



433RD MEETING OF THE
MACKENZIE DISTRICT COUNCIL

TO THE MAYOR AND COUNCILLORS OF THE MACKENZIE DISTRICT COUNCIL

Membership of the Council:

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

*Notice is given of a meeting of the Mackenzie District Council to
be held on Tuesday May 13, 2014, at 9.30am.*

VENUE: Twizel Service Centre, Twizel

BUSINESS: As per agenda attached

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER



MACKENZIE DISTRICT COUNCIL

Agenda for Tuesday May 13, 2014, at 9.30am in Twizel

OPENING

APOLOGIES

DECLARATIONS OF INTEREST

BEREAVEMENTS

MAYOR'S REPORT 4

REPORTS:

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| A) CHIEF EXECUTIVE'S ACTIVITIES | 6 |
| B) PROPOSAL TO CLOSE ROADS OFF BRAEMAR ROAD | 8 |
| C) APPOINTMENT TO AORAKI FOUNDATION | 11 |
| D) COMMON SEAL | 13 |

GENERAL BUSINESS:

- A) UPDATE ON OLD LIBRARY CAFÉ (DISCUSSION)
- B) UPDATE ON GUDEX ROAD (DISCUSSION)
- C) UPDATE ON PUKAKI INFORMATION CENTRE (DISCUSSION)

COMMUNITY BOARD RECOMMENDATIONS AND MINUTES: 14

The Twizel Community Board and Tekapo Community Board meetings held on April 22, and the Fairlie Community Board held April 28, 2014.

- | | |
|------------------------------------|----|
| A) TWIZEL COMMUNITY BOARD MINUTES | 18 |
| B) TEKAPO COMMUNITY BOARD MINUTES | 25 |
| C) FAIRLIE COMMUNITY BOARD MINUTES | 31 |

RURAL TRAVEL FUND ALLOCATION GROUP MINUTES: 36

Receive the minutes of the Rural Travel Fund Allocation Group meeting held on April 15, 2014.

CREATIVE COMMUNITIES ASSESSMENT GROUP MINUTES: 38

Receive the minutes of the Creative Communities Scheme Assessment Group meeting held on April 16, 2014.

COMMITTEE MINUTES:

Receive the minutes of the Asset and Services Committee and

Planning and Regulation Committee meetings held on April 29, 2014, and the minutes of the Finance Committee meeting held on May 6, 2014, including such parts taken with the public excluded.

A) ASSET AND SERVICES COMMITTEE MINUTES	43
B) PLANNING AND REGULATION COMMITTEE MINUTES	47
C) FINANCE COMMITTEE MINUTES	50

CONFIRMATION OF COUNCIL MINUTES: 59

Confirm and adopt the minutes of the Mackenzie District Council meeting held on April 1, 2014, including such parts as were taken with the public excluded, as the correct record of the meeting.

MATTERS UNDER ACTION

CONFIRMATION OF EXTRAORDINARY COUNCIL MINUTES: 75

Confirm and adopt the minutes of the Extraordinary Meeting of the Mackenzie District Council held on April 29, 2014, as the correct record of the meeting.

PUBLIC EXCLUDED:

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

A) SALE OF LAND TO MERIDIAN ENERGY.	80
B) PREVIOUS MINUTES TWIZEL COMMUNITY BOARD, APRIL 22.	
C) PREVIOUS MINUTES FINANCE COMMITTEE, MAY 6.	
D) PREVIOUS MINUTES COUNCIL, APRIL 1.	

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Sale of Land to Meridian Energy	Enable commercial negotiations	48(1)(a)(i)
Previous minutes Twizel Community Board	Commercial sensitivity	48(1)(a)(i)
Previous minutes Finance Committee	Enable commercial negotiations	48(1)(a)(i)
Previous minutes Council	Commercial sensitivity	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Previous minutes Twizel Community Board and Previous Minutes Council under section 7(2)(b)(ii). Sale of Land to Meridian Energy and Previous Minutes Finance Committee under section 7(2)(i).*

ADJOURNMENTS:

10.30am	Morning Tea
12.00pm	Lunch
3:00pm	Afternoon Tea

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL
SUBJECT: GENERAL ACTIVITIES REPORT
MEETING DATE: 13 MAY 2014
REF: PAD 2/3
FROM: MAYOR

ACTIVITY REPORT

COUNCIL, COMMITTEE AND BOARD MEETINGS

3 April	Budgets Workshop
8 April	Budget meeting continuation.
29 April	Committee Day
7 May	Twizel CB Meeting.
8 May	Water AGM's (Kimbell, School Rd, Allandale)
13 May	Council meeting

OTHER MEETINGS AND ACTIVITIES

2 April	Met to discuss potential co-operation and shared services amongst SC Councils with Waimate & Timaru DC's with the CEO.
9 April	Attended dinner in Timaru to listen to Faye Wightman, former president & CEO of Vancouver Community Foundation
10 April	Attended Civil Defence Forum in Christchurch
11 April	Attended Upper Waitaki Zone Committee Meeting. Met with Cr Leslie and CEO regarding CEO Performance process
12 April	Attended the opening of the new SARS building in Twizel.
14 April	Attended Fairlie Probus Group function in Fairlie.
15 April	Had lunch with Alpine Energy CEO Andrew Tombs. Regional Civil Defence Group Controller & MCDEM Sth Island Co-Ordinator visit.
17 April	Met with the DIA/MFE officials regarding the review of Ecan Governance arrangements.
25 April	Attended ANZAC Day parade and laid a wreath in Fairlie.
29 April	Met with Andrew Simpson, Michael Burtscher, John Murray & Cr Cox with Ecan Commissioners.
30 April	Twizel clinic day – met with Luke Paaredekooper, Stuart Petrie & Jillian Fordyce & Dave Allan from Bendrose Station.
2 May	Attended NZ Farm Forestry Assn & Fed Farmers High Country Workshop at Tekapo.
8 May	Attended the Official Welcome of the Gurkas at Balmoral Army Camp, Tekapo.
9 May	Attended SCDHB Annual Plan meeting along with the CEO.
12 May	Met with Wendy Lawson and Jenny Ladley from University of Canterbury. Joint Briefing – Water Zone Committees around the Fairlie area.

1. That the report be received.

CLAIRE BARLOW
MAYOR

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: CHIEF EXECUTIVE OFFICER'S GENERAL ACTIVITIES REPORT

MEETING DATE: 13 MAY 2014

REF: PAD 2/3

FROM: CHIEF EXECUTIVE OFFICER

ACTIVITY REPORT

COUNCIL, COMMITTEE AND BOARD MEETINGS

3 April	Budgets Workshop
7 April	Twizel CB Budget meeting
8 April	Budget meeting continuation. Fairlie CB Budget meeting.
14 April	Tekapo CB Budget meeting
22 April	Twizel CB Budget meeting
28 April	Twizel CB Meeting
29 April	Committee Day
6 May	Finance & Audit Committee Meeting Ashwick/Opuha Water AGM.
7 May	Twizel CB Meeting.
8 May	Water AGM's (Kimbell, School Rd, Allandale)
13 May	Council meeting

OTHER MEETINGS AND ACTIVITIES

2 April	Met to discuss potential co-operation and shared services amongst SC Councils with Waimate & Timaru DC's.
7 April	Management Meeting.
10 April	Met with Tony Alden & Peter Nixon in Timaru
11 April	Met with the Mayor & Cr Leslie
14 April	Management Meeting
15 April	Regional Civil Defence Group Controller & MCDEM Sth Island Co-Ordinator visit
16 April	Fortnightly catch up with B Haar
21 April	Management Meeting
23 April	Tekapo Property group meeting.
24 April	Planning meeting for Twizel Water Supply Public meeting with Mel Schauer.
28 April	Management Meeting. Attended CCT function at Peppers Tekapo along with Crs Cox & Smith
30 April	Met with Joe Davies – SLGOU Representative. Met with Jason Gaskill.

	Met with Tony Alden & Peter Nixon.
2 May	Annual Leave
5 May	Management Meeting
9 May	Attended SCDHB Annual Plan meeting along with the Mayor
12 May	Attended CEO Forum & CEG Meeting at Selwyn DC.

RECOMMENDATION:

1. That the report be received.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: PROPOSAL TO CLOSE ROADS OFF BRAEMAR ROAD

MEETING DATE: 13th MAY 2014

REF: WAS 2/6/1

FROM: ASSET TECHNICAL ASSISTANT

ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To consider New Zealand Defense Force application to close paper roads through live fire areas to all traffic

RECOMMENDATIONS:

1. That the report be received.
2. That the roads identified on the attached maps be temporarily closed in the interest of public safety for the period of 14th May 2014 to 14th May 2015 in accordance with the provisions of the Local Government Act 1974 Section 11c.

MATT WADE
ASSET TECHNICAL ASSISTANT

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS

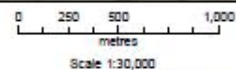


Tekapo Military Training Camp
 Proposed Temporary Road Closures as advertised on
 15/03/2014 effective from 1st May 2014 to 1st May 2015.

Property boundaries, 20m Contours, road names, rail line, address & 89a points sourced from Land Information NZ. Crown Copyright reserved. Property boundaries accuracy: +/-1m in urban areas, +/-30m in rural areas. Contour data sourced from Statistics NZ. Postcodes sourced from NZ Post. Assets, contours, water and drainage information shown is approximate and must not be used for detailed engineering designs. Other data has been compiled from a variety of sources and its accuracy may vary, but is generally +/- 1m.

MAP PRODUCED BY:
 Mackenzie District Council
 PO Box 52
 Main Street
 FAIRLIE, 7949, NZ

ORIGINAL MAP SIZE: A4
 AUTHOR: Jana
 DATE: 3/13/2014



BACKGROUND:

Since Braemar Station has undergone tenure review a parcel of land has been transferred to the New Zealand Defense Force. This land has paper roads running through it that allowed access to Department of Conservation land to the North. While the land was part of Braemar Station it was under private control but now it has reverted to the Crown public have legal access along these roads. Alternative access to the land to the North has been set up via easements through Braemar Station, leaving use of the paper roads unnecessary. As legal roads, however there remains a public right of access to the paper roads. We have been approached by the NZDF with a concern that there is no way of knowing whether there are civilians on the firing range. They have formally requested that Council close all public access to the roads under the Local Government Act Section 11c *"The council may, subject to such conditions as it thinks fit, close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic) when for any reason it is considered desirable that the traffic should be diverted."*

Whilst this section of the Act does not demand public consultation the proposed closure has been advertised in the Timaru Herald and submissions invited

CONSIDERATIONS:

There have been no submissions received.

The NZDF have requested a temporary closure of the roads under the Local Government Act 1974. The temporary closure would be for twelve months.

It is proposed that the roads be blocked by a locked gate and signage stating the Range Warden permission must be obtained before proceeding. All costs will be met by NZDF.

CONCLUSIONS:

Staff recommends that the paper roads in question be closed and permission required from the Range Warden before they are used.

Whilst it is expected that there would be little public use of these paper roads, the fact remains that all non state highway roads in the district are under Mackenzie District Council's control. Because of the live firing area around the paper roads we have a responsibility to ensure safety of the public.

NZDF have applied to Mackenzie District Council to have these sections of unformed paper roads formally stopped.

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL
SUBJECT: APPOINTMENT TO AORAKI FOUNDATION
MEETING DATE: 13 MAY 2014
REF: PAD 7/2/4/2
FROM: WAYNE BARNETT, CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To appoint a new representative to the Aoraki Foundation, following the resignation of Leon O'Sullivan.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That Lesley Roy be appointed as Council's representative on the Aoraki Foundation.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

None

BACKGROUND:

Leon O'Sullivan has been the Council's representative on the Aoraki Foundation since May 2011. He has recently resigned and the Council needs to appoint a new representative. At the Council's first meeting of its new triennium in October 2013, Graham Smith was in error appointed as the representative, as Leon O'Sullivan was already the existing representative.

Leon O'Sullivan has recommended Lesley Roy of Albury as a suitable person to be our Council's representative. This has the support of the Mayor and Deputy Mayor. Mrs Roy is happy to accept the role.

CONCLUSION:

It is recommended that Lesley Roy be formally appointed as Council's representative.

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: COMMON SEAL AND AUTHORISED SIGNATURES

MEETING DATE: MAY 6, 2014

REF: PAD 15/7

FROM: COMMITTEE CLERK

ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To advise of the documents signed under the Common Seal from March 22, 2014 to May 6, 2014.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the affixing of the Common Seal to document number 782 be endorsed.

Number	Detail of Document	Date Signed & Sealed
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782	Deed of Assignment of Lease – Hut Site No 2, Lake Alexandrina Between Mackenzie District Council and Jean Elizabeth Lewis and Peter Frederick Lewis.	5 May, 2014
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ARLENE GOSS
COMMITTEE CLERK

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL
FROM: CHIEF EXECUTIVE OFFICER
SUBJECT: COMMUNITY BOARD RECOMMENDATIONS
MEETING DATE: MAY 13, 2014
REF: PAD 5

PURPOSE OF REPORT:

To consider the recommendations made by Community Boards.

RECOMMENDATIONS:

1. That the report be received.

TEKAPO COMMUNITY BOARD:

2. That council **notes** the following resolution regarding the allocation of a grant to the Tekapo School board of trustees to bring the Garden City Band to Tekapo as a fundraiser for the school:

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

Alan Hayman/Lyn Martin

3. That council **notes** the following resolution regarding an application for a grant from the Tekapo Solar System project committee:

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.

Alan Hayman/Murray Cox

TWIZEL COMMUNITY BOARD:

4. That council **notes** the following resolutions regarding a request from the Twizel Community Care Trust for a review of the grant it receives from the board:

That Bruce White represent the Twizel Community Board on the Twizel Community Care Trust Board.

John Bishop/Pat Shuker

That The Twizel Community Board decline this request in the interim and seek further information.

John Bishop/Russell Armstrong

5. That council **notes** the following resolution regarding a request from the TPDA for a grant:

That the Twizel Community Board approves a partial grant of \$200 towards the cost of the hall hire for the Twizel 30 Year Celebrations.

Russell Armstrong/Bruce White

6. That council **notes and considers** the following resolution regarding a request for a grant from Students Against Drink Driving in Twizel:

Resolved that the Twizel Community Board approve the request from the Students Against Drink Driving and grant 50% of the request at \$243.75, and request that council fund the other 50%, subject to Students Against Drink Driving coming to the working bee at Northwest Arch.

Russell Armstrong/Pat Shuker

Bruce White abstained from voting due to his conflict of interest.

7. That council **notes** the following resolution in response to a letter from the Twizel Swimming Club asking for help with pool hire costs:

Resolved that the report be received and no action is taken while Garth Nixon discusses alternative funding opportunities with the swimming club.

John Bishop/Russell Armstrong

FAIRLIE COMMUNITY BOARD

8. That council **notes and considers** the following resolution regarding funding towards the covering of the stage on the Village Green:

Resolved that the Fairlie Community Board uses the money currently in the village green account towards the covering of the stage on the Village Green, and applies to council for non-ratepayer funds to fund the balance.

Les Blacklock/Warren Barker

ATTACHMENTS:

The minutes of the meetings of the Twizel and Tekapo Community Boards on April 22, and the Fairlie Community Board on April 28, 2014.

BACKGROUND:

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

POLICY STATUS:

N/A

SIGNIFICANCE OF DECISIONS REQUESTED:

No significant decisions are required.

CONSIDERATIONS:

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

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

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

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

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TWIZEL COMMUNITY BOARD HELD IN THE COUNCIL SERVICE CENTRE, TWIZEL ON TUESDAY, APRIL 22, 2014 AT 4PM

PRESENT:

John Bishop (Chairman)
Bruce White
Pat Shuker
Cr Russell Armstrong

IN ATTENDANCE:

Wayne Barnett (Chief Executive)
Garth Nixon (Community Facilities Manager)
Arlene Goss (Committee Clerk)

One member of the public

APOLOGIES:

An apology was received from the Mayor Claire Barlow and board member Phil Rive.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Twizel Community Board held on March 10, 2014, be confirmed and adopted as the correct record of the meeting.

Bruce White/Pat Shuker

The board discussed several items included in the minutes. The greenway fencing has been done and looks good. Progress on other greenways will depend on how the budget is going. There has been no progress on the issue of the Twizel Youth Centre as Garth Nixon is still waiting to hear back from them. The builder is doing remedial work as covered by insurance. The Mayor and chairman attended the Maadi Cup opening parade and enjoyed it.

TWIZEL COMMUNITY BOARD MATTERS UNDER ACTION:

The chairman asked regarding a pile of screened soil. Whitestone have been using it on various projects. The committee were otherwise happy with progress listed under Matters Under Action on page 9 of the agenda.

FINANCIAL REPORT TO FEBRUARY, 2014:

The community board considered a report from Finance and Administration manager Paul Morris. The chief executive went through this report page by page and explained variances.

Questions were asked regarding rating for the new Twizel Water Supply. Bruce White asked why there was a need to borrow so much when there is already money in the bank for water. The chief executive said the money in reserve was more than a million dollars. The total spend will be about \$2.6 million, resulting in a deficit of \$1.6 million. Twizel would be paying interest on this amount.

Cr Armstrong asked if more money would need to be borrowed next year. The chief executive said this further work can be delayed but there is depreciation, capital and interest to pay. There will be an increase next year because depreciation will begin, but the amount spent will not be as much as what is spent this year.

Pat Shuker asked what the money would be spent on. It would be a re-build of the wells, new pumps and new treatment plant. She asked why the water needs to be treated, as when she first came to Twizel the water was great. The chief executive said the water previously was not safe. It got pumped out of a well, put into a pond, and ducks and animals in the pond resulted in poor water. The Medical Officer of Health instructed council to put chlorine in the water to make it safe. The design of the new treatment plant is to meet the NZ drinking water standards.

The chairman said the community board were not happy about this. He asked what will change if the pond is not covered to keep animals out. The community board have heard different messages regarding water quality in Twizel and feel some confusion regarding this issue.

The community board is proposing to have a workshop with Opus on May 7th to ask technical questions and seek information.

Garth Nixon spoke regarding the section of the financial report related to his areas of responsibility – community facilities. A question was asked regarding swimming pool staffing levels and use of lifeguards. People who use the pool are happy with the service.

A question was asked regarding whether there has been a financial difference with Whitestone mowing the school grounds instead of the school doing it. This is an agreement where community board is mowing the school grounds in return for public use of the grounds. The school is also paying for their water instead of paying for mowing.

The chairman said these financial reports are essential and he thanked the chief executive for presenting the report.

Resolved that the report be received.

Russell Armstrong/Bruce White

REQUEST FOR REVIEW OF ANNUAL GRANT FROM TWIZEL COMMUNITY CARE TRUST:

Garth Nixon explained the background to this issue as outlined in his report. There have been various funding arrangements in the past. The current agreement runs until June 2015. The chairman and Garth Nixon met with trust representatives and subsequently received information from the trust.

He would like to see a community board member on the board of the trust to get a better idea of what they need and how council can best support them.

The trust has employed a social development worker using a grant from the Department of Internal Affairs. This is separate to the request that has come to the community board. The chairman referred to a requirement that they supply a quarterly report to the community board. One of these is included on page 39 and 40 of the agenda.

Bruce White offered to represent the community board on the Twizel Community Care Trust Board.

Resolved:

1. That Bruce White represent the Twizel Community Board on the Twizel Community Care Trust Board.

John Bishop/Pat Shuker

2. That the report be received.

John Bishop/Russell Armstrong

3. That The Twizel Community Board decline this request in the interim and seek further information.

John Bishop/Russell Armstrong

GRANT REQUEST FROM TPDA:

This request on page 41 of the agenda was introduced by Garth Nixon. It was originally put to council who referred it to the community board. The request is for a grant to support the Twizel 30 Year celebrations by paying the cost of the hall hire.

The community board discussed the usual practice to charge for tickets or entrance to pay the cost of hall hire. There was not enough information in the request to determine if there would be an entry fee. The town will benefit from bringing a number of people here for the event.

The chairman said he would like to support this but questioned whether it should be supported in full. He suggested a grant of \$200.

This does fit the criteria as it benefits the whole town. Cr Armstrong wasn't sure if the people planning this event were committed to going ahead. However granting money towards the hall hire would not impact until the hall was hired. If the event does not go ahead the community board would not need to pay the grant.

Resolved:

1. That the report be received.

Russell Armstrong/Bruce White

2. That the Twizel Community Board approves a partial grant of \$200 towards the cost of the hall hire for the Twizel 30 Year Celebrations.

Russell Armstrong/Bruce White

GRANT REQUEST FROM SADD:

The board originally declined this request at its meeting on January 27, 2014. It then went to council who appeared to support the idea of paying half the amount, and was now coming back to the community board to be considered a second time.

Community board member Bruce White declared a conflict of interest because he works with the applicant Michele O'Carroll and was involved in the project.

There was some discussion on the different recollection of events from different parties regarding a warning given to the SADD team that they would be required to pay a fee for resource consent.

The chairman said the community board is planning a working bee at Northwest Arch and if the school could contribute some students to help with the working bee he would be happy to pay for half of the fee, with council having agreed to pay the other half.

Resolved that the Twizel Community Board approve the request from the Students Against Drink Driving and grant 50% of the request at \$243.75, and request that council fund the other 50%, subject to Students Against Drink Driving coming to the working bee at Northwest Arch.

Russell Armstrong/Pat Shuker

The motion was passed. Bruce White abstained from voting due to his conflict of interest.

The chairman requested that a letter be sent to the SADD team to inform them of this resolution.

WARD MEMBER'S REPORT:

Cr Russell Armstrong has nothing to report.

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

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

GENERAL BUSINESS:

The chairman tabled \$80 cash paid to him for the use of the community board mulcher. This money was received by committee secretary Arlene Goss for banking.

LETTER FROM TWIZEL SWIMMING CLUB:

The letter from the Twizel Swimming Club on page 59 of the agenda was considered by the community board. Garth Nixon said traditionally swimming lessons were held during a public session when a lifeguard was on duty for the public. The scenario mentioned in the

letter requires opening the pool specifically for the use of the swimming club and providing a lifeguard during this time. This is why the cost has risen significantly. The swimming lessons provided by the club are a good thing for the community, and other community boards subsidise swimming to a degree. He doesn't believe the club would struggle to fully fund this with a grant from a gambling trust or similar organisation.

The chairman said the pool loses \$70,000 a year and is funded by ratepayers. The club have sourced funding this year from a grant and there is no reason why they couldn't apply again.

Cr Armstrong said if the swimming club applied elsewhere and were turned down they could come back to the community board and ask again.

Resolved that the report be received and no action is taken while Garth Nixon discusses alternative funding opportunities with the swimming club.

John Bishop/Russell Armstrong

PUBLIC EXCLUDED:

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

1. Lot 26 DP52089 26 Glen Lyon Road (attached).

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Lot 26 DP52089 26 Glen Lyon Road	Enable commercial negotiations	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Lot 26 DP52089 26 Glen Lyon Road section 7(2)(i)*.

Bruce White/Pat Shuker

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5.15PM**

CHAIRMAN: _____

DATE: _____

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

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON MONDAY APRIL 28, 2014, AT 7:00PM

PRESENT:

Owen Hunter (Chairman)
Les Blacklock
Trish Willis
Warren Barker

IN ATTENDANCE:

Paul Morris (Finance and Administration Manager)
Garth Nixon (Community Facilities Manager)
Arlene Goss (Committee Clerk)
One member of the public

APOLOGIES:

Resolved that apologies be received from Chief executive Wayne Barnett and Cr Noel Jackson.

Les Blacklock/Warren Barker

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Fairlie Community Board held on March 17, 2014, be confirmed and adopted as the correct record.

Trish Willis/Les Blacklock

FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION

New Welcome Sign at Approach to Fairlie

Garth Nixon has met to discuss other possible sites for the sign, due to proximity to a blue sign that has been erected at the original site that was considered. The original plan was to beautify that site. The preference from Fairlie Promotions was that further out of town was better. The signage has been approved, including the wording and fonts, but a transition period between NZTA and Opus needs to be negotiated. Garth Nixon to come back to the community board with a picture of the sign, and will check it has been run past CCT.

Will other entrances to town be signposted and can we make it easier? At the moment there is only funding the one sign. It's up to the community board to decide if they want to fund more. The chairman would like to ask opinion of Lee Wright from NZTA when she visits.

Planter Boxes:

Planter boxes are not in the right spot as they are currently located in a car park owned by Ski Shack. Had a good display over the season but the Ski Shack owner will need his car parks over winter, so they need to be removed. Garth Nixon suggested putting them against the fence.

Old Library Café:

The Chairman has read through the tender and it lacks detail. He would like to discuss this subject later under general business.

Footpath Upgrade

Weather has affected this job meaning some paths are unfinished. Work continues.

Water Blasting by Whitestone

This has been completed.

Community Board Workshops

The chairman would like to organise another workshop for community board members once he has contacted Lee Wright from NZTA and will ask her to come for an entire day.

REPORTS:

FINANCIAL REPORT TO FEBRUARY, 2014:

The biggest variance in the financials is with the maintenance of the swimming pool. Garth Nixon said this is because there was not a need to spend as much as anticipated on maintaining the pool filter.

The chairman asked regarding Fairlie Domain. This variance is caused by a timing issue. Paul Morris would like to take a paper to council regarding a lease arrangement related to the use of the domain. Further discussion is needed on this arrangement.

\$6000 has been spent on spraying and clearing the river walkway this year. Garth Nixon said the track has been cleared and opened up with new signage and gates.

Resolved that the report be received.

Les Blacklock/Warren Barker

WARD MEMBERS REPORT:

There was no report from the ward member.

REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

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

GENERAL BUSINESS:

SUGGESTIONS FROM FAIRLIE DISTRICT PROMOTIONS ASSOCIATION:

The chairman raised the suggestions listed in the letter from Maria Prince of the Fairlie District Promotions Association. Regarding the bus park, it is not legally recognised and by law cannot be there. The bus stops opposite the council building and on School Road are the two recognised bus stops in Fairlie. It is not possible to have a pull off area added on a state highway. The reason for the confusion is because the BP station does the bus ticketing. The chairman said the issue of the illegal bus park could be brought up with Lee Wright from NZTA to ask for suggestions when she visits.

Regarding retail car parking, the retailers need to educate shoppers to park around the back. A while ago a notice was put in the Fairlie Accessible to advise people to park around the back. This can be done again.

The chairman asked regarding a 30 minute parking sign located outside the hairdressers at Riddle St. 30 minutes for a hairdresser is not long enough. Les Blacklock said this was done to address the problem of a resident using the road to store cars. The resident has since moved them across the road. It was agreed that the chairman would speak to the resident regarding storing his cars on the road.

The chairman would also like to request a disabled car park be added outside the Four Square beside the ramp.

Regarding the clock, Garth Nixon assumed it was running well since it was upgraded two years ago. It adjusts itself for daylight saving and is running the best it ever has.

Trish Willis asked regarding plans for work to be carried out on the Fairlie public toilets. About \$20,000 is available for remedial work. Garth Nixon is getting prices to re-do the ceilings which have water damage. The access into the roof is via the women's toilet so this will be changed. Pipes are leaking so they will change copper piping to plastic piping in the ceiling. Tiles in the entrance ways are cracked and need replacing, and there will be an internal and external paint job. Benches and basins will be replaced.

There is a donation box at the toilets. Council receives about \$1200 a year from the donation boxes. This offsets the cost of maintenance.

Trish Willis suggested using the public toilets to make advertising space available to local businesses, and also requested signage on the donation box in Korean and Chinese. There was discussion on the idea of advertising and who would maintain this, and also whether more shelter from the weather is needed near the public toilets.

No resolution was passed.

COMMUNITY CENTRE COURTYARD IMPROVEMENTS:

Garth Nixon updated the community board on this project. Council has indicated they would be interested in contributing to the cost of the upgrade but wants to know what they will be contributing to. Discussions have been held on planters and landscaping in the courtyard.

Garth Nixon prefers concrete garden walls rather than rock aggregate. Mixing decorative materials causes problems with aesthetics. Because of the level of mixed materials we are better to go plain and he would like to go with a plain concrete faced wall, possibly plastered or smooth, with a timber top or seat. Another option could be a concrete or tile capping.

The entrance way in front of the chief executive's office needs to be matched, but the rest of the design could be of a plain nature, and the decorative work done with planting.

Trish Willis suggested that using the river stone would provide a consistent look around the whole area and it wasn't going to cost a lot to do this. She requested a sketch of the design to help with making decisions. The chairman said it would be nice to take a photo and draw a sketch on top of it. He prefers a wooden seat rather than tiles.

Les Blacklock said there are two definite entrances and the one into the council building needs to be matched with what is current.

Garth Nixon will speak to a local architect regarding the drawing of a concept design. This needs to go out to the public for a look. Trish Willis would like this to go on the agenda for the next meeting.

COVERING OF THE STAGE ON THE VILLAGE GREEN:

The chairman described this project which will be done voluntarily by Lions. The cost of this is approx. \$6,700. He suggested that the community board pay for the materials and the Lions Club provides the labour. He said it is a good community project and he would like it to be partly funded by the community board. Trish Willis asked if there were other sources of money besides ratepayer money. The Lions would do working bees to raise money if required.

Garth Nixon said the village green fund contains donations towards the playground and enhancements. This has a balance of around \$1,300. Another possible solution is to use money from the land subdivision reserve, as this money is provided by developers to enhance community facilities. The Lions Club would need to apply to council for this fund.

Paul Morris suggested that if the community board is prepared to put the village green funds into this project they could recommend to council to apply to the land subdivision reserve for the balance.

Resolved that the Fairlie Community Board uses the money currently in the village green account towards the covering of the stage on the Village Green, and applies to council for non-ratepayer funds to fund the balance.

Les Blacklock/Warren Barker

OLD LIBRARY CAFÉ UPDATE

Feedback from some local builders is that they are too busy and not able to do this work within the timeframe as they have houses to build. The chairman has a copy of the draft tender documents and wants to speak to the chief executive about adding details.

The community board asked what the process was and how much influence they could have. The decision is councils. We will get tenders back, will analyse them against the insurance money that is available to spend, and will then take to council a recommendation on whether to accept a tender. If a tender is not accepted the re-build may be too expensive or too uncertain. If that happens the council is back to square one and will need to look at the options.

The chairman said the community board would like to be involved and kept in the picture.

GENERAL BUSINESS:

The chairman asked for an update on the monitoring of the new water supply.

Les Blacklock has spoken to a Fairlie resident who has suggested a project to mark next year as the centenary of Gallipoli. She has suggested a field of poppies made from corrugated iron placed from the fire engine driveway to the cenotaph on Anzac Day. He asked the community board for feedback. The community board felt this was a good idea. Les Blacklock will let the resident know the community board's feelings.

**THERE BEING NO FURTHER BUSINESS
THE ACTING CHAIRPERSON DECLARED THE MEETING CLOSED AT 8.15PM**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE RURAL TRAVEL FUND ALLOCATION GROUP HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY, APRIL 15, 2014, AT 6PM

PRESENT:

Kiri Bishop
Lynne Frost
Wayne Dixon
Rit Fisher
Dene Maddon

IN ATTENDANCE:

Garth Nixon (Community Facilities Manager)
Arlene Goss (Committee Secretary)

ELECTION OF CHAIRPERSON:

Resolved that Dene Maddon be elected chairperson for the meeting.

Wayne Dixon/Lynne Frost

APOLOGIES:

No apologies were received.

DECLARATIONS OF INTEREST:

Rit Fisher declared he is a member of the Mackenzie Ice Sports Foundation.

MINUTES:

Resolved that the minutes of the meeting of the Rural Travel Fund Assessment Group held on April 30, 2013, be confirmed and adopted as the correct record of the meeting.

Lynne Frost/Kiri Bishop

ALLOCATION OF FUNDS 2014:

Garth Nixon explained that last year there was an application from the Twizel Junior Netball Club that missed out on being considered at the meeting. After the meeting last year the club was allocated \$2,400 and this has reduced the amount available for allocation this year. The total amount available for allocation this year is \$7,100.

The assessment group considered the applications and allocated funds as follows:

Twizel JAB Rugby - \$1,300

Mackenzie Cave Hockey Club - \$800

Hillary Challenge Adventure Race Team - not eligible for funding.

Mackenzie Soccer Club - \$200

Mackenzie Ice Hockey - \$800

Twizel Junior Netball Club - \$1,300

Mackenzie Netball Supporters Club - \$600

Mackenzie Basketball Supporters Club - \$900

Twizel Snow Club - \$400

Mackenzie Junior Netball Club - \$800

Resolved that the above grants be allocated.

Dene Madden/Wayne Dixon

The chairman thanked the members for their work and attendance.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 6.53PM**

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE CREATIVE COMMUNITIES SCHEME ASSESSMENT GROUP HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON WEDNESDAY, APRIL 16, 2014, AT 6PM

PRESENT:

Raewyn Radford
Pierre Manning
Lorraine Herlund
Caroline Groundwater

IN ATTENDANCE:

Garth Nixon (Community Facilities Manager)
Arlene Goss (Committee Clerk)
Anne Thompson, Heartlands Fairlie
Jackie Phillips, Mackenzie Library
Michele Helean, Mackenzie Highland Pipe Band
Julie Greig, Burkes Pass Creative Journeys

ELECTION OF CHAIRPERSON:

Resolved that Raewyn Radford be elected chairperson for the meeting.

Lorraine Herlund/Pierre Manning

APOLOGIES:

An apology was received from Donna Falconer.

DECLARATIONS OF INTEREST:

Caroline Groundwater declared an interest in Application 9: Patchwork and craft exhibition. She is a member of the Fairlie Patchwork Group. She was originally delegated this group to follow-up further, but contacted Lorraine Herlund and swapped groups with her.

Raewyn Radford declared an interest in Application 19: Bring a Big Band to Tekapo. She originally authored this application for funding, but having read the funding criteria now understands that this is a fundraising cost and does not meet the criteria under this scheme. She withdrew Application 19.

Raewyn Radford also declared an interest in Application 8: Ukelele Tuition at Lake Tekapo School. She is on the school's Board of Trustees.

MINUTES:

Resolved that the minutes of the meeting of the Creative Communities Scheme Assessment Group held on April 23, 2013, be confirmed and adopted as the correct record of the meeting.

Pierre Manning/Raewyn Radford

APPLICANTS FORUM:

Applicants who requested to speak received 10 minutes each to address the group.

Anne Thompson from Heartlands Fairlie spoke to the applications numbered 13 to 16.

Number 13 is to bring the Red Hot Dixie Band back to Fairlie. This band usually plays on the street. It's a community event, people don't pay to see it. Last played here at Christmas time. She is asking for \$1000 to do this.

Number 14 is to write a play on the life of James Mackenzie. There is a growing resurgence in the history of the district. Cost will mainly go towards the writing of play, and then the aim will be to perform it locally and take it through the Mackenzie district.

Number 15 is to host an artist in residence. This would happen in Fairlie and Kimbell next summer. This application is to help pay their fees to provide that service. The local community will contribute support with places to stay.

Number 16 is to bring two shows to the Mackenzie next year from the Arts on Tour programme. This is our only access to outside shows coming to Mackenzie. We are so small that we cannot have them without help from Creative New Zealand. Last year Arts on Tour brought Ms Havisham to the district. Was a very good show.

Jackie Phillips, librarian at Mackenzie Community Library, spoke to Application 4. She is organising a summer reading programme for primary school age children. The library has designed a unique summer reading programme that suits this community, instead of relying on a similar programme from the north island. The theme of the Fairlie summer reading programme will be lazy summer days.

Michele Helean, from the Mackenzie Highland Pipe Band spoke to Application 18. She circulated the audited accounts for the band. The band has been serving the community over 100 years. Want to take the next step, and want the community to be proud of them as a pipe band. Want to improve the experience for the listener. Goal is to go to the national champs in Nelson in March next year. To work towards this they are applying for funding for tuition, and chanters to help the pipes sound in unison. Tuition would involve

bringing a tutor to Fairlie so the whole band can benefit. Members range in age from 12 to 86 years.

Julie Greig, from Burkes Pass Creative Journeys, spoke to Applications 11 and 12. She would like to hold an arts festival next March to involve the entire Burkes Pass community. No charge to the public. This would include artists in residence, painting, poetry, felting, and run over an entire weekend. She has also made a second application for assistance with bush poetry evenings at the gallery over winter.

ALLOCATION OF FUNDS 2014:

The assessment group considered the applications and allocated funds as follows:

1. Fairlie in Focus Photography Group (Photography Workshops) - \$495
2. Gail Mullon (Music Tutor and Young Person's Concert) - \$1,000
3. Mackenzie Kindergarten (Two Visiting Performers) - \$726
The committee noted that the Creative New Zealand funding criteria does not allow for the funding of magic performances, so this application could only be partially supported. The funding that has been allocated is towards the cost of a professional storyteller and puppeteer.
4. Mackenzie Community Library (Summer Reading Programme) - \$500
5. Mackenzie College (Community Choir and Director) – Application declined.
The committee felt this application was under developed. They would like to encourage the submitter to develop the idea further, get something started and come back for funding next year with more information. The committee also noted that the proposed timing of 4-5pm restricts the ability of adults to attend.
6. Fairlie Patchwork Group (Patchwork and Craft Exhibition) - \$650
7. Paula Breen (Scrapbooking Classes) – Application declined.
The committee felt this would be better funded by participants on a user pays basis.
8. Lake Tekapo School (Ukelele Tuition and Ukeleles) – \$400
The committee noted that the Creative New Zealand funding criteria does not allow for the purchase of musical instruments so this application could

only be partially supported. The funding that has been allocated is towards tuition costs.

9. Twizel Free Kindergarten (Music and Movement Tuition) – \$360
The committee noted that the Creative New Zealand funding criteria does not allow for the purchase of capital items or equipment so this application could only be partially supported. The funding that has been allocated is towards tuition costs.
10. Fairlie Children's Art Group (Art Workshops) - \$200
11. Burkes Pass Creative Journeys (Autumn Festival) – Application declined.
The committee felt this application was incomplete, lacking quotations to support the financial figures provided. But they felt the idea was brilliant and they hope it goes ahead. They recommend that the applicant comes back next year with a more detailed application.
12. Burkes Pass Creative Journeys (Poetry Evenings) – \$367
The committee would like to encourage the applicant and believe a poetry evening would be well received by the community, however the application was incomplete, lacking quotations to support the financial figures provided.
13. Heartlands Fairlie (Jazz Band) - \$1,000
14. Heartlands Fairlie (Play on James Mackenzie) – Application declined.
The committee felt this application was under developed, not specific enough with no quotations included. It would have been helpful to have a projection of costs. But they also felt it was a good idea and perhaps the theatre group would be interested in supporting this.
15. Heartlands Fairlie (Artist in Residence) – Application declined.
The committee felt this type of event was better suited to being funded on a user pays basis. The application was incomplete with no quotations provided to support the estimation of costs.
16. Heartlands Fairlie (Two Arts on Tour Shows) - \$850
The committee decided to support one Arts on Tour Show rather than two, and were confident that Heartlands Fairlie would make a good decision on which show to bring to the district.
17. Fairlie Spring Festival Group (Spring Arts Week) – Application declined.
The committee felt this proposal was under developed and lacked specific details, financials and quotes.

18. Mackenzie Highland Pipe Band (Tutor Costs and Chanters) - \$1,000.

The committee noted that the Creative New Zealand funding criteria does not allow for the purchase of musical instruments. The funding that has been allocated is towards tuition costs.

19. Raewyn Radford (Big Band) – application withdrawn as it does not meet the criteria for funding.

Resolved that the above grants be allocated.

Raewyn Radford/Lorraine Herlund

The committee would like to remind all applicants to acknowledge Creative New Zealand as a sponsor in their publicity and advertising.

UPDATE ON LAST YEARS ALLOCATION

A letter from Di Anderson, Albury School, was read to the group to update them on the progress of a mural that was funded from last year's Creative Communities Scheme. This project has been delayed due to the artist having a heart attack, but another artist has been found and the project will continue. Albury School will keep the committee informed.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 8.30pm**

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE ASSET AND SERVICES COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY APRIL 29, 2014, AT 10.30am

PRESENT:

James Leslie (Chairman)
Claire Barlow (Mayor)
Cr Graham Smith
Cr Evan Williams
Cr Murray Cox
Cr Noel Jackson

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Bernie Haar (Asset Manager)
Suzy Ratahi (Roading Manager)
Geoff Horler (Water Manager) – from 3.08pm
Arlene Goss (Committee Clerk)
Jim Harland (NZTA)
Two other NZTA staff

APOLOGIES:

An apology was received from Cr Russell Armstrong.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

VISITOR:

Jim Harland from NZTA gave a power point presentation to update councillors on the mid-term report of the National Land Transport Programme. This is attached as an appendix to these minutes.

Questions were asked regarding future planning. Cr Smith asked if emergency reinstatements would continue as they are. Jim Harland outlined the amount of money provided for emergency road reinstatements to date. Will be looking at this figure over time. Built into funding from the agency is a level of support for normal weather events, with weather bombs being topped up. Mackenzie DC won't be getting 80% again? Correct. There will be a single rate for everything, but in a genuine emergency NZTA will make up the difference. Who will make the call on whether it's a genuine emergency? This will be a team effort. It involves an assessment of the event and the effects of the event.

Councils will need to consider what preventative maintenance is needed to avoid repeated flooding in some areas.

A question was asked regarding cycle safety on roads. Can cycle ways be built alongside roads? Some have been built in Christchurch where there was enough land to do so.

Jim Harland said NZTA is trying to get projects across the line to spend money on cycling and walking. Cr Cox asked if communities that want to put in cycleway projects can put in applications. The reply was that some projects like Alps2Ocean don't fit comfortably within funding criteria and NZTA is not always in a position to fund for tourism type ventures, but can fund for congestion relief or safety issues.

Cr Cox asked regarding the footbridge in Tekapo, which is currently being considered by NZTA for funding.

Why is number of road deaths in Scandinavian countries half what it is here? They have a more stringent driving test, compulsory insurance, different safety culture, stricter enforcement of speeding, and more choice in public transport.

The chairman thanked Mr Harland and his staff for their informative presentation and also for their positive comments about the work of the MDC roading team.

The meeting was adjourned at 11.10am and reconvened at 3.08pm.

MINUTES:

Resolved that the minutes of the meeting of the Asset and Services Committee held on March 20, 2014, including such parts as were taken in public excluded, be confirmed as an accurate record.

James Leslie/Noel Jackson

REPORTS:

ASSET MANAGERS MONTHLY REPORT – APRIL 2014:

The Asset Manager discussed his report with councillors. The following matters were included in the discussion:

There was a meeting with the Twizel Community Board regarding the Twizel water supply. Bernie Haar will be sending out an itemised list of what the project includes and costings. A public meeting will be held. Cr Smith asked what the purpose of a public meeting would be. The chief executive said the option of having a public meeting came from a discussion with the community board who want support to get the information to the community. There will be an article in the Twizel Update.

Bernie Haar said we haven't highlighted enough the fact that the existing water supply plant is well past its use-by date. Now is not the time to debate whether the reservoir should be covered. The Mayor said public meetings are held to say here is what we are doing, this is why we are doing it, and here is an opportunity to ask questions.

The chief executive asked if council would support having a public meeting. Bernie Haar would like a public meeting that looks at the annual plan as a whole, rather than focusing on the water supply.

Suzy Ratahi (Roading Manager) spoke regarding the roading section of the report. The recent heavy rain created problems and she outlined the sites affected. There has been damage to some bridges but they are being fixed.

The Mayor asked whether our bridges were able to take more heavy vehicles in line with recent policies to encourage larger transport vehicles. We have some bridges under notice that are being replaced, with others that are up to standard.

Cr Noel Jackson left the meeting at 3.29pm

Suzy Ratahi continued to speak regarding the photos in the report. She has finished resealing footpaths in Tekapo and Twizel. Fairlie is still ongoing. The Mayor said the footpaths were great. She asked about the footpath on Mount Cook Street which is still to be completed.

Some people are not complying with the policy regarding the storage of hay bales on roadsides. Suzy Ratahi has written to the three biggest offenders. She would like to amend the policy. The chairman asked her to come back to the committee to discuss policy once she has proof that tractors are damaging the seal. A note to flag this issue will be put in the Mackenzie Messenger.

Geoff Horler (Water Manager) spoke regarding the water, storm water and sewerage parts of the report. Storm water drains around Fairlie need preventative maintenance. Tekapo had problems with wet wipes clogging a sewerage pump. Wet wipes are now cleared from the pump regularly by staff. They are mainly coming from campervans and this problem is common throughout the country.

Burkes Pass has been on a boil water notice which has now been lifted. Testing showed the water had an E.coli count of 12. Medlab didn't inform us until 10 days after the failed test, so we were unable to notify the public until then. This issue has been raised with Medlab.

There was a sewer spill in Twizel last weekend. Two blocks in the pipes. This has been fixed. Whitestone did a good job cleaning up.

Regarding solid waste, the nappy project has gone well. Cr Cox asked if nappies could be sold at Tekapo via the playgroup there. Agreed. The Mayor asked for solid waste education to go into the Mackenzie Messenger to reach ratepayers with holiday homes.

Resolved that the report be received.

Murray Cox/Graham Smith

Cr Evan Williams left the meeting at 3.56pm.

2014/16 RESURFACING CONTRACT:

Suzy Ratahi provided background information on this issue.

Resolved:

1. That the report be received.

Claire Barlow/Murray Cox

2. That council endorses the continuation of the collaboration with Timaru District Council for the delivery of road and footpath resurfacing for the next two seasons 2014-2016.

James Leslie/Murray Cox

SOUTH CANTERBURY ROADING COLLABORATION:

Bernie Haar said there are potential benefits in doing this but he is concerned about timing as we are about to start on 30 year planning. This process should have happened a year ago and doing it now means we are going to be strategically in line for the next round. He doesn't know how much work Suzy Ratahi and himself will need to put into the process but they are stretched over the next few months. If we are going to do this we need to give it our all. A conversation needs to happen regarding the timing of deliverables.

The Mayor said it was the Mayors who decided this was going to happen. If we don't do this it will have an impact on our investment rate from NZTA because we need to be seen to be more effective and efficient.

The chief executive said we are at the start of the process and working out the path. Will be putting in place a project manager who will scope it out and say these are the steps we need to take to get to the result. The MOU asks us to work out a plan to go forward.

Resolved:

1. That the report be received.

Claire Barlow/Murray Cox

2. That the Memorandum of Understanding as appended to the report on Page 32 of the Asset and Services Agenda be endorsed for implementation. This is a draft and will be finalised by the chief executive.

Claire Barlow/Murray Cox

**THERE BEING NO FURTHER BUSINESS THE
CHAIRMAN DECLARED THE MEETING CLOSED AT 4.13PM**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY APRIL 29, 2014, AT 1.00pm

PRESENT:

Cr Murray Cox (Chairman)
Claire Barlow (Mayor)
Cr Graham Smith
Cr Noel Jackson
Cr Evan Williams
Cr James Leslie

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Toni Morrison (Planning and Regulations)
Arlene Goss (Committee Clerk)
James Thompson (Canterbury Civil Defence Emergency Management Group)
– until 1.30pm
Ray Gardner (Emergency Manager) – until 1.30pm
6 representatives from Environment Canterbury (observers) – until 1.30pm.

APOLOGIES:

An apology was received from Cr Russell Armstrong.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

VISITOR:

James Thompson from Canterbury Civil Defence gave a presentation to councillors regarding their responsibilities during a civil defence emergency. A copy of his presentation is attached to these minutes.

Following the presentation the chairman said it was timely going into winter and very helpful. Mr Thompson commented that the Mackenzie District was known for its resilience, however resilience fades quickly and councillors have a role in picking up when community resilience is fading and making sure support is made available.

The meeting adjourned at 1.30pm and reconvened at 2.39pm. James Thompson, Ray Gardner and the Ecan representatives left the meeting at 1.30pm.

MINUTES:

Resolved that the minutes of the meeting of the Planning and Regulation Committee held on March 20, 2014, be confirmed and adopted as the correct record of the meeting.

Claire Barlow/Noel Jackson

REPORTS:

REPORT FROM UPPER WAITAKI WATER ZONE COMMITTEE

Cr Cox said the Upper Waitaki Water Zone Committee is looking at the options around the allocation of nutrients and waiting for information to come back from technical experts around soil types and land use, and the ability of land to sustain different levels of nutrients. Some farms in the district will currently be operating over and some under the limits. There is quite a bit of work to be done, with public meetings to be held in June and July.

REPORT FROM ORARI OPIHI PAREORA WATER ZONE COMMITTEE

Cr Williams said the Kakahu Stream is polluted with its high reaches full of phosphate, but it looks like natural phosphate deposits are leaking into the stream. The water zone committee has established a new catchment group, and had a meeting of the Upper Orari catchment group. He attended an Opihi River rating district meeting at Pleasant Point. On Monday there is a field trip to look at the Ngai Tahu development. Also a meeting planned the following Monday to discuss the Tekapo Transfer project.

PLANNING AND REGULATION MANAGER'S ACTIVITY REPORT:

The chairman said this item was listed on the agenda as public excluded but this was an administrative error. This report was considered in open meeting and will be attached to these minutes.

Resolved that the report be received.

Graham Smith/James Leslie

Toni Morrison gave an apology from Planning and Regulation Manager Nathan Hole and said she is available to answer questions on the report.

The High Court has set a date for a hearing on the scope of Plan Change 13, it will be the 25-26th June in Christchurch. The Environment Court is also hearing a matter related to this.

Karina Morrow from the planning department has resigned and will finish at the end of May.

The Mayor asked a question regarding the Meridian flood maps. These maps have been created to provide a model of what would happen if there was a breach of a canal. Toni Morrison said it would be helpful for Meridian to come to council and explain the maps. This is a significant issue for Plan Change 13. The risk of a canal breach is extremely low but these maps will have an impact on the value of farms and land in the at-risk areas. The information will be included on LIM reports for potential buyers.

**THERE BEING NO FURTHER BUSINESS THE
CHAIRMAN DECLARED THE MEETING CLOSED AT 3.00pm**

CHAIRMAN: _____

DATE: _____

Unconfirmed

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY, MAY 6, 2014, AT 9.30AM

PRESENT:

Cr Graham Smith (Chairman)
 Claire Barlow (Mayor)
 Cr Murray Cox
 Cr Russell Armstrong

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
 Paul Morris (Manager – Finance and Administration)
 Arlene Goss (Committee Clerk)
 Nathan Taylor (Planning and Regulation Manager) – from 10.51to 11.10am.
 Kelvin Cross (JLT Insurance) – from 11.30am

APOLOGIES:

Resolved that an apology be received from Cr James Leslie, Cr Noel Jackson and Cr Evan Williams.

Graham Smith/Russell Armstrong

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Finance Committee held on March 20, 2014, including such parts as were taken with the public excluded, be confirmed and adopted as the correct record of the meeting.

Claire Barlow/Graham Smith

MATTERS UNDER ACTION:

The chief executive believes council can establish the viewing corridors as separate titles to provide the level of control needed over those areas, although there will be a maintenance requirement. He will continue to work towards that. Council has signalled in negotiations with developers that we wish to take the viewing corridors out of the land area being negotiated.

One proposal to complete the landscaping and car parking projects has come back to date and a second proposal is being chased up.

COMMITTEE MINUTES:

Resolved that the minutes of the meeting of the Tekapo Property Group held on April 23, 2014, including such parts as were taken with the public excluded, be received.

Graham Smith/Murray Cox

REPORTS:**FINANCIAL ACTIVITY REPORT TO MARCH, 2014:**

Resolved that the report be received.

Murray Cox/Russell Armstrong

The Finance and Administration Manager explained the variances in his report.

Billing for the water zone committees does not show in the accounts yet and we have not billed as much for the elections. We have budgeted over three years a total of \$40,000 to pay for the local body elections. This means a surplus in years one and two, with a deficit in year 3. By-elections held in Fairlie and Tekapo also cost extra. They Mayor asked how much. About \$5,000 in Fairlie and \$500-\$600 in Tekapo as only one person stepped forward. The Mayor asked how much is spent on advertising to encourage people to stand as candidates. Paul Morris outlined the advertising that was placed. The chairman said the community has a responsibility to put candidates forward for election. Cr Cox added that council also needs to be more proactive in the lead up to the election.

Regarding consultancy expenses, this relates to the public consultation on the Tekapo Lakefront Development and the cost of the public meetings.

The Mayor asked regarding member expenses and these are tracking to budget overall. Training expenses are up and travel expenses are down, but these balance each other out.

Photocopy costs are high. A lot of this is generated by the building department with the copying of large plans.

The chairman asked if the car mileage being used is not as high as predicted. Yes, except in the building department where mileage is going up due to having an additional building inspector. But in other areas of the organisation cars are not being used as much as predicted.

On page 20 of the agenda, the end of year water billing has not been done yet and this is showing as a variance.

There was some discussion on the need to spend the budgets that are allocated to projects such as the Twizel water supply because ratepayers want to see the assets they are paying for. Paul Morris explained that depreciation of the water asset will be a cost for Twizel in future years. The chairman said the people of Twizel need to understand the need to fund depreciation.

Under roading, subsidies and grants are higher than budgeted due to receiving money for emergency road repairs. Salaries are lower than budgeted. The Mayor asked why there was a big step-up in the amount budgeted for RAM over last year. This is because it happens every second year. There was discussion around the cost of emergency road repairs and the amount of money received from NZTA. There is a need to build up a reserve for future repairs. The chairman is concerned that we are light on reserves.

Regarding capital expenditure, the amount for Manuka Terrace is spent on page 33. The developers contributed money towards this and council agreed to pay interest on the money it held.

Under Planning on page 34 reserve contributions are higher than budgeted. Consultancy costs are under budget.

Under regulatory we have employed an additional building inspector so costs are going up, but this is covered by higher revenue.

Insurance costs are down due to council being a member of a cooperative insurance provider that got hit by a lot of claims for leaky buildings in previous years. We contributed in four years about \$120,000 to \$130,000 as our share towards leaky building claims across the country. The insurance cooperative now operates more like an insurance company and the leaky building issues are being settled, so we are not being levied as much as we were.

More is being spent on transporting solid waste.

Under community facilities, swimming pool costs are higher than budgeted for.

There is still project money to be spent in the townships. Twizel's budget is spent. Fairlie is close to being spent. Tekapo has money to spend. Cr Cox said this is just due to the timing of the invoices, as the car park on Lakeside Drive has been done.

The chairman thanked Paul Morris for the budget.

The meeting adjourned for morning tea at 10.31am and reconvened at 10.45am.

BANCORP QUARTERLY REPORT TO MARCH, 2014:

The Finance and Administration Manager noted a mistake in his report. Council did not redeem half a million dollars of "ASB Bank (Sub Debt) matured July 2013", as noted on page 49 of the agenda. This sentence should have been deleted from the report.

Nathan Taylor joined the meeting at 10.51am.

The chairman would like the committee to review council's investment policy to allow an opportunity to take up other investment options. He suggested a policy that allows a portion of investment to sit outside the policy. Paul Morris believes this would require an amendment to the Long Term Plan.

The Mayor suggested that council reviews the current investment policy and asked for a copy to be circulated. The chairman agreed and asked to meet with council's broker at the next Finance Committee meeting. Paul Morris will organise this.

The Mayor asked what return council is receiving on its term deposits. Paul Morris said 90 days is at 4.35%. The Mayor wondered whether we should be investing in our own infrastructure. Paul Morris explained the background to why the council made a decision in 2012 to change the investment policy regarding this matter.

Resolved that the report be received.

Claire Barlow/Russell Armstrong

PROPOSED PLANNING AND REGULATORY FEES AND CHARGES FOR 2014/15:

The chairman congratulated the Mayor and Cr Cox who have done their RMA training and are now qualified.

Planning and Regulation Manager Nathan Hole explained his report which represents the fees for planning and regulatory services for the coming year. The resource management fees need to be publically consulted and this is being done at the same time as the annual plan.

He has not changed the building fees and will reassess this next year.

The chairman asked if the \$60 call-out fee for dogs and stock on roads is regularly charged. Nathan Hole said it has not been charged at all in the past 12 months, however it is helpful to have the option available if there are repeat offenders.

The schedule of fees is attached to the draft annual plan for public feedback.

Resolved:

1. That the report be received.

Murray Cox/Rusell Armstrong

2. That the committee agrees to the proposed fees and charges.

Claire Barlow/Murray Cox

3. That the committee agrees to the draft RMA fees and charges to proceed through the special consultative procedure as described in the Local Government Act 2002.

Claire Barlow/Murray Cox

Nathan Taylor left the meeting at 11.10am.

LGNZ BRAND AND COMMUNICATIONS PROPOSAL:

The Mayor provided some background to this report. Small councils do not have the budget or resources to be involved in this level of communication so a series of workshops were held and this package was put together by LGNZ.

They are starting small in the first year with increasing amounts over three years. The lack of interest in the local body elections might be improved with positive messages from local government. This would be over and above what we currently pay for services from LGNZ. Smaller councils are being asked to pay less than larger councils.

The chairman asked if this will still happen if we are not part of it? Not necessarily. It depends how many others sign up. Cr Cox would like material to be available that we could use to promote standing for council in the next election year.

The chief executive said local government is more vulnerable to change because the support it gets from the community is not as strong as the support the community provides to other sectors such as education. The objective is to strengthen that link with the community.

Cr Cox asked if it was possible to commit for the first year and see how it goes. That is not what they have asked for. They are looking for a three year commitment.

Council currently pays LGNZ \$20,000 a year for other services and the chairman believes this money should come from within that budget rather than double dipping.

The Mayor read out the list of what is involved in the first year of the project.

The chief executive said LGNZ are giving us a choice which is a commendable way to approach it, rather than just going ahead and increasing the fee we already pay.

Cr Armstrong said we might get the money back at the next election if it encourages more members of the public to stand for election and by-elections are not required.

The chairman felt he would have trouble defending this to his community and moved that the committee decline to support it.

Resolved:

1. That the report be received.

Claire Barlow/Russell Armstrong

2. That the committee decline its support for the LGNZ Brand and Communications Proposal.

Graham Smith/Russell Armstrong

VISITOR:

Kelvin Cross from JLT Insurance joined the meeting at 11.29am.

Kelvin Cross was welcomed by the chairman and spoke to councillors regarding the insurance of above-ground council assets. Following the Christchurch earthquakes the whole of New Zealand has been deemed high risk for insurance purposes. There have been some big changes but it's not all doom and gloom. We have seen 3-4 years of rising insurance rates but there has been some reduction in the last quarter of 2013. He is confident that this year will see reductions.

He spoke regarding the mix of insurance companies covering local government. Insurers are driving the need to know how a building will react in an earthquake. Council needs to look at higher value buildings. If council can provide some building standard percentages it shows intent to move down that path. The percentages should be disclosed as they become known. Reports cost \$2,500 to \$5,000 each so this has a budget impact. He suggests doing 2-3 main buildings to satisfy the insurer, then plan ahead for the next year to do another 2-3.

Council currently insures property assets worth about \$30 million. If we can show that two or three are good quality risks this will have a beneficial effect. The chairman asked if this was just about earthquake risk. Kelvin Cross said it was not just earthquake risk, but a reasonably sound structure was better. The Mayor asked for the premium difference between a building at 33% of code as opposed to one at a higher code. Kelvin Cross said this makes a

significant difference in terms of premiums. In some cases if the percentage of code compliance is low the insurer will only give an indemnity cover instead of replacement cover.

He said council needs to know what would be replaced with like, and what would be replaced with something different. There are different ways of looking at how we insure our assets. Currently the main council building in Fairlie is insured for replacement.

Would council insure buildings like Skipton Hall or Albury Hall for full replacement? This needs community consultation.

In the past we insured everything for everything. Council might now want to have a tier system where buildings are insured at different levels. In the break down of what council pays on the property premium, approx. 50% is now earthquake premium. Kelvin Cross asked if council still wants a full replacement policy for fire, wind and earthquake damage on a public toilet?

With current spreadsheets and models it is possible to do modelling of different approaches very easily to see what the impact would be. Increasing the excess has an impact. Sometimes the excess plus the premium might equal the value of the asset.

The Twizel Events Centre, for example, is worth \$5.8 million. This means council needs five percent put aside to pay excess in the event of an earthquake at Mount Cook that destroys the Events Centre. This is often not thought about in a budget sense – do we have a reserve and how would we fund it after a disaster?

He explained the earthquake rate and how it works in different districts.

Getting reports on the earthquake risk of buildings is also important for the staff who work in them and the public who use the buildings. People using buildings want to know they are in a sound building.

The chairman said insurance needs to provide the right level of cover and he is anxious that we have the right cover.

Cr Cox asked how funded depreciation is taken into account when looking at insurance. Paul Morris said funded depreciation is collected to cover the wear and tear over the life of the building and eventually replace it. Insurance is designed to pay for sudden unforeseen loss. They fund two different things.

Kelvin Cross suggested using the tier approach and starting with million dollar plus assets and then moving down the tiers to make decisions on insurance. The chairman asked what percentage saving could be made in premiums from doing this work. Kelvin Cross gave an example of a client business who reduced its premium from half a million to \$250,000 by taking an aggressive approach to insurance.

Paul Morris explained the approach taken by council to insurance to date. There is an asset register used for insurance purposes and this is updated each year.

In 2010 the council's property premium was \$36,000 per year. Now it is \$85,000 plus. There is a need to reduce this amount.

PUBLIC EXCLUDED:

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

1. Public excluded minutes of the Finance Committee meeting held on March 20, 2014, taken in public excluded session.
2. Public excluded minutes of the Tekapo Property Group meeting held on April 23, 2014, taken in public excluded session.
3. Sale of Land to Meridian Energy (report to be circulated before the meeting)

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Previous minutes of the Finance Committee, March 20, 2014	Commercial sensitivity	48(1)(a)(i)
Previous minutes of the Tekapo Property Group, April 23, 2014	Commercial sensitivity	48(1)(a)(i)
Sale of Land to Meridian Energy	Enable commercial negotiations	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Previous minutes of the Finance Committee and Tekapo Property Group under section 7(2)(b)(ii). Sale of Land to Meridian Energy under section 7(2)(i).*

Claire Barlow/Russell Armstrong

The Finance Committee continued in open meeting.

THE CHAIRMAN DECLARED THE MEETING CLOSED AT 12.22pm

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE MACKENZIE DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY APRIL 1, 2014, AT 1.00PM

PRESENT:

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

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Arlene Goss (Committee Clerk)
Paul Morris (Manager Finance and Administration) – from 2.15pm
Garth Nixon (Manager Community Facilities) – from 2.55pm
Toni Morrison (Senior Policy Manager) – from 1.50pm to 1.55pm

Tim Hunter, Claire Hector-Taylor, Miranda Hogan and Caroline Blanchfield from Christchurch and Canterbury Tourism - from 1pm to 1.40pm.
Verna Parker and Chris Hutchinson from Sport Canterbury - from 2pm to 2.30pm

OPENING:

The Mayor welcomed everyone to the meeting.

APOLOGIES:

There were no apologies.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

BEREAVEMENTS:

The Mayor noted the following bereavements:

- Ruth Harvey, died 8th March, mother of Bev Hurst, late of Allandale.
- Marjory McGrath, died 16th March, sister of Earlene and Terry Wilson, late of Tekapo.
- Josephine Hands, died 16th March, mother of Rob and Julie Hands. Rob Hands is the South Canterbury Rural Fire Officer. Late of Geraldine.

Cr Russell Armstrong also noted the passing of Colleen Kearns, and Tony Lancaster, who is an officer associated with the RSA.

A moment of silence was observed.

VISITORS: CHRISTCHURCH AND CANTERBURY TOURISM REPORT

Tim Hunter, Claire Hector-Taylor, Miranda Hogan and Caroline Blanchfield from Christchurch and Canterbury Tourism were present to answer questions regarding their report to council which begins on page 5 of the agenda. The Mayor welcomed them to the meeting.

Claire Hector-Taylor gave a presentation which is attached to the minutes as Appendix 1.

She is surprised at the lack of growth in international visitors. For some reason there was a big jump in 2012. This summer has been average. January and February are expected to show better results.

Electronic card data shows Australia is our number one market. China has huge growth of 36%. UK is up 9%. There is a decrease in Japanese card transactions.

Claire Hector-Taylor is contributing new print columns to the Twizel Update and Fairlie Accessible. Good feedback on this. Industry workshop on Trade and Social Media was attended by 16 people and received positive feedback. Industry training was productive and received good feedback.

A marketing campaign is planned for this winter in Australia. Local ski fields are included. Domestic market also has a winter campaign from May to early September to bring New Zealand residents to Mackenzie during winter.

There is a lot of interest from Australian wholesalers in Alps2Ocean, boutique accommodation and Lord of the Rings.

Product managers from Shanghai and Beijing visited Mackenzie to familiarise themselves and experience what the region has to offer. We also hosted the Chinese ambassador. A lot of people from China want to experience 20 minute to 2 hour walks when they visit so this is a focus.

The Short Walks campaign is to attract Auckland and Wellington visitors to Mackenzie in Autumn. Direct mail has been delivered to 157,000 homes in the cities promoting walks in Canterbury.

The focus in next quarter is around 'Book It' so people can book straight through to products. Also a domestic winter campaign is ready to go.

Cr Smith thanked Claire Hector-Taylor for her presentation. Cr Cox said his feeling in Tekapo was that everyone has been busier so the statistics are interesting. The Mayor asked how the statistics were gathered. Operators have to provide them by law but there are a large number of accommodation providers who are not included. It also misses campervan people. This is why credit card data is also used to determine trends.

We need to remind local operators that it's a good idea to accept the China card. This is not cheap for businesses to introduce.

Are big operators working together to offer packages to tourists? Claire Hector-Taylor said some are working together with loyalty schemes. There has been a discussion held on a collaborative approach to social media.

Cr Leslie asked if CCT were aware that Twizel has a Facebook page. Claire Hector-Taylor said yes. CCT is planning to talk to Twizel promotions to see if they want to take over the administration of this page.

Tim Hunter, Claire Hector-Taylor, Miranda Hogan and Caroline Blanchfield left the meeting at 1.40pm.

MAYOR'S REPORT:

This was the report of Mayoral activities from February 18, 2014, to March 28, 2014.

The Mayor asked for some corrections to be noted:

- The Rural Provincial Meeting in Wellington on 13-14 March was attended with Cr Leslie, not Cr Cox.
- The Twizel Clinic Day on March 26 did not go ahead as there was only one appointment booked which was conducted on another day.

Resolved that the report be received with the corrections noted above.

Russel Armstrong/Evan Williams

REPORTS REQUIRING COUNCIL DECISIONS:

VALUATION REPORTS: INFRASTRUCTURE ASSETS:

The Mayor asked for comments or questions.

Cr Williams said he was disappointed that the reports only included total figures for items such as water schemes, instead of breaking down the figures for each scheme. The chief executive said there was no problem in providing the valuation figures for each asset. Cr Leslie also expressed an interest in separating out the water and sewerage schemes individually, but not the

roads. The Mayor said this information will be supplied to Cr Williams and Cr Leslie.

Resolved:

1. That the report be received.

James Leslie/Graham Smith

2. That council adopts the valuation dated 1 July, 2013, prepared by Aecom Ltd for water, wastewater, stormwater and solid waste assets as well as roading assets.

James Leslie/Murray Cox

CANTERBURY MAYORAL FORUM MEETING UPDATE:

Councillors heard that Peter Scott is the former CEO of Opuha Water, and a farmer. He has been a good representative to date.

Resolved:

1. That the report be received.

Evan Williams/Noel Jackson

2. That council endorse the reappointment of Peter Scott as the South Canterbury community representative on the Canterbury Regional Water Committee.

Evan Williams/Claire Barlow

FEES AND CHARGES: CEMETERIES AND PENSIONER HOUSING:

This report represents a CPI adjustment to keep fees rising at the same pace as inflation.

Resolved:

1. That the report be received.

Graham Smith/Russell Armstrong

2. That the council adopt the revised fees and charges as proposed for pensioner housing and cemeteries.

Graham Smith/Noel Jackson

GRANT REQUEST FROM TPDA:

Cr Smith expressed concern at the number of requests for grants that were coming to council. He asked why this was not at community board level. The

Mayor said this is an important event for the whole district. There was an option for council to go halves with the community board. The community board has a grants budget, however council does not. The community board is also negotiating with the TPDA at present regarding funding and this item could be included in those negotiations.

Resolved:

1. That the report be received.

Russell Armstrong/James Leslie

2. That the application for a grant of \$332 to cover the hall hire for the Twizel Anniversary Celebrations be referred to the Twizel Community Board.

Graham Smith/Russell Armstrong

Toni Morrison, Senior Policy Manager, joined the meeting at 1.50pm

LOCAL GOVERNANCE STATEMENT:

The Mayor was impressed with the governance statement. Cr Jackson asked why we don't have a water bylaw for Mackenzie. Toni Morrison explained that Mackenzie has a joint scheme. Downlands is a joint committee and the terms of reference require each council to have a bylaw. But bylaws are not automatic. Not all water supplies need to be managed with bylaws.

Cr Smith explained some background information on the Downlands scheme and how it works.

Resolved:

1. That the report be received.

Murray Cox/ Evan Williams

2. That the council agree to adopt the 2014 Local Governance Statement for public release.

Claire Barlow/Russell Armstrong

Toni Morrison, Senior Policy Manager, left the meeting at 1.55pm

COMMON SEAL AND AUTHORISED SIGNATURES:

This report advised councillors of documents signed under the common seal from November 1, 2013, to March 21, 2014.

Resolved:

1. That the report be received.

James Leslie/Graham Smith

2. That the affixing of the Common Seal to document number 781 be endorsed.

James Leslie/GrahamSmith

Verna Parker and Chris Hutchinson from Sport Canterbury joined the meeting at 2pm.

VISITORS: SPORT CANTERBURY

Verna Parker and Chris Hutchinson gave a power point presentation to councillors. A copy is attached to these minutes as appendix 2.

This included background information on the work of the trust and outlined work currently carried out in the Mackenzie District. Support was offered to assist schools and sports clubs in the district to run events or programmes.

Paul Morris, Finance Manager, joined the meeting at 2.15pm.

Sport Canterbury is looking to encourage regular activity or sport for adults as well as children. Current programmes are funded by KiwiSport and Sportstart funds.

Cr Smith asked if work was being carried out in Twizel and Tekapo. Yes. Sport Canterbury will be talking to schools to find out if they would like to participate further. There was a suggestion they also engage with the youth club in Twizel.

The presentation concluded with a request for a grant of \$5000 from the council to increase delivery and coordination of sport and activity in the Mackenzie District.

The Mayor said this request would be referred to the budget workshop planned for Thursday for further discussion.

Verna Parker and Chris Hutchinson left the meeting at 2.30pm.

INFORMATION REPORTS:

MDC LAND DISPOSAL PROCESS:

The letter from APL Property Blenheim Ltd regarding council's land disposal process was considered by councillors.

Paul Morris said an “unintended conversion into joint venture” is when the land is zoned for a specific purpose and council offers it for the consideration of a development opportunity outside that zoning. This means council would be joining with the developer in a joint venture to provide resource consent, which was not acceptable.

Council needed to ensure it was selling the land as is and not offering it in any other way. The buyer would need to go through the normal resource consent process if they wanted to change the use of land.

The Mayor asked for a checklist to be produced, based on this advice, to ensure that council considers all these things when discussing land disposal in the future. Mr Morris said a checklist will be produced.

Cr Smith questioned whether the best possible price can be achieved for land when this advice is followed. Cr Cox said council gets a return in rates when units are built on land and this needs to be taken into account when considering the value of selling land.

Resolved that the report be received.

Graham Smith/Evan Williams

Garth Nixon, Community Facilities Manager, joined the meeting at 2.55pm.

CHIEF EXECUTIVE’S ACTIVITIES:

This report from the Chief Executive Officer referred to the meetings he had attended and other activities from February 18, 2014, to March 28, 2014.

The chief executive requested the following corrections to the report be noted:

- On February 19 he did not have a conference call with Lynne Frost.
- On March 23 he did not attend the Maadi Cup opening.
- On March 21 he did not meet with Horizons and Coldwater delegates.
- On March 13-14 the Rural Provincial Meeting in Wellington was attended with Cr Leslie, not Cr Cox.

Resolved that the report be received with the corrections noted above.

Evan Williams/James Leslie

COMMUNITY BOARD RECOMMENDATIONS AND MINUTES:

This report from the Chief Executive was accompanied by the minutes of the meetings of the Tekapo and Twizel Community Boards on March 10, and the Fairlie Community Board on March 17, 2014.

Resolved:

1. That the report be received.

Noel Jackson/Evan Williams

TEKAPO COMMUNITY BOARD:

Council noted the following resolution regarding the outcome of the council strategic workshop:

That the community board endorses the strategic workshop objectives and notes a desire to see a strengthening of community consultation going forward.

Stella Sweney/Lynette Martin

Council considered a recommendation from the Tekapo Community Board regarding the Tekapo Community Centre blinds:

That the Tekapo Community Board approve the quotations from the Shade House and L&L construction to complete the infill and screen installation.

The Tekapo Community Board recommends to council that this work proceed funded from the township projects account.

Stella Sweney/Alan Hayman

Garth Nixon provided councillors with background to this issue. Some surplus funds are available in the township account, which is not the allocated budget from this work. Paul Morris said this will be unbudgeted capital expenditure and the township budget is only for operational costs, so this request needed to come before the full council for approval.

Resolved that council approves the unbudgeted expenditure to proceed with the installation of screens at the Tekapo Community Centre.

Murray Cox/Russell Armstrong

Council noted a resolution from the Tekapo Community Board regarding the selling of Lot 5 to the Youth Hostel Association:

Resolved that the Tekapo Community Board request the Mackenzie District Council to negotiate with the YHA for the planned sale and development of a site other than Lot 5.

Stella Sweney/Lynette Martin

Council noted the following resolution regarding planter boxes in the Tekapo township:

Resolved: that staff remove the Tekapo township planter boxes for winter and look to replace them with a more appropriate option in the summer.

Lynette Martin/Murray Cox

TWIZEL COMMUNITY BOARD:

Council noted the following recommendation regarding the outcome of the council strategic workshop:

That the community board endorses the strategic workshop objectives.

Phil Rive/Russell Armstrong

Council noted a recommendation from the Twizel Community Board regarding the Twizel Youth Centre:

That the Community Board waits for the Youth Centre to come back to them with a proposal on how they wish to proceed.

Phil Rive/Russell Armstrong

Council noted a recommendation from the Twizel Community Board regarding the use of the Events Centre by the TPDA:

Resolved: that the Twizel Community Board supports the work of the TPDA and will find out how much is spent on advertising with them before taking the issue further.

Russell Armstrong/Pat Shuker

Council noted the following recommendation regarding the Maadi Cup welcoming parade:

Resolved that the chairman and the Mayor attend the welcoming parade of the Maadi Cup on the 23rd on behalf of the community board.

Pat Shuker/Russell Armstrong

FAIRLIE COMMUNITY BOARD

Council noted the following recommendation regarding the outcome of the council strategic workshop:

That the community board endorses the strategic objectives.

Trish Willis/Warren Barker

Council noted and considered the following resolutions from the Fairlie Community Board, in particular the request for council funding:

That the Fairlie Community Board approve the project to upgrade the Community Centre courtyard gardens to allow work to commence.

Les Blacklock/Warren Barker

That the Fairlie Community Board approve the project to upgrade the existing picnic tables on Riddle Street to allow work to commence.

Trish Willis/Warren Barker

That the Fairlie Community Board request council funding for 50% of the work associated with the community centre courtyard.

Warren/Barker/Les Blacklock

That the final design of the courtyard be approved by two community board members.

Warren Barker/Trish Willis

Garth Nixon said the community board's position was that the upkeep of the courtyard was the partial responsibility of council as it was also the front entrance to the council building. The estimated cost for this work is about \$35,000, or about \$17,000 each from council and community board. There may be an opportunity to fund some of it in next year's budget. Council does not currently have a budget allocated for this area.

The Mayor said there might be a similar situation in Twizel, with the area outside the council service centre also needing an upgrade.

Resolved that council defer making a decision about funding 50% of the work on the Fairlie Community Centre courtyard until after the budget round and an appropriate plan and accurate figures are made available to council.

Graham Smith/Evan Williams

Council noted the recommendation from the Fairlie Community Board regarding the monitoring of a new water source for Fairlie:

That "Option One" in the Opus report be confirmed as the most effective way to gather the required reliable data without undue cost.

Les Blacklock/Warren Barker

Council noted the recommendation from the Fairlie Community Board regarding bike stands in Fairlie:

That the Community Board incorporates the need for bike stands on the main street in its workshop planning for the next financial year.

Trish Willis/Les Blacklock.

MACKENZIE FORESTRY BOARD MINUTES:

Resolved that the minutes of the meeting of the Mackenzie Forestry Board held on March 20, 2014, including such parts as were taken with the public excluded, be received.

Graham Smith/Evan Williams

COMMITTEE MINUTES:

Resolved that the minutes of the meeting of the Finance Committee held on March 20, 2014, be received.

Claire Barlow/Murray Cox

Resolved that the minutes of the meeting of the Asset and Services Committee held on March 20, 2014, including such parts as were taken with the public excluded, be received.

Claire Barlow/Murray Cox

Resolved that the minutes of the meeting of the Planning and Regulation Committee held on March 20, 2014, be received.

Claire Barlow/Murray Cox

MINUTES AND MATTERS UNDER ACTION:

Resolved that the minutes of the meeting of the Mackenzie District Council held on February 18, 2014, including such parts as were taken with the public excluded, be confirmed and adopted as the correct record of the meeting.

Claire Barlow/Noel Jackson

PUBLIC EXCLUDED:

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

- A) PREVIOUS COUNCIL MINUTES, FEBRUARY 18, 2014
- B) PREVIOUS MINUTES TEKAPO COMMUNITY BOARD, MARCH 10, 2014
- C) PREVIOUS MINUTES MACKENZIE FORESTRY BOARD, MARCH 20, 2014
- D) PREVIOUS MINUTES ASSET AND SERVICES, MARCH 20, 2014
- E) UPDATE ON LAND SALES IN TEKAPO TOWN CENTRE
- F) SALE OF LAND TO HORIZONS NZ

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Previous Council minutes	Commercial sensitivity	48(1)(a)(i)
Previous minutes Tekapo Community Board	Commercial sensitivity	48(1)(a)(i)
Previous minutes Mackenzie Forestry Board	Commercial sensitivity	48(1)(a)(i)
Previous minutes Asset and Services Committee	Commercial sensitivity	48(1)(a)(i)
Update on Land Sales in Tekapo Town Centre	Commercial sensitivity	48(1)(a)(i)
Sale of Land to Horizons NZ	Commercial sensitivity	48(1)(a)(i)

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

James Leslie/Graham Smith

The Mackenzie District Council meeting continued in open meeting.

THE MAYOR DECLARED THE MEETING CLOSED AT 3.35pm.

MAYOR: _____

DATE: _____

Matters Under Action – Mackenzie District Council				
<i>Action</i>	<i>Date Added</i>	<i>Owner</i>	<i>Current Status</i>	<i>Date Completed</i>
Discretionary budget for grants and sponsorships.	18-02-14	Paul	There is no discretionary budget for grants or sponsorship. Discussion was held on whether council needs a discretionary fund for grants. Mr Morris thinks this is appropriate to discuss during the budget process.	
Sport Canterbury Sports Awards sponsorship.	18-02-14	Wayne	Council approved Sport Canterbury's request to sponsor the 2014 South Canterbury Sports Awards to the value of \$525 plus GST. Staff were asked to notify Sport Canterbury of the decision.	
General valuation date change.	18-02-14	Paul	Council to notify the Valuer-General of its intention to change its next revaluation date to occur in 2014, for effect in the 2015 rating year and then three yearly after that.	
Request for grant from Students Against Drunk Driving in Twizel.	18-02-14	Mayor	On the agenda for council meeting May 13, 2014, under community board recommendations to council.	
Addition of missing soldiers names to the district war memorial in Fairlie.	18-02-14	Garth	Mr Nixon to prepare a report that contains the views of the RSA on this issue.	
Upkeep and maintenance of public memorials in the district.	18-02-14	Garth	Mr Nixon was asked to put together a report for the Finance Committee regarding the upkeep and maintenance of public memorials in the district.	
Grant for Painting of Mackenzie District Archive Building.	18-02-14	Wayne Paul	Council to give \$9,600 to the Archive Society to undertake the painting of their new archive building and rate for it in next year's budget.	

Grant application Twizel Anniversary Celebrations	1-04-14	Garth	Resolved that the application for a grant of \$332 to cover the hall hire for the Twizel Anniversary Celebrations be referred to the Twizel Community Board. This is on the agenda under community board recommendations to council.	
Screens at Tekapo Community Centre	1-04-14	Garth	Resolved that council approves the unbudgeted expenditure to proceed with the installation of screens at the Tekapo Community Centre.	
Upgrade of Fairlie Community Centre Courtyard	1-04-14	Garth	Resolved that council defer making a decision about funding 50% of the work on the Fairlie Community Centre courtyard until after the budget round and an appropriate plan and accurate figures are made available to council.	

MACKENZIE DISTRICT COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE MACKENZIE DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY APRIL 29, 2014, AT 9.18am

PRESENT:

Claire Barlow (Mayor)
Cr Murray Cox
Cr Noel Jackson
Cr Evan Williams

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Paul Morris (Manager Finance and Administration)
Arlene Goss (Committee Clerk)

OPENING:

The Mayor welcomed everyone to the meeting and apologised for lateness.

APOLOGIES:

An apology was received from Cr Russell Armstrong, and apologies for lateness from Crs James Leslie and Graham Smith.

DECLARATIONS OF INTEREST:

There were no conflicts of interest declared.

ADOPTION OF DRAFT ANNUAL PLAN 2014/15:

Finance and Administration Manager Paul Morris said this is the last annual plan under the old legislation, with new regulations coming into effect on May 1.

Cr James Leslie joined the meeting at 9.26am

The following corrections to the draft were noted:

On page 17 of the plan there is a mistake that says council is preparing to hold elections in 2013, which has been removed. A reference to back office staff has been changed to administration staff. Rating definitions on page 98 of the agenda - a change has been made to add extra words related to the capital value of the land. Further changes have been made to make headings more understandable.

Under Uniform Annual Charge it now reads "all rateable land under section 15". On page 90 under Twizel Works and Services Rate "20% fixed charges

and 90% rate” has been changed to 17.42% and 82.58%. Under Tekapo Works and Services rate change has been made to Category Tekapo A and all other properties. Other minor changes have been made on pages 92, 93, 98 (Accommodation and Commercial Businesses), 99. Page 102-102 changes have been made to add the words “fixed charge” to several items.

Cr Graham Smith joined the meeting at 9.37am.

Paul Morris went through the contents of the Annual Plan Summary. The pie graphs were favourably received. The rating comparison chart was discussed and councillors asked for the explanation to be put at the top of the page to draw attention to it. It was agreed to do this.

The Mayor said she would go through the report page by page and asked Paul Morris to take notes. She started with the summary.

The Mayor would like the fonts changed and there are some typos in the summary. Paul Morris asked for typing or grammatical errors to be noted and provided to him on printed versions so they can be corrected.

Cr Smith would like the re-valuation of assets to be included in the summary, as this has affected the rates. This will be added to the Mayor and Chief Executive’s summary.

Page 2, first paragraph is inflammatory regarding Federated Farmers. Would like reference to Fed Farmers removed. Cr Cox would like “daunting” replaced with “challenging” in reference to the district plan.

Paul Morris referred the councillors to page 102 regarding the Burkes Pass sewer. Depreciation has added \$10,000 to the rates. There are 17 ratepayers in Burkes Pass and this has a significant impact. He suggested letting the plan go out as it is and then doing a submission to the plan to work out how to change this going forward. Current plan has a rates impact of 35% per property in Burkes Pass. Would be bad for us to change policy without a discussion. Need to get it out there and think about how we can solve it. Paul Morris will write a submission on this aspect of the draft plan.

Would like to highlight in the summary that the additional building officer is fully funded from building activity, and not funded from rates.

Cr Smith questioned the need for the low value, high value comparison and tabled a sample summary from the Timaru District Council. Cr Leslie says the townships are paying similar rates even though Twizel’s percentage rise is higher than the others.

On page 13-14, last sentence refers to safe and secure water supply, the Mayor asked to add the words “now and into the future”.

Resolved that council adopts the 2014/15 Summary of the Draft Annual Plan for release for public consultation, subject to the changes noted.

Graham Smith/Evan Williams

Public submissions will be forwarded to councillors as they arrive. The Mayor requested a management summary of submissions be provided before the hearing. Paul Morris is expecting approx. 30 submissions. A public meeting is planned for Twizel to answer ratepayer's questions on the new water scheme.

Any changes made to the summary will be reflected in the Draft Annual Plan.

The Mayor continued to go through the document page by page. On page 23 of the agenda some changes were made to the wording. Examples of changes made since the last Annual Plan to communicate better with the public need to be added.

In the financial summary, thousands need to be highlighted to show people that the figures have three zeros after them.

Under water supplies we need to add a reference to a fit and healthy community. Same for sewerage.

Page 44, remove mention of solar system project and upgrade to tennis courts as these are old projects. First few sentences under Lake Tekapo to be removed, and start toilets section at "A provisional amount...".

Page 47, remove "given the state of the economy" comment.

Page 50, MDTT has not yet been wound up. Paul Morris explained that this has been delayed by tax issues.

Page 68 of annual plan, paragraph under employee entitlements. Cr Leslie asked if we are expecting more sickness than planned. Paul Morris explained this was due to accounting standards used in accounting for sick leave liability.

A question was asked on the setting of the official cash rate.

Resolved that council adopts the 2014/15 Draft Annual Plan for release for public consultation with the changes noted, and typographical errors to be corrected.

Graham Smith/Evan Williams

THE MAYOR DECLARED THE MEETING CLOSED AT 10.27am

MAYOR: _____

DATE: _____