



## **TEKAPO COMMUNITY BOARD**

### ***Membership:***

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

**Notice is given of the Meeting of the Tekapo Community Board to be held in the Lake Tekapo Community Hall, on Monday 14 February 2011 at 7.30 pm**

**Business:**      *As per Agenda attached*

GLEN INNES  
CHIEF EXECUTIVE OFFICER  
9 February 2011



**TEKAPO COMMUNITY BOARD AGENDA**  
**Monday 14 February 2011**

**I. APOLOGIES:**

**II DECLARATIONS OF INTEREST**

**III. MINUTES:**

Confirm and adopt as the correct record the Minutes of the meeting of the Tekapo Community Board held on 22 November 2010.

**MATTERS UNDER ACTION:**

**IV REPORTS:**

1. Financial Report
2. Tekapo Community Centre Funding
3. Tekapo Township Issues
4. Correspondence - Lake Tekapo Foot Bridge Society Inc
5. Increasing Rabbit Levels – Letter from Environment Canterbury
6. Alexandra Terrace
7. Appointments to Other Committees
8. Ward Member's Report
9. Reports from Members who Represent the Board on Other Committees

**V GENERAL**

1. Tekapo Property Group Update (**Peter Maxwell**)
2. Community Centre Workshop 24 February 2011 (**Murray Cox**)
3. Walking and Cycling Strategy (**Peter Munro**)

**VI VISITOR**

7.30 pm Philip Brownie, General Manager, Destination Mt Cook Mackenzie

## **MACKENZIE DISTRICT COUNCIL**

### **MINUTES OF THE MEETING OF THE TEKAPO COMMUNITY BOARD HELD IN THE LAKE TEKAPO COMMUNITY HALL ON MONDAY 22 NOVEMBER 2010 AT 7.30 PM**

#### **PRESENT:**

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

#### **IN ATTENDANCE:**

Claire Barlow (Mayor)  
Glen Innes (Chief Executive Officer)  
Garth Nixon (Community Facilities Manager)  
Bernie Haar (Asset Manager)  
Nathan Hole (Manager – Planning and Regulations)  
Paul Morris (Manager – Finance and Administration)  
Rosemary Moran (Committee Clerk)

The Chairman welcomed everyone to the first meeting of the new triennium. He congratulated Peter Maxell on his election to the Council, Ian Radford as a new Community Board member and Alan Hayman and Peter Munro on their re-election to the Community Board.

## **II     MINUTES:**

The Minutes of the meeting of the Tekapo Community Board held on 13 September 2010 were confirmed as the correct record on the recommendation of the former Chairman of the Tekapo Community Board and the Chief Executive Officer.

#### **Civil Defence:**

The Asset Manager referred to a proposal to establish an emergency management committee for Lake Tekapo and suggested that the Community Board could act in that capacity in liaison with Council staff and the Lake Tekapo emergency services.

The Chairman undertook to arrange a meeting with representatives of the Police and the Fire Brigade and also to check that the emergency radio telephone had been relocated from the school to the fire station.

Resolved that the Minutes of the meeting of the Tekapo Community Board held on 21 October 2010 be confirmed and adopted as the correct record of the meeting.

**Peter Maxwell/Alan Hayman**

#### **ACTION POINTS:**

##### **1. Removal of Willows:**

The Community Facilities Manager advised that the regrowth was to be poisoned. He sought direction from the Board on how to dispose of the slash which had been piled up on the foreshore.

It was agreed that the Fire Brigade be requested to burn the pile as soon as possible. It was also proposed that the slash from the Lions clean-up of the Bruce

Scott Walkway could be carted to the lakeside and burned at the same time. The Community Facilities Manager undertook to liaise with the Chief Fire Officer.

**2. Request to Remove Trees:**

The Community Facilities Manager advised that it appeared the action against the Council had been halted and that a negotiated settlement would be reached.

**3. Playground:**

The Community Facilities Manager advised that he attended the meetings of the Playground Committee. He suggested it would be appropriate for a Community Board member to attend as well. The Chairman undertook to go to the next meeting. It was advised that a resource consent would not be required for the playground. The Licence to Occupy had yet to be completed.

**4. Maintenance of Lochinver Verges:**

The Chairman said that some verges were being mown by the adjacent property owners and that as houses were built the Whitestone contractor stopped mowing the verges; efforts were being made to encourage the owners to mow them. The Chairman said that a local contractor had undertaken to approach non-resident property owners with an offer to mow their verges.

**5. Recycling Bins:**

Resolved:

1. That the existing recycling stations be replaced with larger recycling stations at a cost of \$4,500 per station.
2. That Board members be advised of the funding source for the new recycling stations.
3. That, as an initial measure, a glass disposal skip be located in the public car park as soon as possible, and that further discussions be held regarding a more appropriate, permanent location.

**Alan Hayman/Ian Radford**

**6. Wardens to Monitor Litter and the Camping on Roadways and Reserves Bylaw:**

The Chief Executive Officer undertook to have the warrants printed. Peter Maxwell offered to distribute information about the *Camping on Roadways and Reserves Bylaw* to the warrant holders.

**7. Outdoor Burning:**

It was noted that publication in the Accessible of the Environment Canterbury fact sheet on *Outdoor Burning* was pending.

## **IV REPORTS:**

**1. FINANCIAL REPORT:**

This report from the Manager – Finance and Administration provided an update for Board members on the financial performance of the Tekapo Community for the period to September 2010.

Resolved that the report be received.

**Peter Maxwell/Ian Radford**

2. STANDING ORDERS:

This report from the Chief Executive Officer referred to the requirement for the Community Board to adopt a set of Standing Orders.

Resolved:

1. That the report be received.
2. That New Zealand Model Standing Orders NZS 9202:2003 be adopted with the following amendment:  
*That the Mayor or Chairperson or other person presiding at the meeting:*
  - *has a deliberative vote; and*
  - *in the case of an equality of votes, has a casting vote.*

**Peter Munro/Peter Maxwell**

3. MEETINGS SCHEDULE:

This report from the Chief Executive Officer was accompanied by a proposed meeting schedule for 2011.

Resolved:

1. That the report be received.
2. That the following schedule of meetings for the Tekapo Community Board for 2011 be confirmed:  
**(Starting at 7.30 pm in the summer and 7.00 pm in May, June, July and August )**
  - Monday 14 February 2011
  - Tuesday 29 March 2011 (including consideration of budgets for 2011/2012)
  - Monday 9 May 2011
  - Monday 27 June 2011
  - Monday 8 August 2011
  - Monday 12 September 2011
  - Tuesday 25 October 2011 (to avoid Labour Day)
  - Monday 12 December 2011

**Peter Maxwell/Ian Radford**

4. ROLES OF COMMUNITY BOARDS:

This report from the Chief Executive Officer was accompanied by a discussion paper detailing how Council and Community Boards will fulfil their respective roles.

Resolved:

1. That the report and attached discussion paper be received.

2. That the discussion document detailing how Council and Community Boards will fulfil their respective roles be adopted.

**Peter Maxwell/Ian Radford**

5. REMUNERATION OF ELECTED MEMBERS:

This report from the Chief Executive Officer advised of the new rules governing elected members' remuneration so that Council and Community Boards could jointly agree on the pool of remuneration to be divided.

Resolved:

1. That the report be received.
2. That the Community Boards note the interim determination of the Remuneration Authority that the following annual salaries be paid to elected members:
 

▪ Mayor	\$52,900
▪ Councillors	\$12,500
▪ Community Board Members	\$1,500
3. That the Community Boards endorse the Council's decision to divide the indicative pool of remuneration of \$106,699 for the period ending 30 June 2011 as follows:
 

• Councillor's salary	\$15,634pa
• Community Board Chairs	\$3,908pa
• Community Board Members	\$1,562pa
3. That the Community Boards note that the Council instructed the Chief Executive Officer to revise the Council's expenses rules to provide for a mileage allowance threshold of 30km per trip and a travel time allowance of \$15 per hour for work related travel.
5. That the Community Boards note that further consideration was to be given to the payment of a communications allowance.

**Ian Radford/Alan Hayman**

6. LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968 – REGISTER OF MEMBERS' INTERESTS:

This report from the Chief Executive Officer provided information about the *Local Authorities (Members' Interests) Act 1968* and in particular about good practice regarding compliance with the Act.

Resolved that the report be received and any decision deferred until more information is available regarding the public availability of information in an register of members' interests.

**Peter Maxwell/Alan Hayman**

7. MAJOR ISSUES FOR LAKE TEKAPO THIS TRIENNIUM:

This report from the Chief Executive Officer advised the Community Board of the major issues for Lake Tekapo in the current Triennium.

Resolved that the report be received.

**Alan Hayman/Ian Radford**

8. BRIEFING PAPERS:

These papers from the Manager – Finance and Administration, Asset Manager, Community Facilities Manager and Manager – Planning and Regulations provided information on the projects being undertaken in the Lake Tekapo community.

The need was noted for a review of the public toilets facilities at Lake Tekapo.

Resolved that the report be received.

**Ian Radford/Peter Maxwell**

9. NOMINATION FOR NEW ZEALAND COMMUNITY BOARDS EXECUTIVE COMMITTEE:

This report was a call from Local Government New Zealand for nominations for the Elections for the New Zealand Community Boards' Executive Committee.

No Board member expressed interest in being nominated.

Resolved that the report be received.

**Peter Munro/Alan Hayman**

10. CREATIVE COMMUNITIES NEW ZEALAND SCHEME – REVIEW:

This report from the Community Facilities Manager referred to a recent review of the Creative Communities Scheme. It was accompanied by a report which had been considered by the Council at its meeting on 5 November 2010. The Council had resolved to seek the views of the Community Boards regarding the appointment of elected members to the Creative Communities Scheme Assessment Committee.

No Board member expressed interest in taking up a position on the Assessment Committee.

Resolved that the report be received.

**Ian Radford/Alan Hayman**

11. CAMPING AT LAKE TEKAPO – LETTER FROM MACKENZIE TOURISM AND DEVELOPMENT TRUST:

This letter from the Chairman of the Mackenzie Tourism and Development Trust referred to freedom camping and the demand for accommodation in the District. It asked the Community Board to consider introducing an additional camping ground at Lake Tekapo and to encourage the use of designated camping areas.

Resolved that the letter be received.

**Peter Maxwell/Alan Hayman**

12. PROPOSED ECO CAFÉ TEKAPO DOMAIN:

This report from the Manager – Planning and Regulations was accompanied by a proposal from Anthony Alderson to occupy a site within the Tekapo Domain on land zoned VC2, to operate a mobile café for a period of three months over summer.

Resolved:

1. That the report be received.
2. That the Community Board opposes Anthony Alderson's proposal to occupy land within the Tekapo Domain on land zoned VC2, to operate a mobile café for a period of three months over summer.

**Ian Radford /Alan Hayman**

13. WARD MEMBER'S REPORT:

Cr Maxwell advised that one Council meeting had been held at which a number of formalities and appointments were attended to. He said the Finance, Projects and Strategies and Planning Committees were to meet during the week. He noted that he had been appointed, along with the Mayor, to represent the Council at the Canterbury Water Management Strategy Upper Waitaki Zone selection group meeting.

14. REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON THEIR COMMITTEES:

Murray Cox reported that the car park and public toilets at the Regional Park were due to open. Signs were being produced and irrigation would be the next project.

**V GENERAL:**

1. COMMUNITY UPDATES:

The Chairman referred to the need to develop a strategy to keep ratepayers informed about Tekapo and his suggestion that a Tekapo page be included on Council's website. He also requested that draft Community Board minutes be put on the website as soon as possible following meetings.

Resolved that the Chairman liaise with Council's IT Officer regarding the development and maintenance of a Tekapo page on Council's website.

**Peter Maxwell/Peter Munro**

2. BUS STOP SIGNS – CHURCH OF THE GOOD SHEPHERD:

Cr Maxwell asked the Asset Manager for *Bus Stop 9.30 am to 3.30 pm* signs for the Church of the Good Shepherd.



3. ROCK SCULPTURE AT COMMUNITY HALL:

Cr Maxwell referred to the rock sculpture which had been located at the community hall for the Art Exhibition in July 2010. RMS Law in Timaru had commissioned a work from the same artist to be erected on the Bay Hill in Timaru. His information was that the work could be valued at \$11,000. The artist had suggested to Edward Sullivan of RSM Law that if the Tekapo Community wanted to retain the sculpture it could be made available at a discounted price. Mr Sullivan had suggested that the Community Board make an offer of \$1,500 for the work, and if the Community wanted to pay half, RMS Law would pay the balance.

The Community Board decided to defer making a decision in the meantime.

4. WALKING AND CYCLING STRATEGY FOR THE MACKENZIE:

Mr Munro reported that Tekapo Promotions had been discussing the development of a Walking and Cycling strategy for the District. He said it seemed that if funding for the activities was to be attracted a strategy needed to be in place. He undertook to prepare a draft strategy for consideration at the next meeting of the Community Board.

The Asset Manager said he and the Community Facilities Manager would be happy to work with Mr Munro, and involve the Phil Brownie (General Manager DMCM).

5. BUDGETS FOR 2011/2012:

The Chairman undertook to convene one or two informal workshops before the next Community Board meeting on 14 February 2011 to consider township issues and projects which could be included on the budget for 2011/2012.

**THERE BEING NO FURTHER BUSINESS THE  
CHAIRMAN DECLARED THE MEETING CLOSED AT 9.53 PM**

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

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

## **TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION**

### **CHIEF EXECUTIVE OFFICER**

15.2.10

#### **Wardens to Monitor Litter and *Camping Bylaw on Roadways and Reserves Bylaw***

- The Chairman to provide names of local people willing to be appointed and warranted to police the *Camping on Roadways and Reserves Bylaw* and act as litter control officers.
- Provide printed information regarding the local provisions of the Camping on Roadways and Reserves bylaw to the warranted officers.

*Completed*

#### **Snow Clearing**

The Chairman asked that there be a note in the next Council Briefs encouraging people to be more proactive in clearing footpaths and generally assisting in snow events. *Missed the latest issue – sorry! Will put in for next season.*

22 November 2010

#### **Local Authorities (Members' Interests) Act 1968 – Register Of Members' Interests:**

Decision deferred until more information is available regarding the public availability of information in an register of members' interests. *Copy of report to Council with advice received from Lane Neave attached.*

### **COMMUNITY FACILITIES MANAGER**

22 November 2010

#### **Removal of willows and new retaining wall on Lakeshore**

It was agreed that the Fire Brigade be requested to burn the pile as soon as possible. It was also proposed that the slash from the Lions clean-up of the Bruce Scott Walkway could be carted to the lakeside and burned at the same time. The Community Facilities Manager undertook to liaise with the Chief Fire Officer. *The project was discussed with the Chief Fire Officer who agreed to do the burning.*

#### **Request to Remove Trees:**

The Community Facilities Manager advised that it appeared the action against the Council had been halted and that a negotiated settlement would be reached.

#### **Resource Consent for Hall**

Application for RC for new community centre completed and lodged. *Hearing held – Application Declined*

#### **Recycling Bins:**

- Advise Board members of the funding source for the new recycling stations. *Township Projects*
- That, as an initial measure, a glass disposal skip be located in the public car park as soon as possible, and that further discussions be held regarding a more appropriate, permanent location.

### **ASSET MANAGER**

#### **Bus Stop Signs – Church Of The Good Shepherd:**

Cr Maxwell asked the Asset Manager for *Bus Stop 9.30 am to 3.30 pm* signs for the Church of the Good Shepherd. ***Tasked to contractor***

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** MACKENZIE DISTRICT COUNCIL  
**SUBJECT:** REGISTER OF MEMBER'S INTERESTS  
**MEETING DATE:** 14 DECEMBER 2010  
**REF:** STA 9/1  
**FROM:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

To provide the Council the opportunity to consider whether or not to adopt a Register of Members' Interests.

### **RECOMMENDATIONS:**

1. That the report be received.
2. **Either** That elected members provide details of their declared business interests and that of their spouses/partners for inclusion in a Mackenzie District Council Register of Members' Interests.
3. **Or** The Council declines to establish such a register and amends its Code of Conduct to delete any reference to such a register.

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

## **BACKGROUND:**

The issue was debated at the Council meeting on 5 November when a decision was deferred pending legal clarification of Council's obligations to make such information publicly available. Advice on this aspect is attached.

Since the Council meeting, the Fairlie Community Board decided to adopt such a register. The other two boards deferred any decision awaiting Council's deliberations.

## **CONSIDERATIONS:**

This issue has been well debated and I do not think I can add further to the advice already presented to Council.

The arguments for and against can be summarized as follows:

### **For**

- A register has been recommended to the Council by the Controller and Auditor-General several times.
- It is regarded as good local government practice and has not caused problems in other Councils.
- Its use is mandated in Council's Code of Conduct.
- Previous Councils have had such a register.

### **Against**

- It is perceived as an intrusion into members' personal circumstances.
- It is not legally required.

## **APPENDICES:**

1. Extract from Code of Conduct.
2. Advice from Lane Neave.

## **Code of Conduct - Conflicts of Interest**

Elected members of the Mackenzie District Council will:

- maintain a clear separation between their personal interests and their duties as elected members
- ensure they act in such a way that is, and is perceived to be, free from bias
- abide by the requirements of the Local Authorities (Members' Interests) Act 1968 affecting financial interests
- meet other legal requirements concerning non-financial conflicts of interests
- annually make a general declaration of interests held, details of which shall be recorded in a register of interests held by the Council's Chief Executive Officer.

### **Note:**

In cases of doubt as to conflicts of interest, advice should be immediately sought from the CEO. The Audit Office can also be consulted in cases where the member suspects they may have a pecuniary interest. An exemption may be allowed in certain circumstances provided the member obtains it in advance of any action.

8 December 2010

The Chief Executive Officer  
Mackenzie District Council  
PO Box 52  
Fairlie 7949

Attention: Glen Innes

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PricewaterhouseCoopers Centre  
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CHRISTCHURCH  
QUEENSTOWN  
[www.laneneave.co.nz](http://www.laneneave.co.nz)

Dear Sir

## LGOIMA & the Member's Interests Register

1. We refer to our attendance at the Council meeting of 5 November 2010.
2. You have asked us to look into the concerns raised by some of the Councillors as to whether the information they provide to the CEO for the Register of Member's Interests (**the Register**) may be made available to the public under an official information request pursuant to the Local Government Official Information and Meetings Act 1987 (**the Act**).

### Executive Summary

3. Official information requests in relation to Register of Member's Interests are something of a grey area. Official information requests are determined on their own facts. However, our investigations to date show that there have been no complaints to the Ombudsman regarding local authorities withholding information held in a register of interests. We have also researched the practices of other councils. There are a range of practices employed throughout the country. We do note that most councils which wish to keep its member's interests information confidential have an explicit policy setting out the terms on which the information is supplied and is to be held.
4. There will remain a risk, albeit perhaps a small one, that such information will need to be made available.
5. There are however, steps that the Council can undertake to reduce this risk. If these steps are undertaken, we consider the risk can be sufficiently minimised. Overall, we consider that the benefits of having a Register, which we outlined to the Council at our meeting on 5 November, outweigh the risk of that information being made public under an official information request.

### Analysis

6. Official information is broadly defined in the Act as any information held by a local authority. It excludes information held by libraries or museums, information which is held by a local authority solely as an agent or for the sole purpose of safe custody, or information containing any correspondence or communication that has taken place between the office of the Ombudsmen and any local authority that relates to an investigation.
7. The Act contains a principle of availability (section 5). The principle is that information should be made available unless there is good reason for withholding it.
8. The Act provides conclusive reasons for withholding official information where making it available would likely: prejudice the maintenance of law including the prevention, investigation and detection of offences, and the right to a fair trial or endanger the safety of any person.



9. The Act provides a number of other reasons for withholding official information. These are provided in section 7.
10. Where section 7 applies, good reason for withholding official information exists unless, in the circumstances of the particular case, the withholding of that information is outweighed by other considerations which render it desirable, in the public interest, to make that information available.
11. Information can be withheld if the withholding is necessary to:
  - (a) Protect the privacy of natural persons;
  - (b) Protect information where the making available of that information would disclose a trade secret, or would be likely unreasonably to prejudice the commercial position of the person supplying the information, or; relevantly;
  - (c) To protect information which is subject to an obligation of confidence and the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied (section 7(2)(c)).
12. We consider that withholding the information under section 7(2)(c) to be one of the stronger grounds for withholding information on the Register.
13. Section 7(2)(c) of the Act applies if, and only if, the withholding of information is necessary to:
 

*“Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information-*

  - (i) Would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or*
  - (ii) Would be likely otherwise to damage the public interest....”*
14. In order to establish that information is subject to an obligation of confidence, there must generally be a mutual understanding between the supplier of the information and the person receiving the information that it is subject to an obligation of confidence.
15. A simple declaration that the information is confidential will be insufficient. It needs to be clear that the information is both being supplied and received on a confidential basis. Similarly, an obligation of confidence will not exist simply because an agency unilaterally imposes an obligation of confidence upon itself and promises confidentiality to a supplier of information. Either the supplier must have required or, at the very least, implicitly relied on such a promise when providing the information in question, to the extent that the information would either have not been given or would have been given in a different format had no such undertaking been given.
16. The fact that information is disclosed to certain third parties (ie certain members of the Council staff) for a limited purpose does not waive confidentiality. Anyone who has access to the information will therefore be bound by an obligation not to use or disclose the information for any other purpose, or to any other person, beyond that for which the information was imparted.
17. If a request was made and for a refusal to be successful, the Council would need to assess whether the disclosure would be likely to prejudice the supply of similar information. We assume from our discussions at the meeting that most Councillors would agree that if they knew the information was to be made public, then that would deter them from providing the information again. On that basis, we consider it likely that Council could satisfy this part of the test.



18. The next question the Council should ask if a request is made is whether it is in the public interest that the Councillors continue to supply the information for the Register to the CEO, or whether disclosure of the information would be likely to otherwise damage the public interest.
19. We again consider that it is likely that both parts of this test can be satisfied. It is in our view appropriate to have a Register. This is considered to be good practice by the Office for the Auditor General. Accordingly, in our opinion, it is in the public interest that such information continue to be provided, and to be given in confidence.
20. We recommend that Council draft an express policy for the Register setting out the terms on which the information is to be supplied, what is being supplied, who has access to that information, and for what purposes they are to access it. We are happy to assist in the drafting of this policy.

#### **Other grounds for withholding information**

21. While we have not undertaken a detailed analysis of the other grounds for a refusal to provide information, we consider that a number of them may be relevant.

#### **Obligations different than to members of parliament**

22. As an aside we note that members of local authorities are subject to different obligations and duties than members of parliament. From 2006, members of parliament are now required to register their financial interests under Appendix B of the Standing Orders of the House of Representatives. The Registrar of Pecuniary Interests of Members of Parliament is published each year.

#### **Conclusion and recommendations**

23. As discussed we consider that overall Council should have a Member's Interests Register, but that it would be appropriate for a specific policy to be drafted in this regard.
24. We are happy to assist in drafting this policy if required.

Yours faithfully

**Lane Neave**



**David Caldwell / Jane Laming**  
Partner / Solicitor

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## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TEKAPO COMMUNITY BOARD  
**SUBJECT:** FINANCIAL REPORT – DECEMBER 2010  
**MEETING DATE:** 14 FEBRUARY 2011  
**REF:** FIN 1/2/3  
**FROM:** MANAGER – FINANCE AND ADMINISTRATION  
**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

Attached is the financial report for the Board for the period to December 2010, the purpose of which is to update Board members on the financial performance of the Tekapo Community as a whole for that period.

Commentary will be provided for any significant variances.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.

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

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

**TEKAPO COMMUNITY BOARD  
GOVERNANCE & INVESTMENT  
FINANCIAL REPORT FOR DECEMBER 2010**

✓

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance Note	Forecast	Budget	Variance Note
OPENING BALANCE	0	0	0		0	0	
Operating Expenditure							
Members Costs	4,181	4,061	4,380	319 ✓	8,764	8,764	0 ✓
Council Staff Support Costs	8,184	8,238	8,238	0 ✓	16,471	16,471	0 ✓
<b>Total Operating Expenditure</b>	<b>12,365</b>	<b>12,649</b>	<b>14,118</b>	<b>1,469</b>	<b>28,235</b>	<b>28,235</b>	<b>0</b>
Operating Revenue							
Tekapo Works & Services Rates	(37,141)	12,649	14,118	1,469 ✓	28,235	28,235	0 ✓
Other Income	49,506	0	0	0 X	0	0	0 X
<b>Total Operating Revenue</b>	<b>12,365</b>	<b>12,649</b>	<b>14,118</b>	<b>1,469</b>	<b>28,235</b>	<b>28,235</b>	<b>0</b>
<b>CLOSING BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	

**Variance Analysis**  
No significant variances.

✓

**TEKAPO COMMUNITY BOARD - GOVERNANCE**  
**FINANCIAL REPORT FOR DECEMBER 2010**

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Full Year to 30 June 2011 Budget	Variance	Note
OPENING BALANCE	0	0	0			0	0		
Operating Expenditure									
Members Costs	4,181	4,061	4,380	319	✓	8,764	8,764	0	✓
Council Staff Support Costs	8,184	8,238	8,238	0	✓	16,471	16,471	0	✓
Total Operating Expenditure	12,365	12,649	14,118	1,469		28,235	28,235	0	
Operating Revenue									
Tekapo Works & Services Rates	12,365	12,649	14,118	1,469	✓	28,235	28,235	0	✓
Total Operating Revenue	12,365	12,649	14,118	1,469		28,235	28,235	0	
CLOSING BALANCE	0	0	0			0	0		

**Variance Analysis**

No significant variances.

✓

**TEKAPO INVESTMENT INCOME**  
**FINANCIAL REPORT FOR DECEMBER 2010**

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Full Year to 30 June 2011 Budget	Variance	Note
OPENING BALANCE	0	0	0			0	0		
Operating Revenue									
Tekapo Works & Services Rates	(49,506)			0	✓			0	✓
Other Income	49,506			0	X			0	X
Total Operating Revenue	0	0	0	0		0	0	0	
CLOSING BALANCE	0	0	0			0	0		
Capital Expenditure									
	0	0	0	0	✓	0	0	0	✓
	0	0	0	0	✓	0	0	0	✓
Total Capital Expenditure	0	0	0	0		0	0	0	
Capital Revenue									
Tekapo Works & Services Rates	0	0	0	0	✓	0	0	0	✓
Other Income	0	0	0	0	X	0	0	0	X
Total Capital Revenue	0	0	0	0		0	0	0	
CLOSING BALANCE	0	0	0			0	0		

**Variance Analysis**

No significant variances.

**TEKAPO WATER**  
**FINANCIAL REPORT FOR DECEMBER 2010**

✓

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Full Year to 30 June 2011 Budget	Variance	Note
OPENING BALANCE	0	0	0			0	0		
Operating Expenditure									
Consultancy	0	1,994	2,000	6	✓	6,216	6,216	0	✓
Administration	1,381	665	852	187	✓	1,804	1,804	0	✓
Capital Reserve Interest Paid	31	0	0	0	✓	0	0	0	✓
General Maintenance	20,446	22,520	20,904	1,616	X	42,484	42,484	0	✓
Council Staff Support Costs	13,038	12,834	12,834	0	✓	25,673	25,673	0	✓
Total Operating Expenditure	34,896	38,013	36,590	1,423		76,177	76,177	0	
Operating Revenue									
Tekapo Water Rates	27,448	32,744	36,212	3,468	✓	51,880	51,880	0	✓
Other Income	608	0	0	0	X	23,538	23,538	0	X
Capital Reserve Interest Received	6,839	5,269	378	4,891	✓	759	759	0	X
Total Operating Revenue	34,896	38,013	36,590	1,423		76,177	76,177	0	
CLOSING BALANCE	0	0	0			0	0		

CAPITAL RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Full Year to 30 June 2011 Budget	Variance	Note
OPENING BALANCE	(7,172)	233,620	233,620			233,620	233,619		
Capital Expenditure									
Headworks - Renewal	0	0	0	0	✓	0	0	0	✓
Meters	0	0	0	0	✓	2,068	2,068	0	✓
Vested Assets	0	0	0	0	✓	18,499	18,499	0	✓
Total Capital Expenditure	0	0	0	0		20,567	20,567	0	
Capital Revenue									
Tekapo Water Rates	27,510	26,586	26,586	0	✓	53,168	53,168	0	✓
Capital Reserve Interest Received	0	0	0	0	X	0	0	0	X
Financial Contributions	0	4,612	11,922	7,310	X	23,845	23,845	0	X
Upgrade Contributions	0	0	0	0	X	0	0	0	X
Assets Vested from Developers	0	0	0	0	X	18,499	18,499	0	X
Other Income	0	0	0	0	X	0	0	0	X
Total Capital Revenue	27,510	31,198	38,508	7,310		95,512	95,512	0	
CLOSING BALANCE	20,338	264,818	272,128			308,565	308,564		

**Variance Analysis**

No significant variances from budget

TEKAPO SEWERAGE  
FINANCIAL REPORT FOR DECEMBER 2010

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Forecast	Full Year to 30 June 2011 Budget	Variance	Note
OPENING BALANCE	0	0	0		0	0		
Operating Expenditure								
Administration	1,817	1,102	1,886	584	3,372	3,372	0	✓
Capital Reserve Interest Paid	17,392	12,072	14,000	1,928	28,000	28,000	0	✓
General Maintenance	37,813	26,209	28,554	2,345	55,001	55,001	0	✓
Roading	0	0	0	0	0	0	0	✓
Council Staff Support Costs	15,522	15,264	15,264	0	30,528	30,528	0	✓
Total Operating Expenditure	72,543	56,243	63,648	7,405	121,045	121,045	0	
Operating Revenue								
Tekapo Sewer Rates	72,543	56,243	63,648	7,405	121,045	121,045	0	✓
Other Income	0	0	0	0	0	0	0	X
Council Staff Support Income	0	0	0	0	0	0	0	X
Total Operating Revenue	72,543	56,243	63,648	7,405	121,045	121,045	0	
CLOSING BALANCE	0	0	0		0	0		

CAPITAL RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Forecast	Full Year to 30 June 2011 Budget	Variance	Note
OPENING BALANCE	(1,344,817)	(616,531)	(616,531)		(616,531)	(616,531)		
Capital Expenditure								
Sewer Reticulation - Renewal	0	0	0	0	0	0	0	✓
Manholes	0	0	0	0	0	0	0	✓
Vested Assets	0	0	0	0	24,669	24,669	0	✓
Resource Consent Costs	0	0	0	0	0	0	0	✓
Other Capital	0	0	0	0	0	0	0	✓
Tourism Subsidy Application	0	0	0	0	0	0	0	✓
Total Capital Expenditure	0	0	0	0	24,669	24,669	0	
Capital Revenue								
Tekapo Sewer Rates	37,782	35,760	35,760	0	71,518	71,518	0	✓
Capital Reserve Interest Received	0	0	0	0	0	0	0	X
Financial Contributions	0	3,084	7,974	4,890	15,942	15,942	0	X
Upgrade Contributions	0	0	0	0	24,082	24,082	0	X
Assets Vested from Developers	0	0	0	0	24,669	24,669	0	X
Other Income	0	0	0	0	0	0	0	X
Total Capital Revenue	37,782	38,844	43,734	4,890	136,211	136,211	0	
CLOSING BALANCE	(1,307,035)	(577,687)	(572,797)		(504,989)	(504,989)		

Variance Analysis

No significant variances from budget

TEKAPO STORMWATER  
FINANCIAL REPORT FOR DECEMBER 2010

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance Note	Forecast	Full Year to 30 June 2011 Budget	Variance Note
OPENING BALANCE	0	0	0		0	0	
Operating Expenditure							
Labour	0	0	0	0 ✓	0	0	0 ✓
Members Costs	0	0	0	0 ✓	0	0	0 ✓
Consultancy	0	319	400	81 ✓	8,290	8,290	0 ✓
Administration	41	79	48	31 X	100	100	0 ✓
Capital Reserve Interest Paid	0	0	0	0 ✓	0	0	0 ✓
General Maintenance	525	1,760	1,788	28 ✓	3,574	3,574	0 ✓
Roading	0	0	0	0 ✓	0	0	0 ✓
Council Staff Support Costs	2,460	2,424	2,424	0 ✓	4,843	4,843	0 ✓
Total Operating Expenditure	3,026	4,582	4,660	78	16,807	16,807	0
Operating Revenue							
Tekapo Works & Services Rates	1,885	3,594	3,838	244 ✓	15,168	15,168	0 ✓
Capital Reserve Interest Received	1,141	988	822	166 ✓	1,639	1,639	0 X
Other Income	0	0	0	0 X	0	0	0 X
Council Staff Support Income	0	0	0	0 X	0	0	0 X
Total Operating Revenue	3,026	4,582	4,660	78	16,807	16,807	0
CLOSING BALANCE	0	0	0		0	0	

CAPITAL RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance Note	Forecast	Full Year to 30 June 2011 Budget	Variance Note
OPENING BALANCE	47,266	73,399	73,399		73,399	73,399	
Capital Expenditure							
Resource Consent Costs	0	0	6,000	6,000 ✓	10,000	10,000	0 ✓
Vested Assets	0	0	0	0 ✓	14,813	14,813	0 ✓
Total Capital Expenditure	0	0	6,000	6,000	24,813	24,813	0
Capital Revenue							
Tekapo Works & Services Rates	6,192	5,892	5,892	0 ✓	11,785	11,785	0 ✓
Financial Contributions	0	1,445	0	1,445 ✓	0	0	0 X
Upgrade Contributions	0	0	0	0 X	0	0	0 X
Assets Vested from Developers	0	0	0	0 X	14,813	14,813	0 X
Other Income	0	0	0	0 X	0	0	0 X
Total Capital Revenue	6,192	7,337	5,892	1,445	26,598	26,598	0
CLOSING BALANCE	53,458	80,736	73,291		75,184	75,184	

Variance Analysis

No significant variances from budget.

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**TEKAPO ROADING**  
**FINANCIAL REPORT FOR DECEMBER 2010**

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Full Year to 30 June 2011 Budget	Variance	Note
<b>OPENING BALANCE</b>	0	0	0			0	0		
<b>Operating Expenditure</b>									
Capital Reserve Interest Paid	0	0	0	0	✓	0	0	0	✓
Roading									
Subsidised									
Drain Mice - St Clean	7,535	4,417	7,854	3,437	✓	15,705	15,705	0	✓
Drain Mice - St Clean - Transi	4,069	3,698	4,914	1,216	✓	9,825	9,825	0	✓
Traffic Svcs Mice - Pav Mkings	0	0	0	0		4,644	4,644	0	✓
Street Lighting - Electricity	4,912	3,722	4,002	280	✓	8,000	8,000	0	✓
St Lighting - Elec - Transit	607	460	684	224	✓	1,372	1,372	0	✓
Street Lighting - Maintenance	13,535	5,084	12,000	6,916	✓	24,000	24,000	0	✓
St Lighting - Mice - Transit	1,673	625	2,040	1,415	✓	4,079	4,079	0	✓
Sealed Pavement Mice	3,078	2,236	2,388	152	✓	4,771	4,771	0	✓
Unsealed Pavement Maintenance	1,085	847	0	847	X	0	0	0	✓
Drainage Mice - Other	1,254	642	792	150	✓	1,590	1,590	0	✓
Environmental Maintenance	0	0	0	0		0	0	0	✓
Enviro Mice - Snow & Ice Contr	495	7,837	1,830	6,007	X	3,657	3,657	0	✓
Enviro Mice - Vegetation Contr	502	618	3,252	2,634	✓	6,500	6,500	0	✓
Enviro Mice - Other	0	319	3,210	2,891	✓	6,416	6,416	0	✓
Traffic Svcs Mice - Signs EMPs	0	129	258	129	✓	516	516	0	✓
Network & Asset Management	0	0	1,806	1,806	✓	3,612	3,612	0	✓
Total Subsidised	38,743	30,634	45,030	14,396	✓	94,687	94,687	0	✓
Unsubsidised									
Tekapo Footpaths	3,030	4,351	3,252	1,099	X	6,502	6,502	0	✓
New Year Road Sweep	0	0	270	270	✓	542	542	0	✓
Total Unsubsidised	3,030	4,351	3,522	829	X	7,044	7,044	0	✓
Roading	41,773	34,985	48,552	13,567	✓	101,731	101,731	0	✓
Council Staff Support Costs									
Charges - Roadng Prof Svcs	3,438	4,086	4,086	0	✓	8,166	8,166	0	✓
Charges - Admin District	1,128	1,146	1,146	0	✓	2,289	2,289	0	✓
Charges - Asset Management	1,956	1,914	1,914	0	✓	3,834	3,834	0	✓
Total Council Staff Support Costs	6,522	7,146	7,146	0	✓	14,289	14,289	0	✓
<b>Total Operating Expenditure</b>	<b>48,295</b>	<b>42,131</b>	<b>55,698</b>	<b>13,567</b>		<b>116,020</b>	<b>116,020</b>	<b>0</b>	
<b>Operating Revenue</b>									
Tekapo Works & Services Rates	42,179	27,544	22,250	5,294	X	65,874	65,874	0	✓
Other Income	0	0	0	0		5,451	5,451	0	✓
Transit-Street Lights & Clean	3,209	11,422	30,364	18,942	✓	38,537	38,537	0	✓
Transfund New Zealand	2,297	2,920	2,322	598	X	4,639	4,639	0	✓
Petroleum Tax	610	244	762	518	✓	1,519	1,519	0	✓
Interest Earned on Capital Rsv	6,116	14,587	33,448	18,862	X	50,146	50,146	0	X
Total Other Income	0	0	0	0		0	0	0	X
Council Staff Support Income	0	0	0	0	X	0	0	0	X
<b>Total Operating Revenue</b>	<b>48,295</b>	<b>42,131</b>	<b>55,698</b>	<b>13,567</b>		<b>116,020</b>	<b>116,020</b>	<b>0</b>	
<b>CLOSING BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	



CAPITAL RESERVE STATEMENT	Last Year YTD Actual	YTD Actual	YTD Actual	Dec 2010 Variance Note	Forecast	Full Year to 30 June 2011 Budget	Variance
<b>OPENING BALANCE</b>	<b>6,876</b>	<b>18,815</b>	<b>18,815</b>		<b>18,815</b>	<b>18,815</b>	
<b>Capital Expenditure</b>							
<i>Subsidised Roading</i>							
Traffic Svs Renewal - St Light	0	3,730	1,032	2,698 X	2,064	2,064	0 v
Signs	0	0	516	516 v	1,032	1,032	0 v
Reseals	0	0	0	0 v	41,099	41,099	0 v
<i>Total Subsidised Roading</i>	<i>0</i>	<i>3,730</i>	<i>1,548</i>	<i>2,182 X</i>	<i>44,195</i>	<i>44,195</i>	<i>0 v</i>
Unsubsidised Roading	0	0	0	0 v	0	0	0 v
Pioneer Drive Upgrade	0	0	0	0 v	20,000	20,000	0 v
Footpaths - Surfacing	0	0	0	0 v	62,091	62,091	0 v
Vested Assets	0	0	0	0 v	82,091	82,091	0 v
<i>Total Unsubsidised</i>	<i>0</i>	<i>3,730</i>	<i>1,548</i>	<i>2,182 v</i>	<i>126,286</i>	<i>126,286</i>	<i>0</i>
<b>Total Capital Expenditure</b>	<b>0</b>	<b>3,730</b>	<b>1,548</b>	<b>2,182</b>	<b>126,286</b>	<b>126,286</b>	<b>0</b>
<b>Capital Revenue</b>							
Tekapo Works & Services Rates	0	1,716	712	1,004 X	40,330	40,330	0 v
Capital Reserve Interest Received	0	0	0	0 X	0	0	0 X
Financial Contributions	0	0	0	0 X	0	0	0 X
Upgrade Contributions	0	0	0	0 X	0	0	0 X
Assets Vested from Developers	0	0	0	0 X	62,091	62,091	0 X
Other Income	0	0	0	0 X	0	0	0 X
LTNZ Subsidies	0	2,014	836	1,178 v	23,865	23,865	0 X
<i>Total Capital Revenue</i>	<i>0</i>	<i>3,730</i>	<i>1,548</i>	<i>2,182</i>	<i>126,286</i>	<i>126,286</i>	<i>0</i>
<b>CLOSING BALANCE</b>	<b>6,876</b>	<b>18,815</b>	<b>18,815</b>		<b>18,815</b>	<b>18,815</b>	

Variance Analysis

TEKAPO REFUSE COLLECTION  
FINANCIAL REPORT FOR DECEMBER 2010

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OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Full Year to 30 June 2011 Budget	Variance	Note
OPENING BALANCE	12,645	20,311	20,311			20,311	20,311		
Operating Expenditure									
Labour	0	0	0	0	✓	0	0	0	✓
Members Costs	0	0	0	0	✓	0	0	0	✓
Consultancy	0	0	0	0	✓	0	0	0	✓
Administration	0	0	0	0	✓	0	0	0	✓
Capital Reserve Interest Paid	0	0	0	0	✓	0	0	0	✓
General Maintenance	3,458	3,458	4,500	1,042	✓	9,000	9,000	0	✓
Roading	0	0	0	0	✓	0	0	0	✓
Council Staff Support Costs	3,720	3,234	3,234	0	✓	6,469	6,469	0	✓
Total Operating Expenditure	7,178	6,692	7,734	1,042		15,469	15,469	0	
Operating Revenue									
Tekapo Refuse Rates	9,440	7,734	7,734	0	✓	15,469	15,469	0	✓
Other Income	0	0	0	0	X	0	0	0	X
Council Staff Support Income	0	0	0	0	X	0	0	0	X
Total Operating Revenue	9,440	7,734	7,734	0		15,469	15,469	0	
CLOSING BALANCE	14,907	21,353	20,311			20,311	20,311		

CAPITAL RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Actual	Full Year to 30 June 2011 Budget	Variance	Note
OPENING BALANCE	0	0	0			0	0		
Capital Expenditure									
Headworks - Renewal	0	0	0	0	✓	0	0	0	✓
Meters	0	0	0	0	✓	0	0	0	✓
Vested Assets	0	0	0	0	✓	0	0	0	✓
Total Capital Expenditure	0	0	0	0		0	0	0	
Capital Revenue									
Tekapo Refuse Rates	0	0	0	0	✓	0	0	0	✓
Capital Reserve Interest Received	0	0	0	0	X	0	0	0	X
Financial Contributions	0	0	0	0	X	0	0	0	X
Upgrade Contributions	0	0	0	0	X	0	0	0	X
Assets Vested from Developers	0	0	0	0	X	0	0	0	X
Other Income	0	0	0	0	X	0	0	0	X
Total Capital Revenue	0	0	0	0		0	0	0	
CLOSING BALANCE	0	0	0			0	0		

Variance Analysis

No significant variances from budget

**TEKAPO COMMUNITY BOARD**  
**COMMUNITY SERVICES AND RECREATIONAL FACILITIES**  
**FINANCIAL REPORT FOR DECEMBER 2010**

✓  
✓

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Full Year to 30 June 2011 Budget	Variance	Note
OPENING BALANCE	0	0	0			0	0		
Operating Expenditure									
Administration	18,652	5,689	18,479	12,790	✓	21,686	21,686	0	✓
General Maintenance	106,134	90,007	80,823	9,184	X	209,463	209,463	0	✓
Council Staff Support Costs	11,406	11,496	11,496	0	✓	22,995	22,995	0	✓
<b>Total Operating Expenditure</b>	<b>136,192</b>	<b>107,192</b>	<b>110,798</b>	<b>3,606</b>		<b>254,144</b>	<b>254,144</b>	<b>0</b>	
Operating Revenue									
Tekapo Works & Services Rates	106,280	90,857	87,260	3,597	X	197,075	197,075	0	✓
Other Income	28,237	16,335	14,892	1,443	✓	29,774	29,774	0	X
Building Maintenance Reserve	0	0	0	0	X	10,000	10,000	0	X
Capital Reserve Interest Received	1,674	0	8,646	8,646	X	17,295	17,295	0	X
<b>Total Operating Revenue</b>	<b>136,192</b>	<b>107,192</b>	<b>110,798</b>	<b>3,606</b>		<b>254,144</b>	<b>254,144</b>	<b>0</b>	
<b>CLOSING BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	

CAPITAL RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Full Year to 30 June 2011 Budget	Variance	Note
OPENING BALANCE	71,499	154,181	154,181			154,181	154,181		
Capital Expenditure									
Tekapo Community Hall	36,621	5,259	0	5,259	X	0	0	0	✓
<b>Total Capital Expenditure</b>	<b>36,621</b>	<b>5,259</b>	<b>0</b>	<b>5,259</b>		<b>0</b>	<b>0</b>	<b>0</b>	
Capital Revenue									
Funding from Land Subdivision Res	0	0	0	0	X	0	0	0	X
<b>Total Capital Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	
<b>CLOSING BALANCE</b>	<b>34,878</b>	<b>148,922</b>	<b>154,181</b>			<b>154,181</b>	<b>154,181</b>	<b>0</b>	

**Variance Analysis**

**TEKAPO COMMUNITY HALL**  
**FINANCIAL REPORT FOR DECEMBER 2010**

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Budget	Full Year to 30 June 2011 Variance	Note
OPENING BALANCE	0	0	0			0	0		
Operating Expenditure									
Administration	1,981	1,752	1,194	558 X		2,391	2,391	0 ✓	
General Maintenance	4,273	3,490	4,334	844 ✓		18,918	18,918	0 ✓	
Council Staff Support Costs	1,170	1,182	1,182	0 ✓		2,364	2,364	0 ✓	
<b>Total Operating Expenditure</b>	<b>7,425</b>	<b>6,424</b>	<b>6,710</b>	<b>286 ✓</b>		<b>23,673</b>	<b>23,673</b>	<b>0 ✓</b>	
Operating Revenue									
Tekapo Works & Services Rates	6,064	5,646	5,672	26 ✓		11,601	11,601	0 ✓	
Other Income	1,360	778	1,038	260 X		2,072	2,072	0 X	
<b>Total Operating Revenue</b>	<b>7,425</b>	<b>6,424</b>	<b>6,710</b>	<b>286</b>		<b>23,673</b>	<b>23,673</b>	<b>0</b>	
<b>CLOSING BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>		

CAPITAL RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Budget	Full Year to 30 June 2011 Variance	Note
OPENING BALANCE	0	64,647	64,647			64,647	64,647		
Capital Expenditure									
Aorangi Crescent Upgrade	36,621	5,259	0	5,259 X		0	0	0 ✓	
<b>Total Capital Expenditure</b>	<b>36,621</b>	<b>5,259</b>	<b>0</b>	<b>5,259 X</b>		<b>0</b>	<b>0</b>	<b>0 ✓</b>	
Capital Revenue									
Tekapo Works & Services Rates	0	0	0	0 X		0	0	0 X	
Land Subdivision Reserve	0	0	0	0 X		0	0	0 X	
<b>Total Capital Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	
<b>CLOSING BALANCE</b>	<b>(36,621)</b>	<b>59,388</b>	<b>64,647</b>			<b>64,647</b>	<b>64,647</b>		

Variance Analysis

**TEKAPO DOMAIN**  
**FINANCIAL REPORT FOR DECEMBER 2010**

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Budget	Variance	Note
OPENING BALANCE	0	0	0			0	0		
Operating Expenditure									
General Maintenance	4,969	5,134	4,488	646	X	10,107	10,107	0	✓
Council Staff Support Costs	564	570	570	0	✓	1,141	1,141	0	✓
Total Operating Expenditure	5,533	5,704	5,058	646	X	11,248	11,248	0	✓
Operating Revenue									
Other Income	0	0	0	0	X	0	0	0	X
Total Operating Revenue	5,533	5,704	5,058	646		11,248	11,248	0	
CLOSING BALANCE	0	0	0			0	0		

**Variance Analysis**

No significant variances from budget

**TEKAPO TOWNSHIP & COMMUNITY GRANTS  
FINANCIAL REPORT FOR DECEMBER 2010**

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Budget	Full Year to 30 June 2011 Variance	Note
OPENING BALANCE	0	0	0			0	0		
Operating Expenditure									
Administration	16,670	3,937	17,285	13,348	✓	19,295	19,295	0	✓
General Maintenance	96,892	81,383	72,001	9,382	X	180,438	180,438	0	✓
Council Staff Support Costs	9,672	9,744	9,744	0	✓	19,490	19,490	0	✓
<b>Total Operating Expenditure</b>	<b>123,234</b>	<b>95,064</b>	<b>99,030</b>	<b>3,966</b>	✓	<b>219,223</b>	<b>219,223</b>	<b>0</b>	✓
Operating Revenue									
Tekapo Works & Services Rates	94,683	79,506	76,530	2,976	X	174,226	174,226	0	✓
Other Income	26,877	15,557	13,854	1,703	✓	27,702	27,702	0	X
Capital Reserve Interest Received	1,674	0	8,646	8,646	X	17,295	17,295	0	X
<b>Total Operating Revenue</b>	<b>123,234</b>	<b>95,064</b>	<b>99,030</b>	<b>3,966</b>		<b>219,223</b>	<b>219,223</b>	<b>0</b>	
<b>CLOSING BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>		

CAPITAL RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Budget	Full Year to 30 June 2011 Variance	Note
OPENING BALANCE	71,499	89,534	89,534			89,534	89,534		
Capital Expenditure									
Implementation of Plan	0	0	0	0	✓	0	0	0	✓
<b>Total Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	✓	<b>0</b>	<b>0</b>	<b>0</b>	✓
Capital Revenue									
<b>Total Capital Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	
<b>CLOSING BALANCE</b>	<b>71,499</b>	<b>89,534</b>	<b>89,534</b>			<b>89,534</b>	<b>89,534</b>		

# **FURTHER BREAKDOWN OF TOWNSHIP EXPENDITURE**

	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Budget	Full Year to 30 June 2011 Variance	Note
<b>Administration</b>									
Advertising	0	0	0	0	✓	0	0	0	✓
Donations & Grants	12,200	0	2,072	2,072	✓	2,072	2,072	0	✓
Promotions Ass ex Meridian	0	0	7,702	7,702	✓	7,702	7,702	0	✓
Promotions Ass ex Comm Bd	0	0	5,501	5,501	✓	5,501	5,501	0	✓
Other Expenses	0	0	0	0	✓	0	0	0	✓
Rates	4,470	3,937	2,010	1,927	X	4,020	4,020	0	✓
<b>Total Administration</b>	<b>16,670</b>	<b>3,937</b>	<b>17,285</b>	<b>13,348</b>	✓	<b>19,295</b>	<b>19,295</b>	<b>0</b>	✓
<b>General Maintenance</b>									
Materials Purchased	0	0	0	0	✓	0	0	0	✓
Gardening	8,647	8,196	7,404	792	X	14,814	14,814	0	✓
Contractors	556	566	702	137	✓	1,399	1,399	0	✓
Mtce of Irrigation Equipment	1,764	652	828	176	✓	1,658	1,658	0	✓
Lawn Mowing	9,901	10,539	9,084	1,455	X	20,446	20,446	0	✓
Repairs & Maint Unplanned	2,831	449	1,038	589	✓	2,072	2,072	0	✓
Pest Control	0	0	0	0	✓	4,144	4,144	0	✓
Tree Maintenance & Pruning	774	1,227	1,000	227	X	1,897	1,897	0	✓
Leaf Removal	0	0	0	0	✓	0	0	0	✓
Playground Maintenance	1,546	1,348	1,578	230	✓	3,157	3,157	0	✓
Litterbin waste disposal fees	57	741	102	639	X	207	207	0	✓
Litter Bin Collection	15,149	20,038	11,447	8,591	X	25,547	25,547	0	✓
Spraying	0	1,676	800	876	X	1,629	1,629	0	✓
Playground Upgrade	0	0	0	0	✓	0	0	0	✓
Walkways	0	0	1,500	1,500	✓	2,590	2,590	0	✓
Footbridge Design Investigatio	0	0	0	0	✓	0	0	0	✓
Tekapo School Pool	0	0	518	518	✓	518	518	0	✓
Tekapo Township Projects	55,666	35,506	36,000	494	✓	100,360	100,360	0	✓
Internal Motor Vehicle charges	0	0	0	0	✓	0	0	0	✓
Tkp Twnshp Proj - C Fwd Bud	0	0	0	0	✓	0	0	0	✓
<b>Total General Maintenance</b>	<b>96,892</b>	<b>81,383</b>	<b>72,001</b>	<b>9,382</b>	✓	<b>180,438</b>	<b>180,438</b>	<b>0</b>	✓

## **Variance Analysis**

✓

**TEKAPO COMMUNITY BOARD**  
**FINANCIAL REPORT FOR DECEMBER 2010**

OPERATING RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Budget	Full Year to 30 June 2011 Variance	Note
<b>OPENING BALANCE</b>	<b>12,645</b>	<b>20,311</b>	<b>20,311</b>			<b>20,311</b>	<b>20,311</b>		
<b>Operating Expenditure</b>									
Members Costs	4,181	4,061	4,380	319 ✓		8,764	8,764	0 ✓	
Consultancy	0	3,909	6,544	2,635 ✓		18,650	18,650	0 ✓	
Administration	21,891	7,534	21,065	13,531 ✓		26,962	26,962	0 ✓	
Capital Reserve Interest Paid	17,423	12,072	14,000	1,928 ✓		28,000	28,000	0 ✓	
General Maintenance	168,375	143,955	136,569	7,386 X		319,522	319,522	0 ✓	
Roading	41,773	34,985	48,552	13,567 ✓		101,731	101,731	0 ✓	
Council Staff Support Costs	60,852	60,636	60,636	0 ✓		121,268	121,268	0 ✓	
<b>Total Operating Expenditure</b>	<b>314,494</b>	<b>267,502</b>	<b>293,246</b>	<b>25,744</b>		<b>627,897</b>	<b>627,897</b>	<b>0</b>	
<b>Operating Revenue</b>									
Tekapo Works & Services Rates	113,203	134,645	127,466	7,179 X		306,352	306,352	0 ✓	
Sewer Rates	72,543	56,243	63,648	7,405 ✓		121,045	121,045	0 ✓	
Water Rates	27,448	32,744	36,212	3,468 ✓		51,880	51,880	0 ✓	
Refuse Rates	9,440	7,734	7,734	0 ✓		15,469	15,469	0 ✓	
Building Maintenance Reserve	0	0	0	0 X		10,000	10,000	0 X	
Capital Reserve Interest Received	9,654	6,256	9,846	3,590 X		19,693	19,693	0 X	
Other Income	84,467	30,922	48,340	17,418 X		103,458	103,458	0 X	
Council Staff Support Income	0	0	0	0 X		0	0	0 X	
<b>Total Operating Revenue</b>	<b>316,756</b>	<b>268,544</b>	<b>293,246</b>	<b>24,702</b>		<b>627,897</b>	<b>627,897</b>	<b>0</b>	
<b>CLOSING BALANCE</b>	<b>14,907</b>	<b>21,353</b>	<b>20,311</b>			<b>20,311</b>	<b>20,311</b>		



**TEKAPO COMMUNITY BOARD**  
**FINANCIAL REPORT FOR DECEMBER 2010**

CAPITAL RESERVE STATEMENT	Last Year YTD Actual	Actual	Budget	Dec 2010 Variance	Note	Forecast	Budget	Full Year to 30 June 2011 Variance	Note
<b>OPENING BALANCE</b>	<b>(1,226,349)</b>	<b>(136,516)</b>	<b>(136,516)</b>			<b>(136,516)</b>	<b>(136,517)</b>		
<b>Capital Expenditure</b>									
Essential Services	0	3,730	7,548	3,818	✓	196,335	196,335	0	✓
Community and Recreational Facilities	36,621	5,259	0	5,259	X	0	0	0	✓
<b>Total Capital Expenditure</b>	<b>36,621</b>	<b>8,989</b>	<b>7,548</b>	<b>1,441</b>		<b>196,335</b>	<b>196,335</b>	<b>0</b>	
<b>Capital Revenue</b>									
Tekapo Works & Services Rates	6,192	7,608	6,604	1,004	X	52,115	52,115	0	✓
Water Rates	27,510	26,586	26,586	0	✓	53,168	53,168	0	✓
Sewer Rates	37,782	35,760	35,760	0	✓	71,518	71,518	0	✓
Capital Reserve Interest Received	0	0	0	0	X	0	0	0	X
Land Subdivision Reserve	0	0	0	0	X	0	0	0	X
Essential Services	0	11,155	20,732	9,577	X	207,806	207,806	0	X
<b>Total Capital Revenue</b>	<b>0</b>	<b>11,155</b>	<b>20,732</b>	<b>9,577</b>		<b>207,806</b>	<b>207,806</b>	<b>0</b>	
<b>CLOSING BALANCE</b>	<b>(1,262,970)</b>	<b>(134,350)</b>	<b>(123,332)</b>			<b>(125,045)</b>	<b>(125,045)</b>		

Variance Analysis

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TEKAPO COMMUNITY BOARD

**SUBJECT:** LAKE TEKAPO COMMUNITY CENTRE UPDATE AND  
FUNDING SENARIO

**MEETING DATE:** 14 FEBRUARY 2011

**REF:** WAS 7/9

**FROM:** MANAGER – COMMUNITY FACILITIES

**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

**To provide an indication of financial viability and funding scenarios for consideration  
by the Tekapo Community Board**

### **STAFF RECOMMENDATIONS:**

1. That the report be received

**GARTH NIXON**  
**MANAGER – COMMUNITY FACILITIES**

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

## **BACKGROUND:**

At the Council's budget meeting, following submissions, the Council resolved Resolved that it be agreed that the proposed new Tekapo Community Centre project proceed in the following stages:

1. Obtain resource consent for the building to be constructed on the favoured lakeside site.
2. Evaluate the costs of the project and assess its feasibility and affordability.
3. Consult the community regarding the potential financial impact on ratepayers.
4. Complete detailed design and prepare tenders.

**Graham Smith/Graeme Page**

As the resource consent was declined we are back to the drawing board.

Points two and three remain valid as to the affordability of the project to the Lake Tekapo Community and there is a proposal in place to meet with the Community to discuss their views in relation to a new Community Centre

## **POLICY STATUS:**

N/A

## **FINANCIAL CONSIDERATIONS:**

I have based the affordability of this project on a total project cost of \$3,000,000 which given community buy-in; I would see this as a realistic scenario

<i><b>Tekapo Community Centre Funding Scenario 1</b></i>	
<b>Currently Tekapo Community Rates for an improvement fund of \$100,000 pa</b>	\$ 360,000.00
<b>Suggested Contribution from Lands Subdivision Reserve</b>	\$ 600,000.00
<b>Fund raising goal from the like of Lotteries Community Trusts etc.</b>	\$ 600,000.00
<b>Possible Corporate sponsorship</b>	\$ 200,000.00
<b>Community Fund raising</b>	\$ 50,000.00
<b>Total Funds Raised</b>	<b><u>\$ 1,810,000.00</u></b>
<b>Outstanding Amount</b>	\$ 1,190,000.00

<b>Tekapo Community Centre Funding Scenario 2</b>	
<b>Total estimated cost</b>	<b>\$3,500,000.00</b>
<b>Funding Scenario</b>	
<b>Currently Tekapo Community Rates for an improvement fund of 100,000 pa</b>	<b>\$ 360,000.00</b>
<b>Lands Subdivision Reserve</b>	<b>\$ 600,000.00</b>
<b>Fund raising estimate or goal from the like of Lotteries Community Trusts etc.</b>	<b>\$ 600,000.00</b>
<b>Corporate sponsorship</b>	<b>\$ 200,000.00</b>
<b>Community Fund raising</b>	<b>\$ 50,000.00</b>
	<b><u>\$ 1,810,000.00</u></b>
<b>Outstanding Amount</b>	<b>\$ 1,690,000.00</b>

Under the previous rating regime the Lake Tekapo Community is currently rated \$100,000 per annum which had been set aside for improvements to the Community Centre. Last year the Tekapo Community set aside \$150,000. I have based the funding scenarios on this amount.

That \$150,000.00 would service a mortgage of \$1.1 million paying off the entire debt within just over ten years based on the current interest rate of 6.5%. pa with no additional rate increase.

In Scenario 2 which includes the land to the value of \$500,000 the repayment period would extend out to twenty one years

The above scenario is based on the following:

- Budgeted Balance of the Community Improvement rate at year end \$ 360,000
- Approximately 75% of the current balance of the Land Subdivision Reserve
- A suggest estimate from a professional funder working in South Canterbury
- The corporate sponsorship is a guess as is community fundraising, though if the Community is behind it then this is not unreasonable.

The balance of the Land Subdivision Reserve is currently \$780,000.00. Over the years Tekapo developers have contributed approximately \$830,000.00 to this fund and Tekapo has drawn down approximately \$160,000.00. Tekapo is also recognised as lacking in recreational community facilities therefore it is not unreasonable to expect a large portion of the Land Subdivision Reserve to be available to Tekapo.

Council has not considered specifically the impact of this proposal on its Financial Reserves

## OPERATING COSTS

	Albury Hall	Mackenzie Community Centre	Tekapo Community Centre	Twizel Events Centre
<b>INCOME</b>				
Rates	-\$ 3,970.00	-\$ 28,802.00	-\$11,601.00	-\$ 50,978.00
Hall Hire	-\$ 259.00	-\$ 11,914.00	-\$ 2,072.00	-\$ 33,606.00
<b>EXPENDITURE</b>				
Labour		\$ 6,426.00		
Admin	\$ 1,128.00	\$ 4,289.00	\$ 2,391.00	\$ 8,658.00
Maintenance	\$ 1,626.00	\$ 35,054.00	\$ 18,918.00	\$ 86,932.00
Internal Charges	\$ 1,471.00	\$ 9,847.00	\$ 1,499.00	\$ 5,994.00
Total expenditure	-\$ 4.00	\$ 14,900.00	\$ 9,135.00	\$ 17,000.00
<b>Includes</b>		20 k Planned maintenance	10k Planned maintenance	17 k Planned m maintenance

The table above shows the operating cost of the existing Community Centre and Halls. The closest example would be the Twizel Events Centre with the understanding that it does not have a sports hall

Electricity for Twizel is currently budgeted at \$26,000 per annum and contractors, which include cleaning and Centre Management, equate to \$42,000; however there are additional costs associated the TEC toilets being used as public toilets.

With the potential for a new Community Centre being located outside of the REC P Zone there may be opportunities to operate a business in conjunction with it thus off-setting operating costs.

As indicated in previous plans the building design can have a significant impact on running costs and this would be difficult to establish until a full concept or design is undertaken.

The income earning potential through private hire for a Tekapo Community Centre would be far greater than the other Community Centre given the right location. Tekapo is recognised as a destination for weddings and events etc, but it is also recognised for its lack of facilities to cater for such events.

The other opportunity that exists is the need at some stage for replacement of the public toilets. Depending on the location of a new community centre combining these with public toilets may have benefits for both areas.

## **CONCLUSION:**

Whilst the operation costs of a community centre could be argued about, these costs would be entirely dependent on what was built and how it was proposed to be operated.

In terms of affordability the Lake Tekapo Community could fund a loan of up to \$1.69 million over 21 years. Indications are that based on \$3 million this sum is likely to be closer to \$1.2 million which could be repaid in approximately 13.5 years.

Without a project currently on the table this exercise will be useful in determining affordability when discussing this further with the Community.

### Calculation for Lake Tekapo Community Centre Loan – Scenario 1

Period	Balance at the Beginning of period	Regular Payment	Interest Component at 6.5%	Capital Component	Balance at the end of period
1	1,190,000.00	150,000.00	77,350.00	72,650.00	1,117,350.00
2	1,117,350.00	150,000.00	72,627.75	77,372.25	1,039,977.75
3	1,039,977.75	150,000.00	67,598.55	82,401.45	957,576.30
4	957,576.30	150,000.00	62,242.46	87,757.54	869,818.76
5	869,818.76	150,000.00	56,538.22	93,461.78	776,356.98
6	776,356.98	150,000.00	50,463.20	99,536.80	676,820.19
7	676,820.19	150,000.00	43,993.31	106,006.69	570,813.50
8	570,813.50	150,000.00	37,102.88	112,897.12	457,916.38
9	457,916.38	150,000.00	29,764.56	120,235.44	337,680.94
10	337,680.94	150,000.00	21,949.26	128,050.74	209,630.20
11	209,630.20	150,000.00	13,625.96	136,374.04	73,256.17
12	73,256.17	150,000.00	4,761.65	145,238.35	-71,982.18

### Calculation for Lake Tekapo Community Centre Loan – Scenario 2

Period	Balance at the Beginning of period	Regular Payment	Interest Component at 6.5%	Capital Component	Balance at the end of period
1	1,690,000.00	150,000.00	109,850.00	40,150.00	1,649,850.00
2	1,649,850.00	150,000.00	107,240.25	42,759.75	1,607,090.25
3	1,607,090.25	150,000.00	104,460.87	45,539.13	1,561,551.12
4	1,561,551.12	150,000.00	101,500.82	48,499.18	1,513,051.94
5	1,513,051.94	150,000.00	98,348.38	51,651.62	1,461,400.31
6	1,461,400.31	150,000.00	94,991.02	55,008.98	1,406,391.34
7	1,406,391.34	150,000.00	91,415.44	58,584.56	1,347,806.77
8	1,347,806.77	150,000.00	87,607.44	62,392.56	1,285,414.21
9	1,285,414.21	150,000.00	83,551.92	66,448.08	1,218,966.14
10	1,218,966.14	150,000.00	79,232.80	70,767.20	1,148,198.93
11	1,148,198.93	150,000.00	74,632.93	75,367.07	1,072,831.87
12	1,072,831.87	150,000.00	69,734.07	80,265.93	992,565.94
13	992,565.94	150,000.00	64,516.79	85,483.21	907,082.72
14	907,082.72	150,000.00	58,960.38	91,039.62	816,043.10
15	816,043.10	150,000.00	53,042.80	96,957.20	719,085.90
16	719,085.90	150,000.00	46,740.58	103,259.42	615,826.48
17	615,826.48	150,000.00	40,028.72	109,971.28	505,855.21
18	505,855.21	150,000.00	32,880.59	117,119.41	388,735.79
19	388,735.79	150,000.00	25,267.83	124,732.17	264,003.62
20	264,003.62	150,000.00	17,160.24	132,839.76	131,163.86

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TEKAPO COMMUNITY BOARD  
**SUBJECT:** LAKE TEKAPO TOWNSHIP PROJECTS  
**MEETING DATE:** 14 FEBRUARY 2011  
**REF:** WAS 3/5  
**FROM:** MANAGER – COMMUNITY FACILITIES  
**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

**To update the Community Board on various issues which were raised at an informal meeting.**

### **STAFF RECOMMENDATIONS:**

1. That the report be received and information noted
2. That the Tekapo Community Board proceeds to gravel and light the new walkway and make the lighting connection through to Alpine Springs.

**GARTH NIXON**  
**MANAGER – COMMUNITY FACILITIES**

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



## **ATTACHMENTS:**

Community Board's *Table of Items* updated

## **BACKGROUND:**

The Community Board met informally earlier this year to discuss township issues and projects for the coming year. Having met with the Community Board Chairman I can now update the board as per the attached sheets

## **FINANCIAL CONSIDERATIONS:**

The Township project budget had \$100,000 allocated this financial year and to date we have spent just over \$38,000 leaving approximately \$62,000 for the remainder of the year

Estimate to supply and install lighting	\$12,210.00
Estimate to metal the track to two metre width	\$7,000.00

## **CONCLUSION:**

This year we should complete the section of walkway between the effluent dump station and the camping ground offices by forming up the path and installing it using AP20. If the Community Board wishes to seal the walkway, the advice is that we should wait until the following year to allow for any subsidence associated with the original cable work.

LAKE TEKAPO COMMUNITY BOARD			
Item	Description	Action Required	Action Taken
<b>Town Projects</b>	Walkway Mt John to Town – eventually sealed and lighting	Upgrade with AP2O – Quote from Brassy. Possibility of Community Project.	Inspected with Contractor quotation requested. Estimated at this stage to supply and install lights \$ 19,210
	Public toilets – New toilets should be programmed with overall town plan in carparks at ends of town.	What maintenance planned for existing toilet? Design of toilets?	Exterior paint work programmed for March /April Community Board should advocate for new location perhaps in conjunction with play area bus stops possible Community centre Should be viewed with above.
	Bus shelter to be built into town plan – to take traffic away from town.	Design?	
	Extend Green Area and Picnic Area – between Tekapo Services and Alpine Haven – more seats and landscaping.	Look at Design.	Consider where this would sit with future development
	Landscaping – continue with areas around town.		Additional plant to be undertaken along side Murray place path
	Walkway to i-Site – bollard or indicate with markings.	Where is the boundary to the Godley?	Boundary runs along though garden area. I have discussed the possibility of road markings ti indicate pedestrian access
<b>Community Centre</b>	Resource Consent – Not granted. Options going forward, community input.	Organise forum with community groups to progress. Possibility Feb 24 <sup>th</sup> .	Funding Scenario provided for further discussion.

	Existing Community Centre upgrade - \$10k in budget for this year.  Tennis Courts – Still need to be upgraded	Prefer after forum, but will need fridge/chiller, dishwasher.	Awaiting advice from Community board May want to consider options for upcoming events.  Good project for next financial year discussion needed on the extent of works
<b>Other projects</b>	Footbridge - \$5,000 seed funding given. Peter Munro on committee.  Playground – Murray to attend meeting.  Regional Park – Peter M, Ian R and Murray on Committee.  What input required into these projects?	Ensure Committee looks at user pays funding.	This would be good as they are keen to progress and will be looking for financial assistance this year. I am still working through the issue with LINZ regarding the flyfox area Work will involve closing existing gravel track.
<b>Freedom Camping</b>	Meeting required for Town Policy and identify areas for camping. Suggested participants – CB, Camping ground, i-Site, Run Holders, Council, Regional Park, DOC	Look to hold meeting in March. Include reps from Twizel.	
<b>Mackenzie Tourism &amp; Development Trust</b>	Annual report/Board report Progress to date of i-Site	Peter Maxwell on Board. Include on agenda for presentation from Board.	
<b>Town Development</b>	Progress. Input going forward?	Peter Maxwell on project team. Include on agenda for update.	

<b>Civil Defence</b>	Formation of Civil Defence Plan/Appointment of Liaison person. Suggested meeting participants – CB, Army, Council, Police, Search & Rescue, Run Holders, Fire Service.	On hold until Council appointment.	
<b>Town Maintenance Issues</b>	<p>Rubbish</p> <p>Reasealing Work – Murray Pl</p> <p>Shrubs – Lochinvar/Town/Mt John</p> <p>Skips – Bakery/Godley</p> <p>Willow prunings – to be disposed</p> <p>Lookout sign Hamilton Dr – Only sign off highway, no sign at lookout</p> <p>Yellow lines – State Highway/Hamilton Dr – cars parking on the yellow lines</p>	<p>Bins to be modified?</p> <p>Follow up with Bernie?</p> <p>Can Sue be used to keep shrubs trimmed around town?</p> <p>Can anything be done to clean up and hide?</p> <p>Identify area for burning and liaise with Lions and Fire Service.</p> <p>Requires sign at Lookout</p> <p>Requires ‘no stopping’ sign on side of road</p> <p>?</p>	<p>Modification costs in the region of \$500</p> <p>This work should be included as part of regular maintenance.</p> <p>I have discussed with Lake Tekapo Fire Chief who has agreed to undertake this work. I imagine Lake levels are impacting on his ability to do this work.</p> <p>Work has been tasked</p> <p>This is a transit issue check on progress</p>

	<p>Street lights – Aorangi Cres – problem with lights out</p> <p>Playground slide – Scott St – static buildup</p>	<p>Earthing strap required</p>	<p>This work has been identified. Waiting on contractor</p> <p>Having researched this it is not the slide but the child and warm dry conditions as well their cloths. An Earth strap won't work as it is the child that is charged. Solution use the slide on cold wet days</p>
<b>Community Updates</b>	<p>Establishment of Web Page on MDC Website</p> <p>Accessible Articles – each 3 months</p>	<p>Murray to meet with Steve Barlow in Feb</p> <p>Accessible article done for Feb</p>	
<b>Rabbits</b>	<p>Letter received from Ecan regarding rabbits in Town</p>	<p>Required strategy with farmers (Snow and Andrew), DoC and Ecan</p>	<p>I have increased the draft budget for the Tekapo Community and also suggested that Forestry makes similar provision</p>
<b>Cycle Strategy</b>		<p>Peter Munro to do draft strategy</p>	
<b>Staff Housing</b>	<p>Permanent rentals in short supply for workers. Strategy needed to address.</p>	<p>Identify whether Council and private development could be initiated</p>	



**SOCIETY INCORPORATED**

24 January 2011

Murray Cox

Chairperson

Lake Tekapo Community Board

Dear Murray

Re Lake Tekapo Footbridge

Please find enclosed a copy of a letter replying to Glen Innes, Chief Executive Officer Mackenzie District Council. We note that his reply was not copied to you so a copy of that letter is also enclosed. You already have a copy of our original letter to the Mayor.

We fully appreciate the Community Board's financial help to us in the past but we consider it is the Council now who should be taking more responsibility for this project.

Thank you for your consideration and we look forward to your on-going support.

Chris Maclaren

Secretary Lake Tekapo Footbridge Society



## SOCIETY INCORPORATED

24 January 2011

Glen Innes  
Chief Executive Officer  
MacKenzie District Council  
P.O. Box 56  
Fairlie 7949

Dear Glen,

Re: New Footbridge for Lake Tekapo

Thank you for your letter of 25 November 2010.

All community board members in Lake Tekapo have publicly said that they support the footbridge proposal. To date the board has provided \$5 000 as seeding funding. Since the community board has no power to make decisions re the use of the Reserves Contribution Fund we are sending this request directly to the council.

The council has received, since 2004, considerable cash contributions from two large residential developments and a multi-accommodation development in Lake Tekapo under section 12 of the district scheme (Subdivisions, developments and financial contributions).

According to clause 9b the contributions are towards '**provision of land and facilities for open space and recreation**'.

Members of the society consider a footbridge fits into this category. It will provide a facility for walkers and bikers to move around the village without the worry of a hazardous across-the-dam crossing with the ever increasing traffic flow.

It was disappointing to note in the latest M.D.C. report summary that no mention was made to the footbridge society in the reference to community groups making a difference in their communities. The Council cannot keep ignoring our committee who have raised over \$20 000 in the last year with potential to double that in the next year. We have also obtained a commitment of \$12 000 for 'work in kind'. Our efforts have not cost the community or the council anything to this point.

1 of 2

PO Box 109 Lake Tekapo 7945    [info@laketekapofootbridge.co.nz](mailto:info@laketekapofootbridge.co.nz)    ph: 03 680 6669    fx: 03 680 6661

With an operating surplus of over \$3 457 000 for 2009/2010 year and substantial investments we think it would be more than reasonable for the Council to make a contribution to this much needed community and district facility. Significant financial support from the Council is crucial to encourage prospective funders for this scheme. We would like to request that the Council make an allowance in its budget in the Annual Plan to commit to this most worthwhile community project.

We will be approaching you in the near future with our business plan.

We would like to invite the Mayor and the Council's financial advisor to our next meeting, Tuesday 16 February 7.30pm, to find a way forward.

Yours sincerely,

Colin MacLaren  
Chairperson Lake Tekapo Footbridge Society Inc.

Copy to:  
Mayor Claire Barlow  
Murray Cox, Chairperson Lake Tekapo Community Board

*L. Monte* *M. H. H. H.* *Ch. H.*

*A. P. H. H.*

*Ch. H.*

*Ch. H.*





## Mackenzie District Council

Colin J Maclaren  
Chairperson  
Tekapo Footbridge  
PO Box 109  
LAKE TEKAPO 7945

Dear Colin

### *Request for funding*

Thank you for your letter dated 18<sup>th</sup> November 2010 which the Mayor has asked me to respond to.

The Group has clearly been active since its formation and achieved real progress.

In terms of Council's policies, the likely source of any Council funding will be from the Tekapo Community, so I will place your request in front of the Community Board at its first meeting in the New Year.

That is set down for Monday 14 February 2011.

Yours faithfully

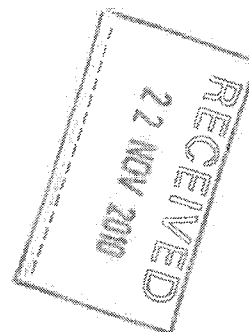
**GLEN INNES**  
**CHIEF EXECUTIVE OFFICER**

REF: WAS 3/5

Cc: Rosemary Moran & Mayor Claire Barlow



was 3/5



## **SOCIETY INCORPORATED**

18 November 2010

Mayor, Councillors and Lake Tekapo Community Board  
MacKenzie District Council  
P.O. Box 56  
FAIRLIE 7949

Dear Sirs and Mesdames,

Re: Lake Tekapo Footbridge Society

We invite the Council to include funds in next year's budget to assist with the Lake Tekapo Footbridge project. It has long been the wish of Tekapo residents to have a footbridge to alleviate the pressures on the Church of the Good Shepherd and to improve pedestrian flow through the town. The Church is known nationally and internationally as a tourist icon, and the whole of the Mackenzie Basin benefits from this "attractor". Yet the daily "mass invasion" of this area by campervans and buses is chaotic and shows a complete lack of good management. (Please view the video depicting the problems here:

<http://www.youtube.com/watch?v=9kMcZIZchdo&feature=youtu.be&a>).

The Council has the opportunity to improve pedestrian safety and provide proper traffic and parking management by giving significant financial support to this project to make it finally happen (after more than 15 years of talking about it!).

As you are aware the Lake Tekapo Footbridge Society has now been in existence for 13 months for the sole purpose of building this bridge over the Tekapo River. In that time the society has accomplished the following.

1. Canvassed all ratepayers for opinions re the construction of a footbridge and has received overwhelming support.
2. Had preliminary concept and structural design completed.
3. Has had preliminary estimates made of the cost of the design.
4. Held a fundraising launch where over \$ 11 000 was raised.
5. Applied for a resource consent from ECan.
6. Received minimum design standards from Meridian.
7. Erected a sign and coin collector near the proposed bridge site.
8. Received seeding funding from Lake Tekapo Community Board and Meridian.
9. Applied to Tourism NZ for major funding.

1 of 2

Consultant fees, surveying fees, and ECan resource consent costs have been waived to a total of \$13 500. Total amount raised when taking work-in-kind into account is approximately \$32 000.

Fundraising efforts continue with two summer/autumn events planned, and opportunities given for interested parties to donate through the website or to become Friends of the Footbridge. The coin collector near the proposed site is already proving to be worthwhile.

Below is a preliminary list of sources of funds:

- a. Tourism New Zealand;
- b. Mackenzie District Council;
- c. Transit NZ;
- d. Meridian and Genesis;
- e. Mid and South Canterbury Community Trust;
- f. Southern Trust; and
- g. Lake Tekapo Footbridge Society Inc fundraising events.

This will hopefully achieve near \$700 000 with the first three sources making a significant contribution. The costings we have received indicate that we would require around \$1 000 000. For the remainder we will apply to the Lottery Significant Projects Fund.

Enclosed is a copy of a letter from the Hon Steven Joyce, Minister of Transport. The second paragraph on the second page refers to the possible receipt of funding from Transit. We would like it to be noted that such funding would be for the specific purpose of a footbridge.

Yours sincerely,



Colin J Maclaren  
Chairperson



## Office of Hon Steven Joyce

Minister of Transport  
Minister for Communications  
and Information Technology

Associate Minister of Finance  
Associate Minister for Infrastructure

18 AUG 2010

Margaret Munro  
Lake Tekapo Footbridge Society Inc  
PO Box 160  
**LAKE TEKAPO 7945**

Dear Margaret

Thank you for your letter of 10 June 2010 about pedestrian safety in the Lake Tekapo Township. Please accept my apologies for the delay in replying.

I understand you are concerned about the 60 km/hr speed limit and the lack of a pedestrian crossing on State Highway 8 (SH8) in the Lake Tekapo Township. You are also concerned about pedestrians using the unprotected narrow ledge of the bridge to avoid crossing the highway, and are seeking my assistance with the Lake Tekapo footbridge project.

I asked the NZTA (which took over Transit NZ's functions in 2008) to look into your concerns about pedestrian safety. The NZTA informs me that it is aware of all the safety issues you have raised, and the footbridge project. The NZTA also informs me that it has discussed the issues with the Community Board and your local MP, Jacqui Dean.

With regard to the 60 km/hr speed limit, the NZTA informs me that this was reduced from 70km/hr a few years ago, and is the lowest possible limit available for this section of road under the 'Land Transport Rule: Setting of Speed Limits 2003'. This is because the volumes of traffic are comparatively light and the township is not a highly-developed urban environment. Schedule One of the Land Transport Speed Limits Rule details the procedures for calculating speed limits, and is available on the NZTA website: [www.nzta.govt.nz/resources/rules/setting-speed-limits-2003-index.html](http://www.nzta.govt.nz/resources/rules/setting-speed-limits-2003-index.html).

In response to your concern about the lack of a pedestrian crossing, the NZTA informs me that with the current traffic volumes in the Lake Tekapo township, a pedestrian refuge island is the most appropriate solution to address pedestrian safety and convenience. This is consistent with the "Pedestrian Planning and Design Guide" which is accepted best practice, and can be viewed at: [www.nzta.govt.nz/resources/pedestrian-planning-guide/](http://www.nzta.govt.nz/resources/pedestrian-planning-guide/).

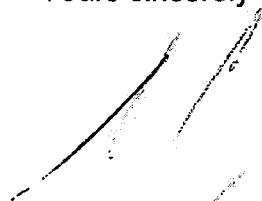
In response to your concern about pedestrians using the unprotected narrow ledge of the bridge to avoid crossing the highway, the NZTA informs me that this issue has been discussed with the local policeman. Signs will soon be installed near the control gates requesting that people cross the road and use the footway instead. The NZTA has also looked at the possibility of constructing a pathway on the eastern side of the Lake Tekapo control gates. However, this is not possible due to operational issues with the flow-prevention gates.

With regard to the Lake Tekapo footbridge project, the NZTA informs me that it will discuss the issue of funding with the Mackenzie District Council. I have asked the NZTA to keep you informed of the outcome of these discussions.

If you require any further information about these matters, you are welcome to contact Colin Knaggs, the NZTA's Christchurch State Highways Manager, by email to [colin.knaggs@nzta.govt.nz](mailto:colin.knaggs@nzta.govt.nz) or by phone on (03) 963 3200.

Thank you again for your letter, and I wish you every success with your project.

Yours sincerely



Steven Joyce  
Minister of Transport

Copy to: Jacqui Dean  
MP for Waitaki

## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TWIZEL AND TEKAPO COMMUNITY BOARDS

**SUBJECT:** INCREASING RABBIT LEVELS IN TOWNSHIPS

**MEETING DATES:** 15 FEBRUARY 2010

**REF:** WAS 3/5 WAS 3/6

**FROM:** COMMUNITY FACILITIES MANAGER

### **PURPOSE OF REPORT:**

To consider a letter from Environment Canterbury regarding the increasing levels of rabbits in the Twizel and Lake Tekapo Townships.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. That consideration be given to making provision in the 2011/2012 Community Boards' budgets for rabbit control in the Townships.

**GARTH NIXON**  
**COMMUNITY FACILITIES MANAGER**

**ATTACHMENT:**

A letter from Environment Canterbury dated 7 January 2011.

**BACKGROUND:**

Following its meeting on 25 January 2011, the Council had an informal discussion about the issues raised in the letter from Environment Canterbury. It was suggested that provision be made in the 2011/2012 budgets for rabbit control in the Twizel and Lake Tekapo Townships.

**POLICY STATUS:**

N/A

**SIGNIFICANCE OF DECISION REQUESTED:**

The decision is not significant in terms of the Council's Policy on Significance.

75 Church Street  
PO Box 550  
Timaru 7940

P. 03 687 7800  
F. 03 687 7808  
E. [ecinfo@ecan.govt.nz](mailto:ecinfo@ecan.govt.nz)

Customer Services  
P. 0800 324 636

[www.ecan.govt.nz](http://www.ecan.govt.nz)

7 January 2011

Mackenzie District Council  
Attn: Garth Nixon  
P O Box 52  
**FAIRLIE 7949**

Dear Garth

**RE: INCREASING RABBIT LEVELS – TEKAPO & TWIZEL TOWNSHIPS**

You will be no doubt aware of increasing number of rabbits visible around the greenways and township boundaries mentioned above.

I have received several complaints from residents some of which have been redirected from Mackenzie District Council to Environment Canterbury asking for some control to be carried out.

Over the last five years immunity levels to the rabbit haemorrhagic disease have increased and with this the associated increase in rabbit numbers has required that landowners (especially in the Mackenzie) have needed to initiate traditional rabbit control methods to keep populations in check. District Council land is no different in this regard.

I urge the District Council to plan and engage in regular rabbit control measures. Rabbit control around built up areas does raise concerns and issues, but has been undertaken historically. Please contact me to discuss options and possible contractors.

Thank you.

Yours sincerely



Brent Glentworth  
**BIOSECURITY TEAM LEADER**

cc: Twizel Community Board  
Peter Bell (Chairman)  
5 North West Arch  
Twizel

Tekapo Community Board  
Murray Cox (Chairman)  
P O Box 54  
Lake Tekapo



## **MACKENZIE DISTRICT COUNCIL**

**REPORT TO:** TEKAPO COMMUNITY BOARD  
**SUBJECT:** ALEXADR TCE SEAL EXTENSION  
**MEETING DATE:** 14 FEBRUARY 2011  
**FROM:** ASSET MANAGER  
**FILE REF:**

### **PURPOSE OF REPORT:**

To the community boards intentions regard sealing Alexandra Tce

### **STAFF RECOMMENDATIONS:**

1. That the report be received.
2. Complete/not complete the project
3. Determine how the project will be funded.

**BERNIE HAAR**  
**ASSET MANAGER**

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

**BACKGROUND:**

Early in 2010 the Tekapo Community Board received a request to seal Alexandra Tce from a resident on that street to tidy it up and bring it into line with other streets in Tekapo. The Board resolved to consider the request at the Budget meetings in March 2010.

At that meeting the Board resolved to include \$10,000 in the budget for sealing Alexandra Tce.. Unfortunately I was not able to be at that meeting and it appears that those present thought that the project could be funded from the subsidized roading budget. This is not possible and will have to be fully funded from the non subsidized roading account.

What all this means is that we rated for \$4,600 for the project expecting to get the balance from NZTA and as stated above this was not possible. It therefore leaves a short fall of \$5,600 to complete the project this year.

So as I see it the Board has a choice, either:

- 1 Complete the work this year and fund the shortfall from:
  - a. Reserves and rate for the work next year.
  - b. Other project funds that may not be spent, or
- 2 Rate for the balance and complete the works in the 2011/12 year