	UK Press Trip - Hobbit DVD Release	UK		Print	Lake Tekapo and Mt Cook	Hobbit landscape
March 2013	Shape Magazine	Australia	✓	50,000 per issue	Mt Cook	Healthier lifestyle – Travel section
June 2013	H&K Agency	China		Agency	Mt Cook	TNZ PR Agency in China
June 2013	Jeanswest photo shoot	Australia	✓	Campaign	Lake Tekapo and Twizel	Photo shoot youth market
June 2013	Apple Daily	Hong Kong		1,633,000	Lake Tekapo	Youth and Fun
June 2013	Ben Groundwater , Aus Freelancer	Australia	✓	Sydney Morning Herald Web	Mt Cook, Lake Tekapo	Winter Activities (Limited Story due to snow-in)
July 2013	North & South Magazine	New Zealand	✓	Print	Lake Tekapo	Night Sky
Aug 2013	Get Lost Magazine and Online	Australia	✓	20,000	Mt Cook, Lake Tekapo	Intrepid Travel with \$\$\$
Sept 2013	TNZ Photo & Video Shoot	International		Campaign	Mt Cook, Lake Tekapo	Night Sky, Big Scenery, Lakes, Mountains
Sept 2013	Lost at EMinor	Australia/ International		650,000 Online	Lake Tekapo	Ski/Activities

## ***Travel Trade Activity***

### TRENZ

In April 2013 TRENZ took place in Auckland. The Mackenzie District was represented by the Marketing Coordinator and four Mackenzie tourism operators. The Marketing Coordinator conducted 50 appointments over the three day period. In addition a pre-TRENZ famil was organised to showcase the region to TRENZ buyers.

### Trade Training and Familiarisations

Four activities were undertaken as part of general trade training and familiarisations funded by the budget. The focus for this activity was on the Australian market and Inbound Operators (IBOs) based in New Zealand. Activity included:

- Participation in the TNZ *Australian Market Insights* Workshops. This took place in March 2013 in Sydney and involved one-to-one business meetings with 18 key Australian travel companies.
- Participation in the RTONZ organised *Inbound Operator Workshop*. Held over 8-9 May, in Auckland this involved 44 appointments with IBOs. Both business meetings and training opportunities were included.
- Support of the ANZCRO *Winter Famil* which was led by key winter operators in the Mackenzie District. ANZCRO is the biggest Australian based wholesaler selling New Zealand product and the familiarisation allowed four key staff to visit the region to experience winter product for inclusion in their 2014-15 programme.
- Eight managers and directors from the leading Chinese market IBOs came to the Mackenzie District on a familiarisation in August. The itinerary included time in Mt Cook, Twizel, Lake Tekapo and Fairlie.

### Conference and Incentive

Two activities were undertaken as part of the budget to motivate the Conference and Incentive markets to consider the Mackenzie District. These included:

- Attendance by the Marketing Coordinator at MEETINGS. MEETINGS is the key Business Events trade show in New Zealand was held in late June in Auckland. The Marketing Coordinator stood as an additional delegate on the Christchurch & Canterbury Tourism Convention Bureau stand.
- Held in September Convene South was a smaller South Island only equivalent event focused primarily on the domestic market. The decision was made not to reallocate funds into the Marketing Coordinator attending this event. A pre-event familiarisation of domestic conference buyers was organised to leverage the district's exposure at the trade show. Eleven professional conference organisers attended this famil.

## Travel Trade Familiarisations

Other travel trade familiarisations continued to take place that were a collaboration between TNZ and CCT. Please note that these activities were considered business as usual for CCT and so not included in the agreed budget. Through the year the district hosted:

- TNZ Singapore Premium Famil – 5 pax, September 2012
- JTB Famil – 17 pax, October 2012
- TNZ Japan Regional Agents Famil – 14 pax, December 2012
- South China Product Managers – 10 pax, March 2013
- TNZ International Offices – 7 pax, April 2013
- UK Kiwi Famil – 14 pax, May 2013
- SOUTH Swallow Wang – 1 pax, August 2013
- TNZ Southern China Product Managers – 12 pax, August 2013
- TNZ South China Product Managers 2 – 12 pax, September 2013

## **Financial Breakdown**

The total budget for activity set out in the MOU was \$195,360. Please note this was inclusive of salary costs for the Marketing Coordinator and some of the items are fixed fee items that related to the CCT resource to assist ensuring these projects are completed. The actual costs were underspent by \$40,777.

Oct – Dec 2012 Quarter	\$38,064
Jan – Mar 2013 Quarter	\$32,580
Apr – June 2013 Quarter	\$30,938
July – Sept 2013 Quarter	\$53,000*
<i>Total</i>	<i>\$154,583</i>

\* Please note at the time of writing this report the budget was in the final stage of being reconciled for this quarter. This number is therefore an estimate and not the actual.

Rowan Townsend

General Manager Marketing – Christchurch & Canterbury Tourism

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** MACKENZIE DISTRICT COUNCIL

**FROM:** CHIEF EXECUTIVE OFFICER

**SUBJECT:** COMMUNITY BOARD RECOMMENDATIONS

**MEETING DATE:** 17 AUGUST 2013

**REF:** PAD 5

### **PURPOSE OF REPORT:**

To consider recommendations made by the Community Boards.

### **RECOMMENDATIONS:**

1. That the report be received.

#### **FAIRLIE COMMUNITY BOARD:**

2. **Application for Grant from Mackenzie School's Science Fair:**  
That Council considers the Community Board's resolution regarding sponsorship as a monetary donation for the Science Fair.

#### **Resolved:**

1. That the Community Board passes the request to the Council, supported by the Community Board.

**Owen Hunter/ Les Blacklock**

3. **Recommendation for Pedestrian Safety on Allandale Bridge:**  
That the Council notes the Community Board's resolution regarding suggestive speed sign removal and reinstatement back from the bridge.

#### **Resolved:**

1. That a letter to G Patterson to suggest that the 50km/h sign be moved back from the bridge to enhance the safety of the bridge, maybe back to Foxview Road

**Trish Willis/Graeme Page**

4. **Princes Street Trees:**  
That Council notes the Community Boards resolution gifting the Museum 8 planter boxes recently removed from Princes Street.

#### **Resolved:**

1. That 8 planter boxes are gifted to the museum as part of the Fairlie Community Board beautification programme.

**Les Blacklock/ Trish Willis**

5. **Village Green Trees:**

That Council notes the Community Boards resolution regarding removal of trees in the Village Green.

Resolved:

1. That the Fairlie Community Board declines the request to remove these trees; and
2. That the Fairlie Community Board agrees to remove selected trees to mitigate some of the nuisance and for the health of the trees; and
3. The Community Facilities Manager undertakes the work and responds to the writer; and
4. In this case the Community Board do not seek cost recovery for this work.

**Les Blacklock/ Owen Hunter**

6. **Moreh Home Water:**

That Council notes the Community Board resolution to rescind a grant previously resolved to Moreh Home in relation to excess water usage and charging.

Resolved:

1. That the resolution (from 12 June 2013) to grant \$2,000 to Moreh Home be rescinded.

**Graeme Page/Les Blacklock**

TEKAPO COMMUNITY BOARD:

7. **Lake Tekapo School:**

That the Council notes the Community Board's resolution.

Resolved:

1. that the Community Board grants the Tekapo School \$200 to contribute towards the cost of hiring the Community Hall for the Labour Weekend Jumble Sale. The normal Hall hire being \$400.

**Ian Radford/ Alan Hayman**

8. **Tekapo Hall Usage Policy:**

That the Council notes the Community Board's resolution.

Resolved:

1. That the Tekapo Community Board adopts the following definitions in relation to the usage of the Community Board.

- **Local User** Rates apply to Tekapo Community Ward ratepayers, not for profit organisations and rural Tekapo ratepayers.
- **Non Local** All other user except for commercial users.
- **Commercial Users** User who seeks to use the facility for financial gain whether local or non-local.
- **Setting Up** Provide for usage to set up the hall the day before an event. It does not include use of the kitchen other than for storage.

**Peter Munro/ Ian Radford**

TWIZEL COMMUNITY BOARD:

9. **Application for Road Signage from Twizel SADD Team:**

That the Council notes the Community Boards resolution.

Resolved:

1. That in principle we approve the sign subject to sign and measurements with approval of the piece of land to follow. With a 3 year expiry date and SADD maintain the sign once erected.

**John Bishop/ Phil Rive**

10. **Request from Twizel Area School Formal Committee:**

That the Council notes the Community Board resolution regarding Twizel Area School Formal:

Resolved:

1. That subject to the event going ahead the Community Board donates \$200 toward the DJ/Music for the event.

**Phil Rive/ John Bishop**

11. **Spooks Alley Tree:**

That Council notes the Community Boards resolution regarding removal of a tree in the greenway known as Spooks Alley.

Resolved: that the tree causing a nuisance in spooks alley be removed.

**Peter Bell/ Phil Rive**

**WAYNE BARNETT**  
**CHIEF EXECUTIVE OFFICER**

**ATTACHMENTS:**

- The minutes of the meetings of the Twizel and Tekapo Community Board held on 26 August 2013 and the Fairlie Community Board held on 28 August 2013.

**BACKGROUND:**

The Community Boards have made a number of decisions for the Council to note and/or consider.

**POLICY STATUS:**

N/A

**SIGNIFICANCE OF DECISIONS REQUESTED:**

No significant decisions are required.

**CONSIDERATIONS:**

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

This policy was amended on 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 A MEETING OF THE TWIZEL COMMUNITY BOARD HELD IN THE SERVICE CENTRE, TWIZEL ON MONDAY 26 AUGUST 2013 AT 3:39PM

### PRESENT:

Peter Bell (Chairman)  
John Bishop  
Phil Rive

### IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)  
Claire Barlow (Mayor)  
Garth Nixon (Community Facilities Manager)  
Keri-Ann Little (Committee Clerk)  
Pat Shuker (member of the public)  
James Lesley (member of the public)

### I APOLOGIES:

Resolved: apologies are received from Kieran Walsh and Elaine Curin.

**John Bishop/ Phil Rive**

### II DECLARATIONS OF INTEREST:

There were no declarations of interest.

### III LETTER FROM TWIZEL COMMUNITY BOARD MEMBER:

The Chairman tabled a letter received via email on 23 August 2013 from Board member Elaine Curin. The Chairman read Ms Curin's letter to the Board members, Council Staff and Visitors present. Ms Curin's letter is *Appendix A* of this record.

### IV LATE ITEMS:

The Chairman acknowledged two late items.

The first tabled by Mr Rive on behalf of the Twizel Area School Formal Committee asking the Board for a donation of money to help towards their school formal. This request is *Appendix B* of this record.

The second tabled by Cr Bishop in regards to removal of a Pine Tree in the Greenway known as Spooks Alley. This request was a letter signed by four residents from Hopkins Road, Twizel and was accompanied by a Doctor's letter from High Country Health Ltd regarding a resident's severe lung disease. Both of these documents are *Appendix C* of this record.

Resolved: that late items Request from Twizel Area School Formal Committee and Spook Alley Tree be accepted.

**Phil Rive/ John Bishop**

## V MINUTES:

Resolved that the minutes of the meeting of the Twizel Community Board held on 22 July 2013, including such parts as were taken with the public excluded, be confirmed and adopted as the correct record of the meeting, with the following corrections:

### **Matters Under Action**

*Matters under action items 1-9 removed.*

**John Bishop/Phil Rive**

### MATTERS ARISING FROM THE MINUTES:

The Chairman asked that matters under action to be updated and incorrect information removed.

Mr Rive asked for an update Ruataniwha Drive fencing. Mr Nixon said the length required is just over a kilometre with a cost of \$12,000 for the steel cable. This price is for driving posts and cable and approximately \$800 dollars for labour.

Cr Bishop informed the Board that the trees have been felled at the Golf Course, the new holes have been dug today and the new trees will be planted this afternoon.

### MATTERS UNDER ACTION:

#### 1. **Alleyways:**

Fencing will be completed before spring. Sufficient timber left over to carry out two more alleyways perhaps opposite Rhoboro Road and Mt Cook Street.

Resolved: to finish Mackenzie Drive Alleyway fences including opposite Rhoboro Road and Mt Cook Street opposite the School.

**Peter Bell/ John Bishop**

#### 2. **Town Projects:**

##### 1. Walkways:

Tekapo Drive from Mackenzie to Glen Lyon -

Front of Town from Ruataniwha to Ostler Road – *frontage is looking good.*

##### 2. Tekapo Drive:

Complete levelling and resowing - *Dave O'Neill will remove the big roots to get a better finish, seed organised and fertiliser which will be done in a week or two. Fertiliser still at the Chairman's, Mr Nixon will cancel the fertiliser ordered and use the fertiliser already available.*

Improve irrigation

Mulch trees

Supplement planting – *tree planting underway.*

##### 3. Lake Ruataniwha:

Bollard fencing – *quote received. See above notes also cable fencing around playground price does not include this. Included it would approximately another kilometre needed. Try and fit that in and the carpark at the rowing start.*

Tree felling

New road way

##### 4. Frontage Planting:

New planting on Glen Lyon Road – *Planting list*

Extent Doc plantings

5. Tree Planting:  
Golf Course – *planting completed*
  6. Greenway fencing – *Garth to commission next two green ways.*
  7. Cemetery:  
Tree removal and improvements:  
Gates at entrance/fenced off from Pony Club/Pedestrian gate into cemetery
  8. Stump grinding – *Dave will give a list of greenways needed stumped. Glen Lyon road requires work in regards to grinding stumps. A list needs to be made.*
3. Untidy section at 212 Mackenzie Drive, Twizel:  
*Mr Hole and the Chairman have spoken to the residents in question and believe they have made progress the residents have said they will remove the old cars out the front and all old cars will be stored out the back and they have taken down a lean too. The residents are working away with the Council and there is some incentive to tidy their property up. Mr Rive suggested constant monitoring and the Chairman agreed. The Residents are having some assistance from Russell Armstrong.*
4. Market Place Signs:  
*Are here and garth believed they were being installed. They should be underway shortly.*
5. Public Toilets:  
*The situation is will be spoken later in the meeting.*
6. Bike Lockup:  
*Keep in mind opportunities for A2O bike parking.*
7. Market Place Carpark Upgrade:  
*Cr Bishop asked for progress from Whitestone in regards to the Town Square/Market Place Carpark Upgrade. Cr Bishop suggest The Asset Manager keep onto Whitestone to make sure the upgrade is programmed in as Whitestone have voiced that they are very busy at the moment and the tender did say would be finished before the end of November.*

## VI **REPORTS:**

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

The Community Facilities Manager spoke to The Manager Finance and Administration's report for the Board for the period to June 2013, the purpose of which is to update Board members on the financial performance of the Twizel Community as a whole for that period.

This report was taken as read.

#### **Resolved:**

1. That the report be received.

**Peter Bell/ John Bishop**

The Chairman noted to the Board the Community is \$3360 in the black at the end of the financial year.

Cr Bishop enquired why \$24,000 had been spent on sewer treatment - have we brought any land.

The CEO said there has been some consultancy work completed but he will investigate this expense further.

Cr Bishop queried operational maintenance having a higher than anticipated cost from compliance schedule

Mr Nixon said this cost is from monitoring in the Community Centre of the fire alarms, security and building warrant of fitness.

## 2. APPLICATION FOR ROAD SIGNAGE FROM TWIZEL SADD TEAM:

This report spoken to by the Community Facilities Manager on behalf of the Planning and Regulations Manager.

The purpose of this report is for the Community Board to consider approving in principle the occupation of land zoned REC-P for the placement of a sign by Twizel Area School Students Against Drunk Driving (SADD) Team.

This proposal was discussed by the Council's Planning Committee on 30 July 2013. The resolution was that the matter should first be referred to the Community Board for their comment. The letter described the location of the proposed sign, but does not describe any detail of the sign.

The proposed site is REC-P; the placement of a sign would require resource consent and would be a discretionary activity.

Cr Bishop said it was discussed at the Planning Committee meeting the availability of a piece of land out from the Musters Hut that Frank Hocken owns, it is the narrow strip that comes out from the carpark and Mr Hocken is happy for the SADD group to use this piece to erect their sign. Cr Bishop did state however that he is concerned that there is no sign drawings or indication of the size of the sign.

The Mayor said the SADD group have someone prepared to work on the sign with them and that the sign size etc would be subject to Council's approval.

The Chairman suggest to the Board via the Planning and Regulations Manager that a time limit for completion is indicated and that the group made aware they will have to maintain the sign themselves.

Current ownership of the strip of land will be checked by the CEO while also clarifying the zoning of this land.

### Resolved:

1. That the report be received.

**Peter Bell/ John Bishop**

2. That in principle we approve the sign subject to sign and measurements with approval of the piece of land to follow. With a 3 year expiry date and SADD maintain the sign once erected.

**John Bishop/ Phil Rive**

## 3. WARD MEMBERS REPORT:

- ✓ Councillor Bishop said Council approved the sale of 41 Jollie Road in Twizel to the Camps for \$85,000, the Camps have accepted.
- ✓ Council have instructed Mr Haar and the CEO to discuss the Twizel oxidation ponds.
- ✓ Rex Miller's application to build his shed with consent required regarding residential 3 and 4 building setbacks, Council supported the recommendation by the Community Board to grant resource consent to Mr Miller and will review the building setback for residential 3 and 4 in the District Plan.
- ✓ Fairlie and Albury required roads repaired due to snow and flooding with a cost of \$200,000.
- ✓ Council approved to grant \$1,105.60 to Dene Madden which was the cost of the building consent to construct a Landsar & Coastguard facility in Twizel at the back of the Police Station.
- ✓ The Mayor met with Liz Stevenson Community Advisor from the Ministry of Social Development working towards funding a full time position to co-ordinate between the two resource centres providing assistance programmes and building capability across the district.
- ✓ Council declined Rob Hand, Chief Rural Fire Officer request to purchase his current vehicle for the Deputy Chief Rural Officer's use.
- ✓ Tekapo Community Board will discuss tonight a time and date for the opening of their facility.

#### 4. REPORTS FROM MEMBERS WHO REPRESENT BOARD ON OTHER COMMITTEES:

There was nothing reported.

## VII GENERAL BUSINESS:

### 1. REQUEST FROM TWIZEL AREA SCHOOL FORMAL COMMITTEE:

Mr Rive spoke to this late item stating he supports their application and said he would bring it to this meeting; explaining this is the only involvement he has.

Mr Rive provided some back ground information to the request saying it will cost \$1,000 to run the event, the Golf Club require a \$500 bond which the School would lend them with the obligation to pay for anything broken. Mr Rive said invitations have been extended to other local Schools to help tickets sales but at this stage they have not heard back nor have they from local business willing to donate funds. They are hoping to gather \$600 from ticket sales and fundraising. Mr Rive concluded by saying there have currently been no tickets sold and they currently have no money collected.

The Board agreed to the Committee needing to follow up with other sponsors, Schools and sell tickets and then come back to the Community Board.

Cr Bishop said the Board could support their application as it's not just an individual but it appears to me they haven't raised any money themselves but would personally be happy to provide some money subject to the event going ahead.

The Chairman said we do try to give to places or events that benefit Twizel but it isn't an individual person.

The Board agreed that a donation for the DJ/Music up to \$450 may be appropriate.

Resolved:

1. that the report be received.
2. subject to the event going ahead the Community Board donates \$200 toward the DJ/Music for the event.

**Phil Rive/ John Bishop**

Mr Rive will contact the Twizel Area School Formal Committee and inform them of the resolution.

2. SPOOKS ALLEY TREE:

Cr Bishop spoke to this late item and referred to the letter received from residents and the letter received from Dr Tim Gardner.

Resolved: that the tree causing a nuisance in spooks alley be removed.

**Peter Bell/ Phil Rive**

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4:43PM**

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

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

**Ali and Peter Bell**

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**From:** "Elaine Curin" <elaineintwizel@hotmail.co.nz>  
**Date:** Friday, 23 August 2013 6:39 p.m.  
**To:** "Peter Bell" <bellshoney@xtra.co.nz>  
**Subject:** Letter of explanation and apologies for last meetings of year.

Hi Peter,

Here is my explanatory note/letter, would you mind reading it for me at the next meeting. Many thanks.

I decided not to run for community board or council again. I feel that there are some excellent candidates running for council and I did not want to take any votes away from them. I also want to get stuck into some other aspects of wilding control and resurrect the Trust that I helped set up to do so. I want to focus on a few things well rather than be scattered over the place.

Letter for next board meeting.

To the community board and council members, I am sad to say that I will not be able to attend the last meetings of The Twizel Community Board for 2013. This is due to family health issues and a commitment to help my family in Australia. I offer my apologies in regard to this situation. Thankyou very much for all the help and support I have received and the experience of I have learned from being part of the board. Yours sincerely Elaine Curin

Thankyou very much Peter from Elaine

24/08/2013

Dear Twizel Community Board

A few senior students of Twizel Area School have taken up the huge task of organising a school formal from year 9 to year 13. As this is a non-profitable event, we were inquiring about a donation of money to help towards this event. We would like to ask for \$300 or an offer that you decide on.

Twizel Area School formal will be held at the Ben Ohau Golf Club on the 13th September 2013 from 7pm-11pm.

Our main sums of money go to these:

- Ben Ohau Golf Club - \$250 + \$500 bond
- Music - \$450

These two factors plus the cost of food, hire of decorations and printing of tickets/posters, has put us in a worrying state as it is a very large sum to get a hold of, being students trying to organise this around NCEA studies etc.

The school has come to the decision to pay for the bond of the venue, but wants the money back at the end of the event, so everything is down to fundraising from the students as the school will not lose any money because of their decision of money investing.

Years 11, 12, and 13 of surrounding schools are invited to the formal - Mackenzie Collage and Southern Area School Tournament schools (Catlins, Maniatoto etc), so the event should be a big kick off if all goes well with funds.

Adult supervision is going to be present, with the police being asked to do random breath-testing at the door. This event is taken seriously by the students and money donated will be thought of and spent wisely.

Yours Sincerely,  
Twizel Area School Formal Committee.

We the under-signed would like  
to request that the Twizel  
Community Board remove the Pine  
Tree in the Greenway known as  
Spooks alley.

Signed

McKerrow 43 Hopkins Road  
Pavani (34 Hopkins Rd) <sup>Turkey</sup>

W.T. Clement 37 Hopkins Rd.

Haddad 47 Hopkins Rd

## High Country Health Ltd

37 Tasman Road,  
Twizel, 7901  
New Zealand

Phone: 03 4350 777 Fax: 03 4350 789  
email: admin@twizelmed.co.nz

22 Aug 2013

To: Whom it may concern,  
Mackenzie District Council  
Twizel

Re: William Milton Crawford  
43 Hopkins Rd,  
Twizel  
Date of Birth: 25 Jul 1926 NHI: DLD1607

Dear Sir/Madam,

Milton suffers from severe lung disease- affected seasonally by the pollen from the large pine tree nearby. I support his request that this tree gets removed.

Yours sincerely,

  
Dr Tim Gardner

# **MACKENZIE DISTRICT COUNCIL**

## **MINUTES OF A MEETING OF THE TEKAPO COMMUNITY BOARD HELD AT TEKAPO COMMUNITY HALL, LAKE TEKAPO, ON MONDAY 26 AUGUST 2013 AT 7:00PM**

### **PRESENT:**

Murray Cox (Chairman)  
Alan Hayman  
Peter Munro  
Ian Radford

### **IN ATTENDANCE:**

Wayne Barnett (Chief Executive Officer)  
Claire Barlow (Mayor)  
Garth Nixon (Community Facilities Manager)  
Keri-Ann Little (Committee Clerk)  
James Lesley (Twizel Community Member)

### **I     APOLOGIES:**

Resolved: That apology is received from Cr Peter Maxwell.

**Ian Radford/Alan Hayman**

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

There were no Declarations of Interest.

### **IV    LATE ITEM:**

The Chairman tabled an email he had received on Tuesday 20 August from Lake Tekapo School regarding Community Hall hire during Labour weekend for the 12<sup>th</sup> Annual Jumble Sale.

Resolved: that late item Lake Tekapo School is accepted.

**Alan Hayman/ Ian Radford**

### **V     REMOVAL OF AGENDA ITEM:**

Mr Nixon informed the board that he had received an email from Canoe Slalom NZ (CSNZ) requesting to withdraw their application for a grant, which is an agenda item for tonight's meeting. CSNZ stated that there was no water in the Tekapo Whitewater Course making it impossible for them to use as a training course for their up and coming South Island National Performance and Development Squad.

## VI **MINUTES:**

Resolved that the minutes of the meeting of the Tekapo Community Board held on 22 July 2013 be confirmed and adopted as the correct record of the meeting.

**Alan Hayman/Ian Radford**

### **MATTERS UNDER ACTION:**

#### **1. Civil Defence:**

The Asset Manager will speak with the Civil Defence Officer regarding a civil defence plan for Tekapo; the Civil Defence Officer will liaise with The Chairman. *The Civil Defence Officer (CDO) is required to organise a meeting with controllers. Mr Hole to gather information onto a BSD stick. Mr Haar will follow up on Mr Gardner's (CDO) return. Chairman has spoken to Mr Hole and will speak with Mr Gardner*

#### **2. Review of Freedom Camping Bylaw and its Alignment with the Freedom Camping Act:**

This is an item on tonight's agenda.

#### **3. Community Hall:**

The Caretaker role has been handed over to Tekapo Weddings; Sharon Bins and Jane Staley in a form of a contract agreement and is awaiting response – Garth. Heating in the toilets; The Chairman will complete this and extra power points when he is up next.

*Car parking for Lake Tekapo Community Hall:*

It was noted that this issue was on-going and will be included in the Hall upgrade. Discussion about concept plan for the grounds later in the meeting.

*The Mound by the Tennis Courts – to be grassed:*

Tennis Court upgrade as part of the Community Hall upgrade and landscaping of the grounds. This will also be discussed later in the meeting.

#### **4. Landscaping and Walkway – Church of the Good Shepherd:**

The Asset Manager advised that the Manager –Roading had received a price of \$8,000 for the sealing of footpaths, and further prices were expected from Fulton Hogan. Mr Nixon, the Community Facilities Manager informed the Board at this stage other pricings had not been provided yet; therefore this was on-going.

#### **5. Lighting Ordinances:**

On-going progress made;

- Brochure was distributed with rates.
- Waiting for cartoon and graphics to return.
- Changes to Asset Manager re the lights.
- Lights downtown has now a cover on it that was a problem, Montheiths Bar and the light at the camp.

#### **6. Lochinvar Subdivision:**

Town maintenance – maintenance of Lochinvar subdivision, work has been carried out to bring the subdivision back up to standard. Mr Nixon is proposing a programme sign off when work has been completed. Mr Nixon will compile a programme for the Board to sight. *Mr Nixon sent the Chairman more information in terms of what maintenance should be carried out and requires more time to work with Mr Nixon coming back with a schedule – Agenda Item for next meeting.*

**7. Elections:**

Requires more work to make sure that the brochure looks better and in a better format so as many non-residents receive information and vote at the next elections.

**8. Council Owned Units:**

Mr Nixon updated the community board on behalf of Mr Morris saying that rental of the old post office building units for workers accommodation in Tekapo did not provide a good enough return. The Community Board feel disappointed with not having received information and would like a response as soon as possible

**9. Walkways and Cycleway:**

No reply as yet only just contacted them in the last few days, Mr Munro will develop a map on the track and see how much maintenance and work is required.

**VII REPORTS:****1. FINANCIAL REPORT – JUNE 2013:**

This report from the Finance and Administration Manager was spoken to by the Chief Executive Officer with the purpose to update the Board for the period to June 2013 on the financial performance of the Tekapo Community as a whole for that period.

Resolved that the report be received.

**Ian Radford/ Alan Hayman**

The Chairman asked if there is anything from Council that has occurred or carry overs that the Community Board need to be aware of.

The CEO said not that he is aware of.

Mr Radford asked total of CAPEX is negative \$117,000 for water supply.

The CEO said a lot of the capital is unbudgeted for the upgrade of the water supply and the effect on that is if it is just timing there will be nothing otherwise it will just be repayments.

Final cost of the Hall upgrade is estimated just under \$500,000 at the moment said Mr Nixon, which was where we thought it would be.

Town maintenance asked the Chairman.

Mr Nixon said it is favourable but is a little hairy with other contactors coming in and tidying up loose ends.

The Chairman asked if Tekapo Projects will be carried over.

Yes said Mr Nixon.

2. FREEDOM CAMPING BYLAW:

Resolved that the report be received.

**Ian Radford/ Alan Hayman**

NZMCA has advised that a template has been drafted but it is not yet ready to be made public as they are still waiting on final acceptance of their draft by Local Government NZ (LGNZ) and Department of Conservation (DoC), however, they hope to be able to send out the document out to all local authorities before the end of the month.

It is recommended that once the document is provided by NZMCA that is able to be made public and has been approved by LGNZ and DoC, that this is put before the Community Board for further discussion.

3. LAKE TEKAPO SCHOOL:

This late item tabled by the Chairman is regarding the 12<sup>th</sup> Annual Jumble sale which is held as a fundraiser for Tekapo School on Labour weekend at the Tekapo Community Hall. Tekapo School is asking if the community board can subsidise or reduce the hall fee.

This email is *Appendix A* of this record.

Resolved: that the Community Board grants the Tekapo School \$200 to contribute towards the cost of hiring the Community Hall for the Labour Weekend Jumble Sale. The normal Hall hire being \$400.

**Ian Radford/ Alan Hayman**

4. TEKAPO HALL USAGE POLICY:

This report from The Community Facilities Manager regarding definitions for appropriate usage.

**Ian Radford/ Alan Hayman**

Mr Nixon spoke to his report.

Mr Radford asked Mr Nixon regarding the account Mr Crowe received from the Council for hire of the Kitchen adding Mr Crowe will no longer be using the Kitchen. We need to discuss whether we revisit the cost set for hiring the Kitchen.

Mr Nixon spoke to the background of the account rate. Explaining to Mr Crowe the cost of use of an hourly basis as \$50 an hour was decided and agreed to. Mr Nixon was concerned about the usage and “takeover of the kitchen” they stored their food and equipment in the kitchen and heavily used the kitchen and dishwashing liquid as well as the refrigerators were constantly in use and running.

The CEO said is it better putting a limit of \$50 an hour with the maximum of \$500 a day.

The Chairman said this is what we don't want a commercial set up and using the Kitchen as their base.

Mr Munro said lights were left on in and out of the building while Mr Crowe was hiring the facility.

Mr Munro said it is about refining the definitions as outlined in Mr Nixon's report.

Mr Munro said we have agreed to the fees and charges for the Hall for a year.

Mr Nixon said we are early on in the process and if you would like to review the fees this is a possibility.

The Chairman said another possibility is asking the new appointed Caretakers to review and provide the board with feedback on their views.

The Chairman said perhaps a better option in regard to Mr Crowe's usage problem is to return to Mr Crowe and ask what he is prepared to pay for long term use or a year's usage.

Resolved:

1. That the Tekapo Community Board adopts the following definitions in relation to the usage of the Community Board.
  - **Local User** Rates apply to Tekapo Community Ward ratepayers, not for profit organisations and rural Tekapo ratepayers.
  - **Non Local** All other user except for commercial users.
  - **Commercial Users** User who seeks to use the facility for financial gain whether local or non-local.
  - **Setting Up** Provide for usage to set up the hall the day before an event. It does not include use of the kitchen other than for storage.

**Peter Munro/ Ian Radford**

Mr Nixon was asked to define acceptable usage standards for the facility.

Options for a key lock in regards to casual parking out the front of the hall by the Kitchen entrance was also discussed.

5. WARD MEMBER'S REPORT:

There was no ward member's report due to Councillor Maxwell's absence from the meeting.

6. REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES

Mr Munro said the footbridge had the AGM last week and launched the buy a plank campaign. Tenders have been called and appear to be over what is required. A Million dollars has been raised and we are almost there.

Whitewater Trust has been halted by Genesis Energy as the river level is so low currently as they are taking out PowerStation maintenance from November to January and then will start the Canal repairs.

The Chairman reported on the regional park. We are getting close to an agreement with ECAN and LINZ and the NZMCA are working with ECAN over next year's work plan and the money available.

Peter Munro said the Alpine Trust's new South Opuha Hut has received its code compliance certificate and official opening is on 16<sup>th</sup> of November 2013 at the Hut, if it can be organised.

## **VIII GENERAL BUSINESS:**

### **1. DISCHARGE PERMIT APPLICATION – TEKAPO VILLAGE CENTRE:**

The Chairman said the Community Board has been asked to sign off the discharge permit for the Tekapo Village on the foreshore and want to put one more swale in at the front of the mini golf around the domain and carry out landscape.

The Chairman will locate the permit and the signing of this will have to be undertaken at another time.

### **2. TEKAPO PLANTATION – SECTION A LANDSCAPING:**

The Chairman spoke to this agenda item accompanied by a map which is *Appendix B* of this document.

The Chairman met with Kevin O'Neill, Forestry Manager and discussed Section B.

Discussion regarding the walkway route, the decision required whether to go ahead and make a track along the black walkway route and whether the Board want to plant as is or another option.

Mr Nixon said if the Community Board is happy with this plan do we take this back to the Community to get some buy in in terms of planting and maintenance.

The letter from Colin Maclaren was tabled by the Chairman. Mr Maclaren's letter and map are *Appendix C* of this record.

The Chairman said that Mr Maclaren has been notified of the Forestry Board's decision.

The Chief Executive Officer said he will draft a letter of response to Mr Maclaren clarifying the Forestry Board and Community Board's decisions.

The Chairman recommends returning to Anne Braun-Elwert asking her to compile a group to meet with Board members to discuss Section A replanting.

Mr Nixon will return to the board with a meeting date and time.

3. COMMUNITY HALL LANDSCAPING PLANS:

The Chairman said the landscape designs have been received from Boffa Miskell and asks the board members to review and consider the plans for the discussion for the next meeting and asked any feedback in the meantime please forward onto him.

The plans are *Appendix D* of this record.

Mr Radford said that extra parking and available land needs to be investigated regarding land opposite the Hall that is currently for sale.

The CEO stated he would look into this regarding zoning and reserve land and report back to the Chairman.

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9:17PM**

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

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

**Murray Cox**

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**From:** Matt & Sue Lanyon [matsue@xtra.co.nz]  
**Sent:** Tuesday, 20 August 2013 2:04 p.m.  
**To:** 'murray'  
**Subject:** Fundraising Events held at Community Hall

Hello Murray,

This is a reminder of my enquiry regarding the fees for the Lake Tekapo Community Hall.

Lake Tekapo School is wanting to hold its 12<sup>th</sup> Annual Jumble Sale at the Community Hall this Labour weekend. The hall is a wonderful venue for such an event, and is recognised by the community as a repeat location for the Jumble Sale.

My query is regarding fees now that the hall has been renovated. Obviously as a fundraising event, Lake Tekapo School needs to keep its costs as low as possible.

As a none-profit organisation and for other such fundraising events the community may wish to hold, my question is, will the hall have a reduced fee in order to make these events worthwhile?? In previous years the school has paid approx \$150 for the hall hire for its entire Jumble Sale event.

Yours Susannah Lanyon



Waukegan Road

Flax

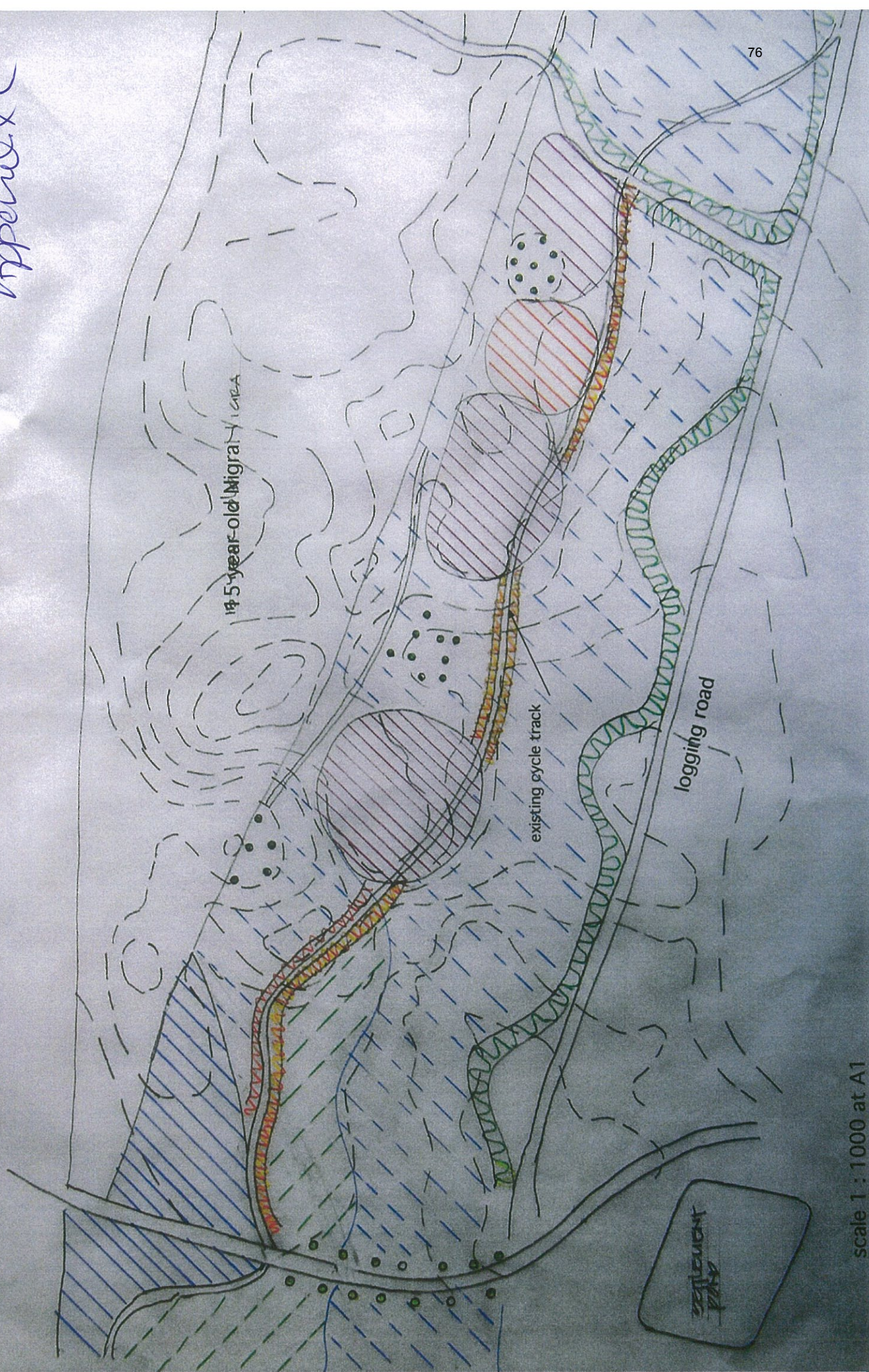
Perennial ravena screening Birch, Ribbon wood, Kauri

Specimen tree planting - Turkey Oak, English Oak Blue Cedar large spacing keep open feel

# Tree Planting Layout Block B

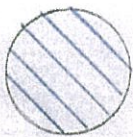
Recreational P Zone Lake tekapo

Appendix C

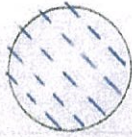


# Appendix C

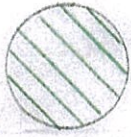
LEGEND:



CORDICAN PINE  
(PINUS NIGRA)  
existing trees

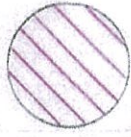


CORDICAN PINE  
new trees



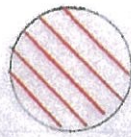
COULAS FIR  
(PSEUDOTSUGA KENZIEI)

shaded and moist side of existing nigra  
excellent timber, already growing L Tekapo



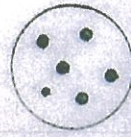
CEPUS DEODORA  
HIMALAYAN CEDAR

does not readily seed, similar growth rate to nigra  
already growing in regional park, excellent finishing timber,  
tolerates dry 6 m centres



INCENSE CEDAR  
(CALOCEDRUS DECCENS)

does not readily seed, tolerant of hot/dry conditions,  
excellent finishing timber, needs water during dry to establish roots.  
hardiness zones 5A - 8B L Tekapo 7B 6 m c/s



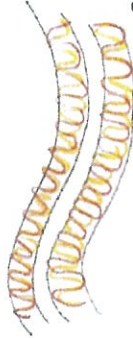
DEODIA GILGANTERI

does not seed, juvenile trees excellent finishing timber, spectacular form  
already growing in L Tekapo, needs watering during dry  
first 2 years 8 m c/s rabbit protection



TURKEY OAK  
(QUERCUS CERRIS)

tolerant of dry and exposure, colour in autumn, useful timber,  
growing in L tekapo, does not seed readily 8 m c/s



EUROPEAN LARCH  
(LARIX DECIUA)  
colour in autumn, durable timber,  
straight growing hybrid  
4.0 c/s



DEUTIA PENULA  
or ACEK RUBRA  
colour in autumn, contrasting foliage in  
summer, already growing L Tekapo,  
hardy & tolerant dry  
4.0 c/s

Water system - mobile tank with pumped spray system first 2 summers

23 AUG 2013

Appendix C

# colin j. mac laren architect

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

The Lake Tekapo Community Board  
C/O Mackenzie District Council  
Main St  
Fairlie

21 August 2013

Dear Mesdames/Sirs

Re: Forest on the South side of Murray Pl Lake Tekapo

At the last Community Board meeting on 22 July 2013 a motion was passed that I should draw up a scheme for amenity planting in the area of the Block B forest. Please find enclosed a copy of my plan which was presented to the Forest Board Chairperson and the Chairperson of the Community Board.

I was contacted by the Forest Board Chairman and told that they are not interested in any diversification of forest species and will be planting a Corsican pine forest. They have allocated \$10,000 towards the replanting of Block A and feel that is sufficient.

The Community Board Chairman I believe had not contacted the other Board Members so had no clear comment to make.

My reasons for suggesting diversification are because:

1/ there is an increasing demand for timbers other than pinus radiata and corscian for a more diverse range of uses other than just building framing and fencing.

I refer to the journal of the NZ Forest Growers Association latest publication.

2/ By planting a monoculture forest of Corsican you are perpetuating the **wilding pine** problem our ancestors created by planting trees which seed. In my planting proposal I have deliberately selected some species which do not readily seed .


The Lake Tekapo Enhancement Society is intending to make a submission to the

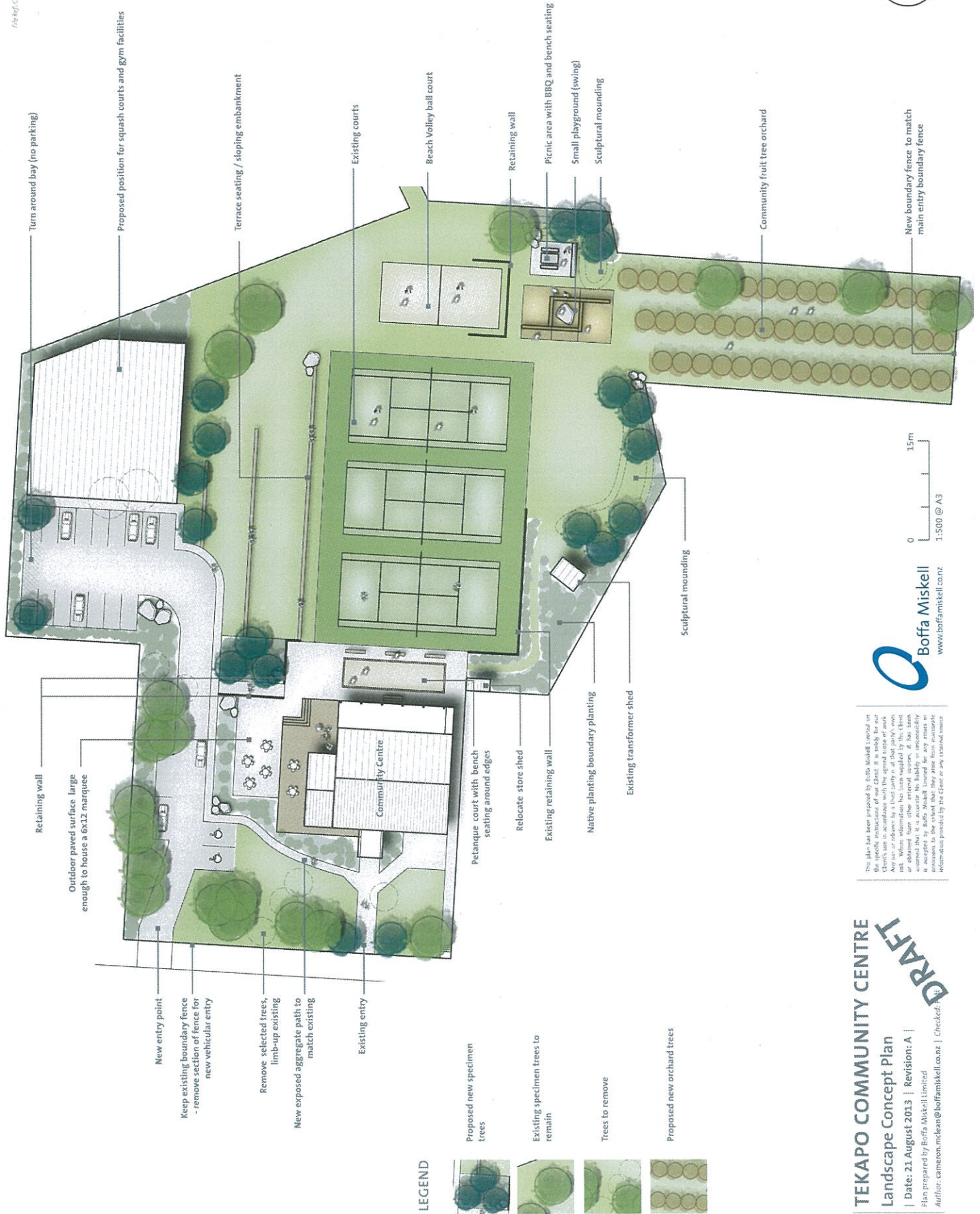
1 of 2

35 Lochinver Avenue P.O. Box 109 Lake Tekapo  
phone (03) 680 6669 fax (03) 680 6661 e mail colinjmac@xtra.co.

Genesis Community Fund to finance planting an avenue of trees along the road to the Recycling Centre and also an area of long lived tree specimens along the west side of the Cemetery to enhance this plantation area.

Yours sincerely,  
Colin MacLaren

A handwritten signature in black ink, appearing to be 'Colin MacLaren', with a long, sweeping horizontal stroke extending to the right.



This plan has been prepared by Boffa Miskell Limited on the specific instructions of our Client. It is only for use for the specific instructions of our Client. It is not to be used for any other purpose without the prior written consent of Boffa Miskell Limited. We do not accept any liability for any loss or damage, whether direct or indirect, arising from the use of this plan, whether or not such loss or damage is foreseeable. The Client is responsible for obtaining all necessary permissions and consents for the implementation of the plan. The Client is responsible for ensuring that the plan is implemented in accordance with the instructions provided by the Client or any relevant authority.



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**TEKAPO COMMUNITY CENTRE**  
**Landscape Concept Plan**  
Date: 21 August 2013 | Revision: A |  
Plan prepared by Boffa Miskell Limited  
Author: cameron.mclean@boffamiskell.co.nz | Checked: [signature]



Play facilities



Petanque court



Outdoor Volleyball court



Natural play





Terraced seating



Earth mounding



BBQ facilities



Multi use space



Community orchard



Community involvement

# MACKENZIE DISTRICT COUNCIL

## MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON WEDNESDAY 28 AUGUST 2013 AT 7.00PM

### PRESENT:

Owen Hunter (Chairman)  
Cr Graeme Page  
Les Blacklock  
Trish Willis

### IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)  
Garth Nixon (Manager Community Facilities)  
Paul Morris (Manager Finance and Administration)  
Julie Hadfield (Executive Support) left at 8:42pm  
Keri-Ann Little (Committee Clerk)

### I APOLOGY:

Resolved that an apology be received from Ron Joll

**Les Blacklock/Graeme Page**

### II DECLARATIONS OF INTEREST:

There were no declarations of interest.

### III MINUTES:

Resolved that the minutes of the meetings of the Fairlie Community Board held on 17 July 2013 be confirmed and adopted as the correct record of the meeting. Slight changes alerted to Committee Clerk by Miss Willis previously to complete (page 4,5,6 – objection to be noted of Miss Willis in 5<sup>th</sup> paragraph:

*Miss Willis does not agree with the opinion of Mr Nixon's stating the pool is covered and therefore less people visit due to that.*

**Graeme Page/Les Blacklock**

### MATTERS ARISING:

#### **CHAIRMAN**

#### **Fairlie Western Catchments Project**

Asset Manager – Bernie Haar will liaise with Chairman Owen Hunter to confirm a date for a Public Consultation Meeting. It was noted that Cr Page will be unavailable from the 4<sup>th</sup> of May and is requested that the meeting date reflect this. The Asset Manager will also organise a refresher session for existing Community Board members and Council Staff as well as an informative session for new Community Board Members. The Asset Manager said this will be achieved with the aid of a PowerPoint presentation. No date been set yet for a public meeting.

*Cr Page said 4<sup>th</sup> of May has been and gone, if we want a meeting before elections we need to set a meeting. The Chairman said they will set a date for a public meeting at the end of this meeting.*

### **Allandale Bridge – Walkway**

Bernie Haar – Asset Manager with Suzy Ratahi, Roding Manager met with NZTA in February regarding the Allandale Bridge Walkway and the response given was that there would need to be more incidents of close accidents and more use of the side of the bridge by residents. *Miss Willis asked could there be a system so that the Board knows about any incidences so that Council can report to NZTA or whoever. Miss Willis suggested a reporting system is made available for the community to use so that Council can accumulate a record of any incidents.*

### **Resolved:**

1. that an article be published in the Accessible asking the community to supply incidences regarding the Allandale Bridge Walkway.
2. that a database is compiled by the Enhancement Board of incidences and reported back to the Community Board.

**Owen Hunter/ Graeme Page**

## **COMMUNITY FACILITIES MANAGER**

### **SH 79 Approach to Fairlie – Signage**

*Mr Nixon has had discussions with RTL – it needs to be a bit more permanent as when you print the sign it is going to cost each time to print it. Fairlie Promotions has the money to have it printed. Still need to come up with a picture thinks it should be Fairlie Promotions to come up with that. Miss Willis would like to see a recommendation from the Community Board as to what will be on it. The Chairman said that had been done already. Miss Willis pointed out that signage is very important as it came through those discussions last year for promoting the area. Mr Nixon says there have been some options of photos. He has been dealing with A Grey (Fairlie Promotions) along with Mr Joll and Maria Prince who were tasked to come up with an idea but as yet, not has put anything forward. Miss Willis said it needs to be resourced properly as it is very important to get it right. Mr Nixon said they have a theme idea but haven't come up with a final idea. Miss Willis would like to see a range of ideas and use a body that is experienced in promotion – CCT, ADBT etc The Chairman stated that NZTA has to approve the sign – they have approved the concept of a sign but have rules about size of words etc. Fairlie Promotions needs to come up with ideas for the Community Board to approve and then to approach NZTA. Cr Page suggested using the Fairlie Photographic Society to come up with ideas. The sign will be changed periodically and will not be used as a branding. Miss Willis asked if the CEO could run it past CCT to get an opinion of what they think it's appropriate for what is wanting to be achieved. CEO said yes he could do that.*

### **Moreh Home Trust Board – Excess Water Rates**

This is an agenda item at tonight's meeting.

### **Planter Boxes:**

Mr Nixon raised planter boxes – enquiry from the museum wondering if they could use some of them to pretty up their entrance way. Mr Nixon felt that if the Community Board agreed, giving them to the museum rather than sell them – 8 or so. To be discussed later this meeting.

#### **IV      GENERAL BUSINESS:**

##### **1. APPLICATION FOR GRANT FROM MACKENZIE SCHOOL'S SCIENCE FAIR:**

The report from the Chairman is a request for sponsorship by the Mackenzie School's Science Fair, which was held in the Fairlie Community Centre on 20 and 21 August 2013, and are hoping as with last time, the Community Board are able to offer sponsorship as a monetary donation for the Science Fair (to cover costs of hiring the Stadium.

Kitchen use (zip and cup of tea facilities only) @ \$7.50 a day for 2 days	\$15.00
Stadium hire for Tuesday 20 August @ \$19.00 an hour for 6 hours	\$114.00
Stadium hire for Wednesday 21 August @ \$19.00 an hour for 4 hours	\$76.00
Heating the Stadium @ \$15.30 a unit with 6.09 units used	\$93.20
<b>Total cost</b>	<b>\$298.20</b>

The Board agreed that this is a Council issue as it relates to the District as a whole not just Fairlie; the Community Board receives it and always passes it to Council to decide.

##### **Resolved:**

1. That the report be received; and
2. That the Community Board passes the request to the Council, supported by the Community Board.

**Owen Hunter/ Les Blacklock**

##### **2. RECOMMENDATION FOR PEDESTRIAN SAFETY ON ALLANDALE BRIDGE:**

This report from Community Board member Trish Willis was accompanied by a memo outlining Ms Willis recommendations regarding pedestrian safety on the Allandale Bridge.

##### **Resolved:**

1. That the report be received

**Les Blacklock/ Owen Hunter**

The CEO suggested that after the election with the new Community Board, discuss the ins and outs to what can and cannot be done.

Miss Willis said it would be good to try and do something like 'slow down on the bridge'.

The Chairman stated that we do not have control of the bridge as it is NZTA's ground.

Cr Page agreed that the 50km/h sign be taken back over the other side of the bridge might be a possibility.

Resolved: that a letter to G Patterson to suggest that the 50km/h sign be moved back from the bridge to enhance the safety of the bridge, maybe back to Foxview Road

**Trish Willis/Graeme Page**

Enhancement Board are happy to be the central collection point for issues.

Miss Willis asked that a note for the Accessible be drafted up to let everyone know this and the Chairman agreed.

### 3. ENHANCEMENT PLAN FOR CHRISTMAS 2013:

This verbal report from Community Board member Trish Willis.

Miss Willis spoke about the meeting that was held and Anne Thomson was going to put together a list of things that would like to have happened for Christmas. Miss Willis suggested it come later to another meeting.

### 4. COMMUNITY ORGANISATION/TRUSTS/SOCIETIES DELEGATION DECISION MAKING THAT AFFECTS COUNCIL:

This report a verbal report from Community Board member Trish Willis.

Districts Promotion Trust – signage, marketing and promotion from the forums showed it was important and request for a professional body to overlook it as mentioned earlier.

### 5. PRINCES STREET TREES:

Resolved: that the report be received.

**Les Blacklock/ Trish Willis**

The Chairman asked what is happening in respect to the Princes Street Trees that were removed along with the planter boxes on Princes Street.

Mr Nixon said he has found homes for 10 trees up Princes Street and Whitestone will be instructed to plant them. The trees survived the winter okay and the best ones will be chosen for planting.

Mr Nixon said the Museum would like 8 planter boxes to use on either side of the pathway on Alloway Street.

Resolved: that 8 planter boxes are gifted to the museum as part of the Fairlie Community Board beautification programme.

**Les Blacklock/ Trish Willis**

Mr Nixon will follow up with others to see if he can sell the rest.

Miss Willis suggested using 4 of them in the carpark opposite the Old Library Café and uses something vibrant in them.

The CEO pointed out that there is a water main in that area so need to appreciate issues of roots etc.

The Chairman said the Board will go with the museum now and look at the carpark suggestion after that.

## **V     REPORTS:**

### **1.   FINANCIAL REPORT – JUNE 2013:**

This report from the Manager – Finance and Administration is the financial report for the Board for the period to June 2013, the purpose of which is to update Board members on the financial performance of the Fairlie Community as a whole for that period.

Mr Morris spoke to any significant variances.

Resolved that the report be received.

**Graeme Page/Les Blacklock**

### **2.   VILLAGE GREEN TREES:**

This report from the Community Facilities Manager is with the purpose of the Community Board to consider a request from residents to remove trees from the Fairlie Village Green.

The board requested that Mr Nixon assess trees to see what can be removed and thinned to reduce the leaf problem, it was noted at least four trees could go to help the remaining trees grow properly.

Resolved:

1. That the report be received; and
2. That the Fairlie Community Board declines the request to remove these trees; and
3. That the Fairlie Community Board agrees to remove selected trees to mitigate some of the nuisance and for the health of the trees; and
4. The Community Facilities Manager undertakes the work and responds to the writer; and
5. In this case the Community Board do not seek cost recovery for this work.

**Les Blacklock/ Owen Hunter**

### 3. STRATHCONAN SWIMMING POOL SURVEY:

This report from the Community Facilities Manager was to present the results of the Strathconan Swimming Pool Survey.

Resolved that the report be received.

**Les Blacklock /Trish Willis**

Mr Nixon asked for a reaction to the survey results and to where the Board wants to go with the results, given that there are aspects there that cannot be changed.

Mr Nixon is in talks with a possible pool supervisor for the new season.

Mr Nixon asked if the Lions Club could contribute to any of the funding.

The CEO said the survey was a good idea and served as a useful tool.

### 4. MOREH HOME WATER:

The purpose of this report from the Chief Executive Officer was to update the Board in relation to excess water usage and charging at Moreh Home.

Resolved:

1. That the report be received.
2. That the resolution (from 12 June 2013) to grant \$2,000 to Moreh Home be rescinded.

**Graeme Page/Les Blacklock**

### 5. OLD LIBRARY CAFÉ UPDATE:

This report from the Chief Executive Officer was to update the Community Board on the Old Library developments.

Cr Page said Council wanted to know if the building could be salvaged before funding a new design for the building.

Cr Page suggested an open day for the public to see the damage inside.

Resolved:

1. That the report be received.

**Graeme Page/ Trish Willis**

### 6. WARD MEMBER'S REPORT:

Cr Page reported Whitestone utilities contract has been signed and that Alpine Energy is going into smart metering.

7. REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

There were no further reports from members.

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9:05PM**

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

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

## **MACKENZIE DISTRICT COUNCIL**

### **MINUTES OF A MEETING OF THE PROJECTS AND STRATEGIES COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 3 SEPTEMBER 2013 AT 1:35PM**

#### **PRESENT:**

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

#### **IN ATTENDANCE:**

Wayne Barnett (Chief Executive Officer)  
Bernie Haar (Asset Manager) left at 2:51pm  
Geoff Horler (Utilities Engineer) left at 2:51pm  
Angie Taylor (Solid Waste Manager) left at 2:01pm  
Garth Nixon (Community Facilities Manager) from 2:51pm  
Keri-Ann Little (Committee Clerk)

#### **I     INTRODUCTION:**

Mr Haar, Asset Manager introduced the new Utilities Engineer to replace the recently vacated position. Welcome Geoff Horler, Geoff has been working for Hurunui District Council for eleven years and brings a lot of experience in maintaining and operating water schemes in particular.

#### **II     APOLOGY:**

There were no apologies.

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

There were no Declarations of Interest.

#### **IV     MINUTES:**

Resolved that the Minutes of the meeting of the Projects and Strategies Committee held on 30 July 2013, including such parts as were taken publicly excluded.

**Annette Money/ Claire Barlow**

Matters Arising From Previous Minutes:

Mr Haar said the Tekapo UV Plant is now commissioned and running, held was a training day with Filtech last week with David Hilliard which operational maintenance and compliance requirements.

**Contract 1213 Utilities Contract:**

Mr Haar said the contract with Whitestone has performance requirements to encourage them to move to fill electronic reporting within 12 months. Whitestone had agreed to that proposal and staff would be meeting with them shortly to plan a process to achieve compliance.

**V REMOVAL OF AGENDA ITEM/ LATE ITEM:**

The Chairman said agenda item in public excluded Recycling Processing and Visitor have been removed at the request of Envirowaste Services (ESL).

The agenda item will be replaced by the late agenda item Proposed New Twizel Public Toilets also to be tabled in Pubic Excluded. *Appendix A* of this record.

Resolved: that late item Proposed New Twizel Pubic Toilets be accepted.

**Claire Barlow/ Graham Smith**

**VI REPORTS:**

1. ASSET MANAGERS MONTHLY REPORT – JULY 2013:

Resolved: that the report be received.

**Peter Maxwell/ Graham Smith**

This report from the Asset Manager referred to Asset Management progress report for July 2013 for Roding, Essential Services and Solid Waste.

Ms Taylor, Solid Waste Manager spoke to the Solid Waste report.

**VI REPORTS:**

2. SOLID WASTE BYLAW:

Resolved: that the report be received.

**Peter Maxwell/ Annette Money**

This report from the Solid Waste Manager was to seek Council's adoption of the attached draft Mackenzie District Solid Waste Bylaw 2013. *Appendix B* of this record.

Resolved: that the draft Mackenzie District Solid Waste Bylaw 2013 is appropriate for the purpose and be subjected to the Special Consultative Procedures as required by Section 83 of the Local Government Act 2002.

**Claire Barlow/ Annette Money**

## VI **REPORTS CONTINUED:**

### 1. ASSET MANAGERS MONTHLY REPORT – JULY 2013:

Mr Haar spoke to the asset report.

Mr Haar spoke to the Roding section of the report referring to the Roding Manager now being on Maternity Leave.

Mr Bishop asked for an update on Whitestone improvements in Twizel Market Place Car Park upgrade.

Mr Haar said Whitestone have provided to the asset department a work programme which is all itemised including a start date and end date. Mr Haar said he estimates the upgrade will be completed before Labour Weekend.

Mr Haar said in regards to the Twizel Oxidation Ponds he has had discussions with Council's consulting engineers, CH2M Beca Limited, to confirm the area of land required adjacent to oxidation ponds for the proposed effluent disposal system. An in ground disposal system comprising a series of perforated pipes is being investigated to help overcome potential freezing of the effluent that currently occurs in the disposal trench, said Mr Haar. Some Hydraulic Conductivity tests will be carried over the next few weeks to determine accurately the soakage of the subsoils which will define the land area required, not only for the current demand but also future proof the facility. This will require the excavation of test pits and then these are filled with treated effluent to determine the rate of soakage into the sub soils.

The CEO said the water supply will be discussed in the workshop following.

Cr Page asked what was the next step with the Twizel water supply.

Mr Haar said and the CEO met with Opus to discuss the way forward with all the water supply projects. Opus International Consultants have been asked to consider whether or not deep wells were still in contention. In addition, the source options to be considered for Twizel were:

- Upgrade the existing three well and rebuild the existing treatment facility.
- New better positioned, shallow bores adjacent to Simons Hill homestead.

Opus are to provide a report on all the options along with costings to allow the Council to determine the most appropriate water supply solution for Twizel.

Mr Haar advised that the better positioned shallow wells adjacent to Simon Cameron's property would provide quality water at the flow we require and then pump up to the reservoir the hill where the treated water would then supply Twizel by gravity. We have engaged Opus to complete the work as John O'Connor did previously do a lot of the work and with his retirement we don't have the resource to push this work along.

What is the timeframe asked Cr Bishop.

Mr Haar said if an offer and fee structure can be agreed on they will have it to us in 6 weeks.

Cr Smith asked why we haven't gone back to the original plan; if we couldn't find a new water source we were going to upgrade the old source.

The CEO said we have investigated all water sources and are awaiting for a report back from Opus having a look at all the wells and then assess options from there. The CEO said he has asked Opus for a clear plan that we can put to Council. A key point of this is that we aren't going to drill anymore wells. Opus will come back with firm options and certainty moving forward.

Cr Bishop said ratepayers have been rated for the new water supply in Twizel and are not receiving it. People in Twizel are getting frustrated.

Cr Money asked why they were looking at Simon Cameron's again after Meridian would not allow Council to use that site.

Mr Haar said this is a different spot not near the canal but near Simon Cameron's home.

The CEO said we have previously in the past consulted too widely; we need to put a ring around what we know and put it in a concise plan and gain a resolution around that.

The Mayor recommends that in the interim while we wait for the OPUS report a media release to Twizel community is undertaken to explain what Council are currently carrying out and where we are at.

Resolved: Executive staff put the appropriate pressure on Opus staff to enquire a report so this current Council can make a decision on the Twizel Water Supply.

**Graeme Page/ Graham Smith**

Cr Smith said Albury Residents that use Wilfred Road Ford would like the ford upgraded to four wheel drive use.

Resolved: Wilfred Road ford will be maintained to a four wheel drive standard.

**Graeme Page/ Claire Barlow**

## **VI PUBLIC EXCLUDED:**

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

### 1. Proposed New Twizel Public Toilets

<b>Reason for passing General subject of each matter to be considered</b>	<b>Ground(s) under this resolution in relation to each matter</b>	<b>Section 48(1) for the passing of this resolution</b>
Proposed New Twizel Public Toilets	Commercial Sensitivity	48(1)(a)(i)

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

**Graham Smith/ Claire Barlow**

The Project and Strategies Committee continued in open meeting.

**CONFIRMATION OF RESOLUTION TAKEN WITH THE PUBLIC EXCLUDED**

Resolved that the following resolution taken with the Public Excluded be confirmed:

**Proposed New Twizel Public Toilets:**

Resolved:

1. That the new Twizel Public Toilets be put out to public tender.

**Evan Williams/ Annette Money**

**THERE BEING NO FURTHER BUSINESS THE  
CHAIRMAN DECLARED THE MEETING CLOSED AT 3:06 PM**

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

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

## Statement of Proposal

3 September 2013

### PROPOSED SOLID WASTE BYLAW

#### Introduction

The Mackenzie District Council is proposing a new Solid Waste Bylaw.

This Statement of Proposal has been prepared in accordance with Section 86 of the Local Government Act 2002, it provides information about the process to make the Solid Waste Bylaw and proposes that the Council:

- Make the proposed new Mackenzie Solid Waste Bylaw, a copy of which is attached.

#### Reasons for the proposal

The Council has had a Solid Waste Bylaw in previous years, however, there is no current Solid Waste Bylaw. Therefore, the Council proposes to introduce a new bylaw.

The purpose of the bylaw is to:

- Protect the health and safety of the public and persons involved in the collection or disposal of waste;
- Assist with the implementation of the Council's Waste Management and Minimisation Plan;
- Promote safe, efficient and effective waste management, including maximising the recovery of re-usable and recyclable resources.
- Provide for the appropriate collection, transportation and disposal of waste, re-usable and recoverable resources.

#### Matters to be Considered

Part 8, Section 155 of the Local Government Act 2002 reads:

***"Determination whether bylaw is appropriate***

*(1) A local authority must, before commencing the process for making a bylaw, determine whether a bylaw is the most appropriate way of addressing the perceived problem.*

*(2) If a local authority has determined that a bylaw is the most appropriate way of addressing the perceived problem, it must, before making the bylaw, determine whether the proposed bylaw:*

*(a) Is the most appropriate form of bylaw; and*

*(b) Gives rise to any implications under the New Zealand Bill of Rights Act 1990.*

*(3,) No bylaw may be made which is inconsistent with the New Zealand Bill of Rights Act 1990, notwithstanding section 4 of that Act. ”*

Section 155(1) compels the Council to determine whether a bylaw is the most appropriate way of addressing the perceived problem, and whether the proposed bylaw is the most appropriate form of bylaw. The Council must also consider whether a bylaw would give rise to any implications under the New Zealand Bill of Rights Act 1990 and it is noted that in Section 155(3) no bylaw may be made which is inconsistent with the New Zealand Bill of Rights Act 1990 despite Section 4 of that Act.

### **Perceived Problem**

It is considered that solid waste needs to be managed in a safe, efficient and effective way to ensure the health and safety of those involved in waste collection and disposal is protected, that an appropriate collection of waste is provided and that the district aims to maximise the recovery of re-usable and recyclable resources. The Council has developed a Waste Management and Minimisation Plan and the proposed bylaw will support the implementation of this plan.

### **Bylaw Most Appropriate Way of Addressing Perceived Problem**

It is considered that a bylaw provides a mechanism to allow a consistent approach to managing solid waste within the District. Therefore, it is considered that this is the most appropriate way of addressing the perceived problem.

### **Bylaw Most Appropriate Form**

It is considered that the bylaw covers the relevant aspects relating to the management of solid waste in the district. The bylaw is consistent with the Council's Waste Management and Minimisation Plan.

### **Bill of Rights**

It is considered that there are no Bill of Rights implications with regard to the proposed bylaw.

### **Policy Considerations**

The Council has had a solid waste bylaw in the past; however this no longer has effect. It is considered that the proposed bylaw is consistent with the Council's Waste Management and Minimisation Plan.

### **Budget Considerations**

The process of implementing such a bylaw requires consultation with the general public. The associated costs are likely to be limited and can be paid for out of existing budgets.

### **Legal Considerations**

#### **Local Government Act 2002**

Part 8 of the Local Government Act 2002 gives the powers for Local Authorities to make bylaws. Section 77 of the Local Government Act 2002 also sets out the requirements in relation to decision making by Local Authorities, including any decision to make a bylaw.

#### **Special Consultative Procedure**

In proposing any bylaw under the Local Government Act 2002 the Council must follow the special consultative procedure in Section 83 of the Act before a decision can be made to adopt the bylaw, and once in force the bylaw must be reviewed on a periodic basis. The same consultative process must be carried out when an amendment is made to the bylaw.

### **Submissions**

As part of the special consultative procedure required by the Local Government Act 2002 Council wishes to hear from any person, group or business that would like to make a submission on the proposal.

Submissions should be sent to the following address:

Solid Waste Bylaw  
Mackenzie District Council  
PO Box 52  
FAIRLIE

Submissions close at 4.00pm Wednesday 2 October 2013 at the Council Office in Fairlie.

**Contact Person for Any Questions**

The contact person for any questions relating to the proposed Speed Limits Bylaw is:

Angie Taylor

Solid Waste Manager

Ph 03 435 0637

E-mail: [angie@mackenzie.govt.nz](mailto:angie@mackenzie.govt.nz)

## **MACKENZIE DISTRICT COUNCIL**

### **MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 3 SEPTEMBER 2013 AT 11:46AM**

#### **PRESENT:**

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

#### **IN ATTENDANCE:**

Wayne Barnett (Chief Executive Officer)  
Paul Morris (Manager – Finance and Administration)  
Keri-Ann Little (Committee Clerk)

#### **I     APOLOGY:**

There were no apologies.

#### **II    MINUTES:**

Resolved that the Minutes of the meeting of the Finance Committee held on 30 July 2013, including such parts as were taken with the Public Excluded, be confirmed and adopted as the correct record of the meeting.

**Graeme Page/Annette Money**

#### **Matters arising from the Minutes:**

##### *Update Section Sale; Armstrongs*

Cr Money asked a question in relation to the progress on the Market Place sale to Armstrong's. The CEO reported he is awaiting a letter from the Armstrong's and that the letter will confirm the Armstrong's accept responsibility for provision of power from the transformer site to the site of the section. Council will then be able to issue a section 224 notice and have titles issued, this will allow the sale to be completed.

##### *Old Library Café:*

The CEO said an Architect is providing specifications for the additional finishing work and working with a local builder to get a firm price. The CEO is expecting that information to be available at the next Council meeting. Cost estimates for repair of the roof and earthquake strengthening will enable Council to determine the economics of repairing the building.

##### *Sale and Purchase Agreement:*

The Sale and Purchase agreement for 41 Jollie Road, Twizel of the Twizel section to the Camps is completed and payment has been received.

### III **REPORTS:**

#### 1. **FINANCIAL REPORT JUNE 2013:**

This report from the Manager – Finance and Administration, Mr Morris, was accompanied by the financial report for the period to 30 June 2013.

Mr Morris spoke to any significant variances.

Resolved that the report be received.

**Annette Money/ Evan Williams**

Plant account figures were distributed to members and discussed. Mr Morris said he will have these figures available on a quarterly basis for members.

Cr Smith said the roading budget has worked out very well with an excellent result.

The Mayor congratulated the Roding Manager.

Mr Morris was thanked for his hard work this year and Cr Smith added he has been a pleasure to work with.

### IV **ADJOURNMENT:**

The meeting was adjourned at 12:49pm and reconvened at 1:20pm.

### V **PUBLIC EXCLUDED**

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

#### 1. Economic Development Contract Update

<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>
Economic Development Contract Update	Commercial Sensitivity	48(1)(a)(i)

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

**Annette Money/ Peter Maxwell**

**THE CHAIRMAN DECLARED THE MEETING CLOSED AT 1:30PM**

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

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

# **MACKENZIE DISTRICT COUNCIL**

## **MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 3 SEPTEMBER 2013 AT 10:22AM**

### **PRESENT:**

John Bishop (Chairman)  
Claire Barlow (Mayor)  
Crs Graham Smith  
Annette Money  
Graeme Page  
Peter Maxwell  
Evan Williams from 11:32am

### **IN ATTENDANCE:**

Wayne Barnett (Chief Executive Officer)  
Nathan Hole (Manager – Planning and Regulations)  
Toni Morrison (Senior Planner) left at 11:10am  
Karina Morrow (Senior Planner) left at 11:10am  
Keri-Ann Little (Committee Clerk)

### **I APOLOGY**

Resolved that an apology for lateness be received from Cr Williams.

**Annette Money/ Graham Smith**

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

There were no Declarations of Interest.

### **III MINUTES:**

Resolved that the Minutes of the meeting of the Planning Committee held on Tuesday 30 July 2013 to be confirmed and adopted as the correct record of the meeting.

**Annette Money/Graham Smith**

#### Matters Arising From the Previous Minutes:

Cr Money asked for a progress update on residential 3 and 4 building setbacks.

Mr Hole said he has received an application and granted resource consent for the property in question.

#### IV **AGENDA ITEMS:**

The Mayor asked why agenda item Pukaki Airport Hanger is in Public excluded.

Mr Hole said it is in public excluded to maintain legal privilege because an assessment has been completed. The Chairman added that the Pukaki Airport Board is not currently aware of this issue.

#### V **REPORTS:**

##### 1. **RESOURCE MANAGEMENT ACT REFORMS 2013:**

**Resolved:** that the report be received.

**Claire Barlow/ Graham Smith**

Toni Morrison, Senior Planner spoke to her report assisted by a PowerPoint presentation.

##### 2. **RESOURCE MANAGEMENT ACT IMPLEMENTATION PROPOSAL NATIONAL MONITORING SYSTEM:**

**Resolved:** that the report be received.

**Annette Money/ Graham Smith**

This report from Ms Morrison is for Elected Members information only. Ms Morrison spoke to her report.

##### 3. **SALE AND SUPPLY OF ALCOHOL:**

This report from Mr Hole was to inform the Committee regarding establishment of membership of the District Licensing Committee (DLC) under the Sale and Supply of Liquor Act 2012.

**Resolved:** that the report be received.

**Graeme Page/ Annette Money**

**Resolved:** The Committee appoints representatives, The Mayor and Councillor Smith to attend Timaru District Council's Resource Planning and Regulation Committee 17 September to provide input into the makeup of Mackenzie District's DLC.

**Annette Money/ John Bishop**

The 17 September is a Council meeting day in Twizel. Mr Hole will look into this further.

**VI PUBLIC EXCLUDED:**

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

1. Pukaki Airport Hanger
2. Dog Incident

<b>Reason for passing General subject of each matter to be considered</b>	<b>Ground(s) under this resolution in relation to each matter</b>	<b>Section 48(1) for the passing of this resolution</b>
Pukaki Airport Hanger	Maintaining Legal Privilege	48(1)(a)(i)
Dog Incident	Maintaining Legal Privilege	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Pukaki Airport Hanger* Section 7(2)(g) and *Dog Incident* Section 7(2)(g).

**Annette Money/ Claire Barlow**

The Planning Committee continued in open meeting.

**CONFIRMATION OF RESOLUTION TAKEN WITH THE PUBLIC EXCLUDED**

Resolved that the following resolution taken with the Public Excluded be confirmed:

**Dog Incident:**

Resolved:

1. that the Committee declares the dog menacing pursuant to section 33A of the Dog Control Act 1996, and does not require the dog to be neutered.
2. that the Committee issues an infringement notice under section 53 of the Act for failing to keep the dog under control.

**Claire Barlow/Annette Money**

**THERE BEING NO FURTHER BUSINESS THE  
CHAIRMAN DECLARED THE MEETING CLOSED AT 11:55 AM**

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

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

# MACKENZIE DISTRICT COUNCIL

## MINUTES OF A MEETING OF THE MACKENZIE FORESTRY BOARD HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 3 SEPTEMBER 2013 AT 9:30AM

### PRESENT:

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

### IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)  
Paul Morris (Manager Finance and Administration)  
Kevin O'Neill (Forestry Manager)  
Keri-Ann Little (Committee Clerk)

### I APOLOGIES:

Resolved: that an apology for lateness be received from Councillor Williams.

**Graham Smith/ Annette Money**

### II DECLARATIONS OF INTEREST:

There were no declarations of interest.

### III MINUTES:

Resolved that the Minutes of the meeting of the Mackenzie Forestry Board held on 6 August 2013 be confirmed and adopted as the correct record of the meeting. With the following corrections:

Financial Contribution to Section A Amenity Planting:

*The CEO said it is appropriate this section of the land should be allocated to the Community Board and that it is approved by Council and accepted from the Community Board.*

**Annette Money/ Graham Smith**

### IV REPORTS:

#### 1. FORREST MANAGER'S REPORT:

Resolved: that the report be received.

**Graeme Page/Annette Money/**

Mr O'Neill the Forestry Manager provided the Board a brief update saying that replanting has started at the Tekapo Plantation site and milling at Cave has started.

Mr O'Neill also referred to a 5 acre block of trees in Cave and stated a decision in the future will have to be made as to how management of this block will be undertaken. The neighbouring block, which is privately owned will be milled shortly leaving the Council block vulnerable. Power companies may also be concerned about this as trees have fallen over lines during recent power shortages.

Mr O'Neill concluded his report by saying that Section A of the Tekapo Plantation has been cleared excluding the tarn area. Mr O'Neill has asked Rob Allan to clear this area and Mr O'Neill will investigate costing's.

1. ADDITIONAL LOGGING:

This report a verbal report from the Chairman was accompanied by a report from District Forester Terry O'Neill.

Mr Terry O'Neill's report read that after viewing the Council plantation on Nelsons Road near Cave following the latest Forestry Board meeting I recommend that the plantation is clear-fell, along with adjacent plantation that runs alongside the Cave-Albury Highway. Terry O'Neill's report is attached including maps of both plantations. Three companies were contacted; Forest Management, Blakely Pacific and Trans-Tasman Forestry decided not to submit a price as they couldn't guarantee a harvesting contractor. Terry O'Neill compared the proposals from Blakely Pacific and Forest Management also included in his report. An enlarged map of Nelsons Road plantation was also distributed.

Terry O'Neill's report is attached as *Appendix A* of this record.

Resolved: that the report be received.

**Annette Money/ Graham Smith**

Resolved: that the Forestry Board accept the Blake Pacific Ltd offer.

**Annette Money/ Graham Smith**

**IV PUBLIC EXCLUDED**

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

1. Bobsled Proposal Burkes Pass

<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>
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Bobsled Proposal Burkes

Pass

Commercial Sensitivity

48(1)(a)(i)

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

**Annette Money/ Graham Smith**

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 10:16AM**

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

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

**Paul Morris**

**From:** Terry O'Neill <Terry.ONeill@adc.govt.nz>  
**Sent:** Friday, 16 August 2013 11:53 a.m.  
**To:** Paul Morris  
**Cc:** keri.ann@mackenzie.govt.nz  
**Subject:** Wrefords Plantation  
**Attachments:** 8 Wrefords.pdf; 1\_5 Cave.pdf

Paul/Keri Ann can you please distribute this to the forestry board ASAP.

Forestry Board

After viewing the Council plantation on Nelsons Road near Cave following the latest Forestry Board meeting I recommended that the plantation is clearfelled, along with adjacent plantation that runs alongside the Cave – Albury Highway. Maps are attached of both plantations. Three companies were contacted; Forest Management, Blakely Pacific and Trans-Tasman Forestry. Trans-Tasman Forestry decided not to submit a price as they couldn't guarantee a harvesting contractor. I have therefore compare the proposals from Blakely Pacific and Forest Management, see below;

**FOREST MANAGEMENT**

Grade	Owner	Quantity	Units	Net Value
	\$/t/m/j			
Pruned Exprt	\$ 85.64	100	JAS	\$ 8,564
PP part pruned	\$ 67.19	300	JAS	\$ 20,157
posts	\$ 27.40		tonne	\$ -
posts cut to length	\$ 44.40		tonne	\$ -
AO	\$ 62.45		tonne	\$ -
A	\$ 56.56	650	JAS	\$ 36,761
K	\$ 51.49	300	JAS	\$ 15,447
Ki 3.9	\$ 43.49	200	JAS	\$ 8,698
Ki 2.9	\$ 31.94	100	JAS	\$ 3,194
Km	\$ 39.22	300	jas	\$ 11,766
Kx Pulp	\$ 36.50	200	jas	\$ 7,300
Chip	\$ 0.50		tonne	\$ -
Firewood	\$ 6.00	250	tonne	\$ 1,500
<b>TOTAL</b>		<b>2400</b>		<b>\$ 113,387</b>

Traffic Management -\$ 3,000

Machinery Relocation -\$ 2,400

**Total Net Value \$107,987**

**BLAKELY PACIFIC**

Grade	Owner	Quantity	Units	Net Value
	\$/t/m/j			
PB35	\$ 86.00	200	JAS	\$ 17,200
PB40	\$ 83.00	100	JAS	\$ 8,300
PA	\$ 67.00	100	JAS	\$ 6,700
A	\$ 54.00	650	JAS	\$ 35,100
U1/U2 mix	\$ 45.00	600	JAS	\$ 27,000

KI 3.0, 3.9	\$ 41.00	300	JAS	\$ 12,300
KIS	\$ 38.00	200	JAS	\$ 7,600
Chip	\$ 4.25	250	tonne	\$ 1,063
<b>TOTAL</b>		<b>2400</b>		<b>\$ 115,263</b>

<b>Total Net Value</b>	<b>\$115,263</b>
------------------------	------------------

The Blakely Pacific offer includes all costs in the stumpage prices offered – including traffic management and machinery relocation. The Blakely offer also has a better range of pruned log grades which should improve returns. **It is recommended that the Blake Pacific offer is accepted.**

Regards  
Terry

**Terry O'Neill** | District Forester  
DDI 03 307 7852 M 0274732583




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5 Baring Square West, Ashburton 7700 PO Box 94, Ashburton 7740 P (03) 307 7700 [www.ashburtondc.govt.nz](http://www.ashburtondc.govt.nz)

**MACKENZIE  
DISTRICT COUNCIL**

**WREFORDS  
CPT 8**

**RADIATA PINE 1985**

**Scale: 1 to 2,500**

**4.6 HECTARES**



**Ashburton**  
DISTRICT COUNCIL  
FOREST MANAGERS



MACKENZIE  
DISTRICT  
COUNCIL

CAVE

CPT 1/5

RADIATA PINE 1983

1.8 HECTARES

Scale: 1 to 2,500



**Ashburton**  
DISTRICT COUNCIL  
FOREST MANAGERS





P O Box 139, TIMARU, New Zealand  
Telephone: (03) 688 2173 Facsimile: (03) 688 2176

9<sup>th</sup> August 2013

Terry O'Neil  
C / Mackenzie District Council

Dear Terry

**Re: MDC Log Purchase Proposal**

The following schedule outlines the "net log prices per grade" that Blakely Pacific Ltd will pay for logs produced from Cmpt 8 and Cmpt 1 /5 located near Cave. These prices are payable on the condition that we would commence harvesting in approximately 2- 3 weeks time after confirmation. We would use one of our own harvesting contractors. These blocks would then take 3 – 4 weeks to complete from the commencement date.

A graded sale contract will ensure all the production (sawlogs and chip logs) produced from the forest will be paid for accordingly. Any volume and stem value gains achieved during the operation will be to the benefit of the forest owner.

**Fixed Log Price Schedule:**

<u>Grade</u>	<u>Length</u>	<u>\$ per unit GST ex</u>	<u>Volume Est only</u>
PB35	4.0	\$ 86.00 jasm3	200
PB40	3.0, 5.2	\$ 83.00 jasm3	100
PA	4.0	\$ 67.00 jasm3	100
A	3.9, 5.8	\$ 54.00 jasm3	650
U1/U2mix	3.9	\$ 45.00 jasm3	600
KI	3.0, 3.9	\$ 41.00 jasm3	300
KIS	3.0, 3.9	\$ 38.00 jasm3	200
Chip	2.2 – 5.5	\$ 4.25 tonne	250
<b>Total</b>			<b>2400</b>

The estimated net payment to MDC would be between \$ 115,000 to \$ 120,000 GST Ex. That is based on a TRV of 400 m3 per Ha at the grade outturn estimated above.

All the set up costs have been accounted for in proposal. This includes the Traffic Management costs and the Logging Crew set up costs. We have also budgeted in our pricing for two entrance points off Nelsons Road to access both blocks safely. 2 Skids site will be located at our expense.

Damaged to fences will be minimised with machine assisted felling and the crew taking care where practical. A small council budget to tidy up fences will need to be accounted for in your costs.

A Blakely Pacific log docket will be issued for each full or part load produced. Copies will be available for your records.

All payments will be made on the 20<sup>th</sup> of the month following production.

Please confirm by Friday 16<sup>th</sup> August 2013. Any questions please call me directly or email.

Yours Sincerely

Andrew Cocking - South Island Regional Manager, Blakely Pacific Ltd

# Log Harvesting, Log Purchase Agreement

112

WE/US:	YOU:
Blakely Pacific Ltd PO Box 13980 Christchurch Phone: 03 365 2846 Fax: 03 353 7469	Name: MacKenzie District Council Address: C/ Terry O'Neil Ashburton DC

**WE** agree to buy, and **YOU** agree to sell, the following Goods according to the terms of this agreement:

<b>Goods:</b>	Merchandised Log Products Produced by Blakely Pacific																
<b>Grade:</b>	As per cutting instructions provided																
<b>Specifications:</b>	As per customer log specs and cutting instructions																
<b>Volume:</b>	All full or part loads produced																
<b>Price (plus GST if any):</b>	<p>Blakely Pacific will pay the following price as per the letter dated 9<sup>th</sup> August 2013 for all sawlogs produced from the forests located at Cave..</p> <table> <tr> <td>PB35</td><td>\$ 86.00 / jasm3</td></tr> <tr> <td>PB40</td><td>\$ 83.00 / jasm3</td></tr> <tr> <td>PA</td><td>\$ 67.00 / jasm3</td></tr> <tr> <td>A</td><td>\$ 54.00 / jasm3</td></tr> <tr> <td>U1/U2 mix</td><td>\$ 45.00 / jasm3</td></tr> <tr> <td>KI</td><td>\$ 41.00 / jasm3</td></tr> <tr> <td>KIS Sawlogs</td><td>\$ 38.00 / jasm3</td></tr> <tr> <td>Chip Logs</td><td>\$ 4.25 per tonne</td></tr> </table> <p><i>Price are GST exclusive</i></p>	PB35	\$ 86.00 / jasm3	PB40	\$ 83.00 / jasm3	PA	\$ 67.00 / jasm3	A	\$ 54.00 / jasm3	U1/U2 mix	\$ 45.00 / jasm3	KI	\$ 41.00 / jasm3	KIS Sawlogs	\$ 38.00 / jasm3	Chip Logs	\$ 4.25 per tonne
PB35	\$ 86.00 / jasm3																
PB40	\$ 83.00 / jasm3																
PA	\$ 67.00 / jasm3																
A	\$ 54.00 / jasm3																
U1/U2 mix	\$ 45.00 / jasm3																
KI	\$ 41.00 / jasm3																
KIS Sawlogs	\$ 38.00 / jasm3																
Chip Logs	\$ 4.25 per tonne																
<b>Point of Delivery:</b>	Forest																
<b>Start Date:</b>	21 <sup>st</sup> August 2013																
<b>Expiry Date:</b>	On completion of block																
<b>Further Special Terms:</b>																	

**TERMS AND CONDITIONS:**

1. If **WE** sell the Goods or any processed forms of the Goods before **WE** have paid **YOU** the full Price for the Goods **YOU** shall receive the proceeds of sale to the extent that they represent proceeds of sale less costs incurred by **US** from the Goods, on behalf of and as trustee for **YOU**.

2. Risk and title in the Goods passes to **US** upon delivery at the Point of Delivery.

3. **YOU** acknowledge this agreement creates a security interest in favour of **US** in all of the Goods supplied by **YOU** that have not been paid for in full, which is registrable under the Personal Property Securities Act 1999 (PPSA).

4. **YOU** will do such acts and provide such information as **WE** consider necessary or desirable to enable **US** to perfect under the PPSA the security interest created under this agreement and to the extent permitted by law.

5. **WE** will pay **YOU** based on gross revenue per unit in NZD less all direct and indirect costs and less our harvesting and marketing fee on the Payment Date. All calculations will be on an "open book" basis and **YOU** will be entitled to receive the full residual amount after all approved deductions.

6. If **WE** fail to pay **YOU** in full by the Payment Date, **WE** agree to pay interest on the portion of the Price unpaid at the rate of 4% above the Bank of New Zealand's base lending rate during the period the money is owing.

7. **YOU** will use your best endeavours to deliver the Goods in accordance with the terms of this agreement.

8. **YOU** will not be responsible for any loss or damage to **US** (including our property, plant or equipment) which arises from any defect in the quality of the Goods. To the extent that a court holds that **YOU** are liable for any damage caused to **US**, such liability shall be limited to the Price of the Goods.

9. To the extent permitted by law, all rights, duties and obligations which would arise under a contract such as this by implication of law are hereby excluded.

10. Where **WE** are granted access to any of your properties, **WE** will comply with your directions and requirements.

11. **WE** may not assign or transfer any of your rights or obligations under this agreement without prior written consent from **YOU**.

12. If the Goods do not comply with the Grade or Specifications above, **WE** will notify you within five working days after delivery, and place such Goods to one side. **WE** will then permit **YOU** to inspect the relevant Goods. **YOU** will not be obliged to allow any deductions if the Goods have already been processed.

13. **YOU** agree to comply with the special conditions, if any, attached to this agreement.

Date:

20<sup>th</sup> August 2013**SIGNED:**

<b>WE/US:</b>	<b>YOU:</b>
Signature:	Signature:
Name: on behalf of Blakely Pacific Limited	Name:



File Ref  
12/7/1

20 August 2013

Andrew Cocking  
Blakely Pacific Ltd  
PO Box 139  
TIMARU 7940

Dear Andrew

**Mackenzie District Council – Wrefords Plantation Log Sale**

I am pleased to inform you that the Mackenzie District Council has accepted the Blakely Pacific Ltd log sale offer for the plantations on the corner of the Albury-Cave Highway (SH8) and Nelsons Rd. I will arrange for the signing of the short form contract which should be returned to you within the week. Can you please confirm the name of the logging contractor and there contact details? I will need to arrange a pre-harvest meeting with yourself and the contractor prior to the commencement of work. Can you also please arrange for copies of the following documents to be sent to me; Proof of Public Liability Insurance for the contractor, Hazard ID for the site (sent to me within 48 hours of the start of works) and a cutting schedule and log specifications for the log grades specified in the sales contract.

I have arranged Kevin O'Neill (036858360) to contact the neighbouring landowner regarding the harvesting of this plantation. This neighbour immediately north of the Wrefords Plantation is Quentin Wreford – contact phone 036143707.

Yours faithfully

A handwritten signature in black ink, appearing to read "T B O'Neill", written over a horizontal line.

T B O'Neill  
DISTRICT FORESTER

## **MACKENZIE DISTRICT COUNCIL**

### **MINUTES OF A MEETING OF THE MACKENZIE DISTRICT COUNCIL, HELD IN THE COUNCIL CHAMBERS, FAIRLIE ON TUESDAY 6 AUGUST 2013 AT 11:41AM**

#### **PRESENT:**

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

#### **IN ATTENDANCE:**

Wayne Barnett (Chief Executive Officer)  
Paul Morris (Manager – Finance and Administration)  
Garth Nixon (Community Facilities Manager)  
Keri-Ann Little (Committee Clerk)  
Nathan Hole (Manager Planning and Regulation) from 1:15pm – 1:30pm

#### **I      OPENING:**

The Mayor opened the meeting and welcomed all present.

#### **II     LATE ITEMS:**

*Section 46A(7)(a)(b)(i)(ii) of the Local Government Official Information and Meetings Act 1987:*

The Mayor informed the elected members of three late items for today's Council meeting.

1. Dog bite incident in Public Excluded, this item has just been brought to Mr Hole's attention.
2. Rural Fire 4WD, disappointed it was left to the last minute and we do need to make a decision today therefore I hope everyone has read the background information supplied last night.
3. Rates resolution report has been checked and updated.

Mr Morris apologised to Council for the error in the wrong rates resolution being distributed and said this was an administrative error only with last year's rates resolution being distributed incorrectly. Mr Morris said the rating resolution has now been corrected and checked.

### **III     APOLOGY**

There were no apologies.

### **IV     DECLARATIONS OF INTEREST:**

There were no declarations of interest.

### **V       BEREAVEMENTS:**

The Mayor referred to the recent death of Eugene Thomas Lane, Marion Ivy Sheridan, William Trevor Wade, Douglas Malcolm Alexander, Bessie Gordon Miller, Rachel Muriel Everett and Robert Michael Christopher Greer.

A moment of silence was observed and a motion of sympathy was passed. The Chief Executive Officer was directed to pass this on to those concerned.

### **VI     REPORTS REQUIRING COUNCIL DECISION:**

#### **1. RATES RESOLUTION:**

The purpose of this report from the Manager – Finance and Administration is to meet the requirements of Section 23(1) of the Local Government (Rating) Act 2002, which requires that rates must be set by resolution.

Resolved:

1. That the report be received
2. That the Mackenzie District Council resolves to set the rates under the Local Government (Rating) Act 2002, on rating units in the Mackenzie District for the financial year commencing on 1 July 2013 and ending on 30 June 2014.

**Claire Barlow/ Annette Money**

### **VII    MAYORAL REPORT:**

This was the report of The Mayoral activities to 2 August 2013.

Resolved that the report be received.

**Evan Williams/ Graham Smith**

## **VI     REPORTS REQUIRING COUNCIL DECISION CONTINUED:**

### **2. OLD LIBRARY CAFE:**

This report from the Chief Executive Officer was a late item at the recent Finance Committee meeting on Tuesday 30 July to update Council on direction from the Fairlie Community Board regarding options for repairing or replacing the Old Library Café building and to request funding for architectural services to implement the Community Boards Objectives.

#### **Resolved:**

1. That the report be received

**John Bishop/ Evan Williams**

The CEO and Fairlie Community Board Chairman met with an architect at the Old Library yesterday. Fairlie Community board wanted an artist's impression allowing the public to have a visual impression at the public meetings.

The CEO said Architect Preston Stevens was engaged and his initial price was \$10,000. When asked if he could reduce his price he said we will receive less. His comments were very good, what he was saying was that the process they complete including researching what is currently there and then completing design work and concepts and then the sketch is completed.

An estimate of \$640,000 to \$690,000 for a total rebuild is an indication of cost and the CEO believes with that price we need a creditable rebuild option.

An estimate of \$350,000 to \$400,000 for repair work of the building informed the CEO.

**Resolved:** that the Council rejects the provision of the \$6,340 funding requested by the Fairlie Community Board for architectural services.

**Graeme Smith/ Annette Money**

Cr Bishop said it is important to relay to the public that Council cannot confirm the repair cost but the rebuild cost would be a confirmed figure.

The Mayor will relay back to the Community Board Chairman what has been discussed at this meeting regarding Council's view.

## **VIII   ADJOURNMENT:**

The meeting was adjourned at 12:35am and reconvened at 1:14pm.

**IX PUBLIC EXCLUDED:**

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

1. Dog Incident

<b>Reason for passing General subject of each matter to be considered</b>	<b>Ground(s) under this resolution in relation to each matter</b>	<b>Section 48(1) for the passing of this resolution</b>
Dog Incident	Protect the privacy of natural persons	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: *Dog Incident* 7(2)(a)

**Annette Money/ Graeme Page**

The Council continued in open meeting.

**CONFIRMATION OF RESOLUTION TAKEN WITH THE PUBLIC EXCLUDED**

Resolved that the following resolution taken with the Public Excluded be confirmed:

**Dog Incident:**

Resolved:

1. To seek destruction of the dog through the District Court, subject to legal advice.

**Annette Money/ Graham Smith**

**VI REPORTS REQUIRING COUNCIL DECISION CONTINUED:****2. RURAL FIRE 4WD:**

Mr Hole spoke to his late item stating that he has received an invoice from Rob Hands Principle Rural Fire Officer which included the price for a 4WD for the Deputy Principal Rural Fire Officer, Mackenzie, Ray Gardner.

Mr Hands submitted to the Annual Plan regarding the Council's purchase of a 4WD vehicle, Mr Hands second-hand vehicle is available for purchase by the Council for Mr Gardner's use.

The Council resolved at the Council meeting dated 13 June 2013 held to hear submissions to the annual plan that the Council accept the submission and will reconsider.

Mr Hole said that Mr Gardner, when replacing his current own 2WD vehicle he would purchase a 4WD, Mr Gardner is happy to use this vehicle for rural fire services and civil defence officer duties.

Cr Maxwell said that we are a rural district and for some of the situations we maybe in we are not very vehicle suited. Too good a deal to turn down a dedicated already kitted out vehicle.

Cr Bishop said that he favours the option of Mr Gardner purchasing his own vehicle and Council kitting this vehicle out.

Cr Williams asked if Mr Gardner was to retire the rural fire officer may not necessarily be a Council employee.

Mr Hole said that is correct the Rural Fire Officer may not be a Council employee.

Cr Page said that the rural fire service will be going through a restructuring process and we may end up with a permanent Officer full time in this district.

Mr Hole said there would be very little change if any to the structure of rural fire in South Canterbury.

The Mayor said we committed to buying the vehicle in the long term plan, we have asked for more information which we have now received. It's a matter of when we commit to something in the long term plan, and then if something else comes up as it has this time with budget restrictions we can change our minds.

Resolved: we look at other options rather than purchasing the rural officer's 4WD.

**Graeme Page/ Graham Smith**

Cr Maxwell, Cr Williams and Cr Money voted against this motion.

Cr Williams said Council is charged with providing fire cover for our rural ratepayers and sees this as being part of our service and if staff have to supply their own vehicles for this use it is not acceptable.

## **X INFORMATION REPORTS:**

### **1. CHIEF EXECUTIVE OFFICERS GENERAL ACTIVITIES REPORT:**

This report from the Chief Executive Officer referred to Committee, Community Board Meetings, and Other Meetings and Activities until 6 August 2013.

Resolved that the report be received.

**Graham Smith/ John Bishop**

## 2. COMMON SEAL:

This information from the Committee Clerk is to advise Council of the documents signed under the Common Seal from 1 March 2013 until 21 June 2013.

### Resolved:

1. That the report be received.
2. That the affixing of the Common Seal to document numbers 769, 770, 771 and 772 be endorsed.

**Annette Money/ Graham Smith**

## 3. CHIEF EXECUTIVE OFFICERS REPORT TO UPDATE VARIOUS MATTERS:

This report from the Chief Executive Officer discussed various matters.

- Tekapo Community Hall needs an opening I am liaising with the Community Board as to when this will be or what it will entail.
- Twizel toilet, the contractor was supposed to supply a price for this meeting and I have asked Mr Nixon to put some pressure on pricing information.
- Canterbury Christchurch Tourism (CCT) we are finalising the budget for bringing the end of the contract to the end of ours and their financial year so only a 9 month contract. Massaging required fitting within the budget. Mr Morris and the CEO are currently working on this.
- Alps2Ocean committee meeting 15 August. Situation is we have said to Committee we would prefer that the development and marketing be via Tourism Waitaki and raised a question what the joint committee does and I think that there are probably realisations that if marketing is done via Council and Tourism Waitaki then the Committee doesn't have a lot of say. It was suggested Tourism Waitaki take over all development and marketing. DOC felt excluded so discussion was to continue at the next Committee meeting.
- Gudex Road the property has been sold and I have contacted the new owner and I have spoken to Mr Morgan. Mr Morgan has sold the property before the land could be transferred and the understanding with Mr Morgan is that the transfer would continue and the land transfer would be completed by the new owner and not Mr Morgan. The CEO will change the agreement to update with new owners added and send this to them for approval.
- The CEO provided an overview to Council regarding the recent LGN Conference he attended along with the Mayor and Cr Smith and provided a report on activities, topics discussed and speakers.

## **XI COMMUNITY BOARDS:**

This report from the Chief Executive Officer was accompanied by the Minutes of the meetings of the Fairlie Community Board held on 17 July 2013 and the Twizel and Tekapo Community Boards held on 22 July 2013.

Resolved: that the report be received.

**Graham Smith /Peter Maxwell**

### **FAIRLIE COMMUNITY BOARD:**

#### **1.Old Library Cafe:**

That Council notes the Community Board's resolution regarding progress with determining options for repairing or replacing the Old Library Café building.

Resolved:

1. That the CEO will go back to the architects and just request that sketch, pricing and work through funding.

**Trish Willis/ Owen Hunter**

#### **2. Points from Enhancement Board:**

That the Council notes the Community Board's resolution regarding points raised from the Enhancement Board's meeting.

Resolved:

1. That the Community Board should express a view on how these planter boxes are dealt with.
2. The Community Board should indicate their preference for the disposal of these trees.

**Graeme Page/ Trish Willis**

### **TEKAPO COMMUNITY BOARD:**

#### **3. Tekapo Plantation:**

That the Council notes the Community Board's resolution regarding Lake Tekapo Plantation.

Resolved:

1. That the Community Board supports the forestry board's initiative to have a variety of tree species to enhance the amenity value of the commercial forest to be planted on Section B and we encourage the Forestry Board to discuss with Colin Maclaren.

**Peter Maxwell/ Alan Hayman**

#### **4. Council Owned Units in Tekapo:**

That the Council notes and/or considers the Community Board's resolution regarding the Council owned old post office units leased in the motor camp being used for workers accommodation due to the shortage of available accommodation in Tekapo.

Resolved:

1. That the community board feels that the old post office buildings should be investigated for the possibility to be used as workers accommodation.

**Ian Radford/ Alan Hayman**

TWIZEL COMMUNITY BOARD:**5. Boundary Set Backs in Residential Zones 3 & 4 in Twizel:**

That the Council notes and/or considers the Community Boards resolution regarding boundary setbacks in Residential 3 & 4 in Twizel.

Resolved:

1. That the Community Board recommend to Council that Council change the boundary on residential zone 3 and 4 to 6 metres from side boundaries for outbuildings. Dwellings remaining at 10 metres from the boundary.

**Peter Bell/ Phil Rive**

**6. Golf Club Tree Planting:**

That the Council notes the Community Board resolution regarding The Chairman and Mr Nixons discussion outlining a list of matters the Golf Club have raised.

Resolved:

1. That the Community Board fix the leak in the pipeline running through the Golf Course and that Mr Nixon complete a tree planting plan and that the Community Board plant the trees at their expense.

**Peter Bell/ Phil Rive**

**XII COMMITTEES:**

Resolved that Minutes of the meetings of the, Finance, Planning and Project and Strategies meetings held on the 11<sup>th</sup> and 13<sup>th</sup> of June including such parts as were taken with the Public Excluded, be received.

**Graham Smith/ Peter Maxwell**

**XIII CONFIRMATION OF MINUTES:**

Resolved that the minutes of the meeting of the Mackenzie District Council held on Tuesday 14 May 2013 and Tuesday 25 June 2013, including such parts as were taken with the Public Excluded, be confirmed and adopted as the correct record of the meeting with the following changes:

**Claire Barlow/ Graham Smith**

**XIV    DONATION TO LAKE TEKAPO FOOTBRIDGE SOCIETY:**

Cr Maxwell informed the Council \$300,000 donation towards the Tekapo Footbridge has been made anomalously to the Lake Tekapo Footbridge Society.

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 2:42PM**

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

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