



TEKAPO COMMUNITY BOARD

Membership:

Peter Munro (Chairman)
Stella Sweney
Alan Hayman
Lynette Martin
Cr Murray Cox

*Notice is given of a meeting of the Tekapo Community Board on
Tuesday, June 3, 2014, at 7:00pm.*

VENUE: Lake Tekapo Community Hall, Tekapo

BUSINESS: As per agenda attached

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER



TEKAPO COMMUNITY BOARD

Agenda for Tuesday, June 3, 2014

APOLOGIES: Lyn Martin has sent an apology for this meeting.

DECLARATIONS OF INTEREST

MINUTES:

Confirm and adopt as the correct record the minutes of the meeting held on Tuesday, April 22, 2014, including those matters taken under public excluded.

MATTERS UNDER ACTION

REPORTS:

1. Tekapo Community Hall Fees (attached).
2. Update on Residential Land Use Issues in Tekapo (verbal report from Nathan Hole).
3. Update on Landscaping of Tekapo Community Centre Grounds (verbal update from Garth Nixon).
4. Ward member's report (verbal).
5. Reports from members who represent the board on other committees (verbal).

GENERAL BUSINESS

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TEKAPO COMMUNITY BOARD HELD IN THE LAKE TEKAPO COMMUNITY HALL, TEKAPO, ON TUESDAY, APRIL 22, 2014, AT 7.30PM

PRESENT:

Stella Sweney (Acting Chairperson)
Alan Hayman
Lynette Martin
Cr Murray Cox

IN ATTENDANCE:

Wayne Barnett (Chief Executive)
Garth Nixon (Community Facilities Manager)
Arlene Goss (Committee Clerk)
Barry Johnston (public)
Raeleene Yee (public)
Ian Satterthwaite (public)
Freidl Hale (public)

OPENING:

Stella Sweney welcomed everyone to the meeting.

APOLOGIES:

Resolved that an apology be accepted from the chairman Peter Munro, Mayor Claire Barlow and Finance and Administration Manager Paul Morris.

Murray Cox/Alan Hayman

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Tekapo Community Board held on March 10, 2014, including those parts taken in public excluded, be confirmed and adopted as the correct record of the meeting.

Alan Hayman/Lyn Martin

TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION:

1. **Civil Defence:**

Cr Cox said a meeting has been held between himself, Nathan Hole (planning and regulation manager), Ray Gardener (emergency manager) and Emergency Services. This meeting was to bring everyone up to date with the draft Tekapo Community Response Emergency Plan. This plan is to be updated. Discussion was held around communication and radios in an emergency situation. This group will put out a

communication to the township that says who's who in an emergency and who to contact. Another meeting is planned before winter.

Cr Cox has also attended a meeting between police, roading contractors and Suzy Ratahi (roading manager). This was to look at the planned response to heavy snow. The police would like to see electronic road closure signs placed at Tekapo and Fairlie. Also looking at whether the police can put gates in so roads remain closed without the need for staff to be there all the time.

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

Cr Cox said the NZ Motor Caravan Association have put out a model bylaw. The Act only applies to council and regional council land, not LINZ or DOC land. DOC wants to be involved when council forms a new bylaw. It may be worthwhile talking to LINZ as well. Discussion needs to be held with the community boards to decide where permitted and restricted freedom camping areas are to be located. Also discussion with Genesis regarding the use of canal areas.

3. Community Hall:

A tender has been accepted for the veranda cover and work is expected to begin this month.

4. Lighting Ordinances:

No update. There are three lights in Tekapo of concern. Those businesses have been approached.

5. Lochinvar Subdivision:

No update.

6. Council Owned Units for Worker Accommodation:

No progress made. Cr Cox said a few developers have raised their hands as being interested and Tekapo developers are taking the need for worker accommodation on board. The chief executive said he is looking specifically at what council can do in its role.

7. Walkways and Cycle ways:

This topic has been further discussed at budget meetings.

8. Tekapo Plantation: Murray Place/Section A:

No progress on the planting plan but it is coming. Irrigation line is ready to hook to the pipe. Trying to sort out a fencing contractor to put in some rabbit fencing. Track has been gravelled. Lyn Martin asked for something in writing to be communicated to the residents.

9. Tekapo Plantation: Planting of Section B by the Enhancement Society:

Colin MacLaren has planted some trees. Stella Sweney asked if someone has thanked him. The community board noted appreciation for his work and Lyn Martin will take this message back to the Enhancement Society.

10. Future of Moturiki Island:

No progress. Cr Cox to catch up with Sally Jones from the Department of Conservation.

11. Request to YHA:

The community board requested that the Mackenzie District Council negotiate with the YHA for the planned sale and development of a site other than Lot 5. This went to council and staff have been instructed to progress this and it is happening. Stella

Sweney asked members of the public if they wished to comment on this matter. Barry Johnston asked if the website could be updated with comments from the property group and community board. The chief executive agreed this could be done after the next Tekapo Property Group meeting.

12. Town Planter Boxes:

Planter boxes have been removed and will be replaced in spring.

FINANCIAL REPORT TO FEBRUARY, 2014:

The community board considered a report from Finance and Administration Manager Paul Morris, who was not at the meeting. The chief executive offered to take the board through the financials page by page.

He said there are some minor errors in the rates figures due to the financial reports being printed for the meeting agenda before all the information was available.

A question was asked regarding repairs to the water supply. There have not been as many repairs as the budget allowed for, leading to not as much money spent as budgeted.

Garth Nixon spoke regarding the financial results for the Tekapo Community Hall on page 21 of the agenda. There has been some over expenditure in operational maintenance year to date. The Tekapo township budget is favourable.

Cr Cox asked if there was still money in the walkway account and could it be used to upgrade some walkways.

Stella Sweney asked regarding litter collection. She referred to an editorial in the Timaru Herald regarding the lack of litter bins at the public area near the Church of the Good Shepherd.

Garth Nixon said there is a contract for a weekly litter collection in that area by Whitestone. He questioned whether the community board held responsibility for the area, or if it was the responsibility of the church to maintain their tourist attraction, as the church received donations from visitors for this purpose.

The council and community board decided some years ago to promote recycling and removed litter bins in favour of recycling stations. The more litter bins you have the more rubbish you get in them. Currently there are three bins in the Tekapo shopping areas, plus discussion around putting one at the Challenge service station as litter is being dropped there by campervans.

The community board discussed the option of supply litter bins at the church. They would need to be emptied daily. The church has a committee. Has anyone spoken to them? If the church gets money in donations it should make a contribution.

The community board agreed that another bin at the Challenge Service Station was a good idea.

Garth Nixon offered to speak to someone at the church regarding the issue. Lyn Martin also offered to do this.

Friedl Hale spoke from the floor and said she used to be a caretaker at the church. Part of her responsibility as caretaker was to pick up the rubbish. She wondered if this was still happening.

No resolution was passed.

GRANT REQUEST – TEKAPO SCHOOL BOARD OF TRUSTEES:

Garth Nixon has received this request from the Board of Trustees at Tekapo School. They are bringing the Garden City Band to the school as a fundraiser and are looking for support from the community board in the form of a grant to cover the cost of hall hire.

The community board agreed that schools form the hub of a small community like Tekapo and should be supported. In the past the community board has granted half the cost of hall hire to similar events. Following discussion they agreed to cover the full cost.

Resolved:

1. That the report be received.

Alan Hayman/Lyn Martin

2. That the community board approve a grant to pay the total amount the hall hire for the event.

Alan Hayman/Lyn Martin

GRANT REQUEST – LAKE TEKAPO SOLAR SYSTEM PROJECT:

Friedl Hale was at the meeting to speak in support of her request to the community board for a further grant to complete this project. She said the tile work is complete and the dial is telling solar time, and there is a sign to explain this. She tabled a new financial statement that shows the updated financial situation. The reason the project needs further support is because some work that was originally supposed to be voluntary needed to be paid for. She has personally paid \$2,200 to cover costs and is requesting a grant for that amount which would be reimbursement. About \$32,000 has been put into the project to date. A grant of \$7000 from the community board last year has been spent.

There was some discussion regarding what previous grants had been received and where further money could come from. The board would like to see a project plan that shows what's left to do, when it's to be done and how much it will cost. This could come back to the community board when they are looking at town projects for next year.

Resolved:

1. That the report be received.

Alan Hayman/Murray Goss

2. That the Tekapo Community Board decline the request from the Lake Tekapo Solar System Project Committee for \$2,200 and request a further application with more detail be submitted for consideration under the projects budget.

WARD MEMBER'S REPORT:

Cr Cox reported his main activity has been the budget meetings and looking at the rates for the next year. He has also attended the Upper Waitaki Water Zone committee meeting, which is currently working through nitrate limits to be put in place across the catchment area. Cr Cox would like to ask the water zone committee facilitator to speak to the community board regarding this work as it affects farmers and townships. There will be community meetings held in the next few months.

At last council meeting there was a presentation from DOC, Linz and Ecan on wilding pine strategy. Currently an opportunity to form a partnership on this issue. Council also had an interesting presentation from Tim Hunter, Christchurch and Canterbury Tourism. It was interesting that they predict a 25% increase in visitor numbers over next 5-10 years. Areas visitors are coming from are China, Indonesia, India and Latin America. Cr Cox will be attending meeting on May 12th with Ecan regarding the Tekapo Transfer Project.

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

Cr Cox provided the community board with a regional park update. Ecan have signed lease with NZ Motor Caravan Association for lease of space in the park. A driveway will go in over the next couple of months. Standard charge of \$3 per person, per night will apply. The Regional Park has purchased four second hand water tanks from Genesis to replace old concrete tanks. Main work at present is planting out, rabbit control and clearing branches.

GENERAL BUSINESS:**GRANT REQUEST – LYN MARTIN TO SPEAK ON BEHALF OF TEKAPO FOOTBRIDGE SOCIETY:**

Community Board member Lyn Martin withdrew this item from the agenda and would like to come back to the board at a later date to discuss this. She then provided the community board with an update on progress with the Tekapo Footbridge.

Things are on track. Nothing will happen structurally until September when the lake is lowered. Currently working through the process of gaining consent for the structure. Can see a funding shortfall of about \$150,000. In talks with NZTA and they are supportive. The Footbridge Society does not want to uplift all the money that has been allocated by the community board so will be looking at other avenues. They currently have an ongoing dispute with Ecan regarding a \$5,000 fee.

PUBLIC CONTRIBUTION:

Barry Johnston asked the community board about old pine trees around the lake that are past their use by date and blocking views. Specifically those on council land near the squash club and on the lake front. Garth Nixon said there will be an overall landscape

design coming for the area and the pines are likely to be mentioned in that. This is likely within the next six months.

The community board agreed to consider this further.

Mr Johnston also asked the community board to consider making Tekapo the starting point for the Alps2Ocean cycleway, or introduce a circular route around Mount John and Lake Alexandrina. Garth Nixon said there has been a lot of talk about opportunities created with the canal roads. The community board might be able to look at it as a project. No final decision from Genesis yet.

Mr Johnston said Tekapo was number one in sunshine hours last year but does not publicise this. He suggested a sign be erected in the town.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9.00PM**

CHAIRMAN: _____

DATE: _____

Unconfirmed

TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION:

1. **Civil Defence:**

The draft Tekapo Community Response Emergency Plan is to be updated by Civil Defence. The police would like to see electronic road closure signs placed at Tekapo and Fairlie. Also looking at whether the police can put gates in so roads remain closed without the need for staff to be there all the time.

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

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11. **Request to YHA:**

Staff have been instructed to progress a community board resolution that the Mackenzie District Council negotiate with the YHA for the planned sale and development of a site other than Lot 5.

12. Town Planter Boxes:

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13. Litter at the Church of the Good Shepherd:

Garth Nixon and Lyn Martin offered to speak to the church regarding the issue of litter.

MACKENZIE DISTRICT COUNCIL

REPORT TO: TEKAPO COMMUNITY BOARD
SUBJECT: TEKAPO COMMUNITY HALL FEES
MEETING DATE: 4 JUNE 2014
REF: WAS 7/9
FROM: MANAGER – COMMUNITY FACILITIES
ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To consider revised fees and charges for the Tekapo Community Hall

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the Tekapo Community Board recommends to Council the revised fees and charges schedule be adopted

GARTH NIXON
MANAGER – COMMUNITY FACILITIES

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

BACKGROUND:

Fees and Charges

The fees and charges need to be reviewed annually to maintain the rate and avoid large increases that generally find displeasure from the users.

The Hall has been operating for 12 months now and providing satisfactory return to the local Community.

Feedback from Tekapo Weddings and Events suggests that users are generally happy with the rates but there are some minor adjustments and suggestions that may improve clarity.

These include....

- a set charge for the complex hire for Weddings etc rather than a day hire plus set up and take down charges
- an hourly rate for the whole complex for short duration hire.
- Need for a not for profit fundraiser rate

CONSIDERATIONS

The increase proposed is based on 2.5 % with some rounding.

There are new proposed fees for hourly use of the whole complex .

A special rate for fundraising or charitable events is inappropriate. In these cases the Community Board should make a grant. Alternatively the Board could allocate an amount and these a grant from the community to contribute

Tekapo Community Hall	Current Local Per hour	Current Commercial Per hour	2014 /15 Proposed Local Per hour	2014/2015 Proposed Commercial Per hour
Community Board room – morning or afternoon or evening	\$ 15.00	\$ 30.00	\$ 15.50	\$31.00
Main Hall – morning or afternoon or evening	\$ 15.00	\$ 30.00	\$ 15.50	\$ 31.00
Kitchen for cup of tea/coffee – per use, zip and mugs	Included in Board room hire	Included in Board room hire		
Kitchen for catering use – includes ranges, crockery and cutlery	\$ 25.00	\$ 50.00	\$ 26.00	\$ 52.00
Use of whole complex (wedding/function , kitchen and board room included	\$ 300.00.	\$ 600.00	\$ 350.00 Inclusive of set up and clean up fee	\$ 750.00 Inclusive of set up and clean up fee
Setting up/decorating/cleaning, day before and after	\$ 50.00	\$ 100.00		
Whole Complex per hour			\$ 42.00	\$ 85.00

CONCLUSION:

It makes sense to continue to make small adjustments overtime to avoid larger increases in one. There seems to be general acceptance of the charge out rates for the facility over the past twelve months.

The Community Board should adopt the fees and charges as proposed.