



**Notice is given of a Twizel Community Board Meeting to be held on:**

**Date: Monday, 12 October 2020**

**Time: 3.00pm**

**Location: Theatre**

**Twizel Events Centre**

# **AGENDA**

## **Twizel Community Board Meeting**

**12 October 2020**

Note: This meeting may be digitally recorded by the minute-taker.

**Twizel Community Board Membership:**

Jacqui de Buyzer (Chair)

Tracey Gunn

Renee Rowland

Amanda Sargeant

Emily Bradbury

**Order Of Business**

<b>1</b>	<b>Opening.....</b>	<b>5</b>
<b>2</b>	<b>Apologies .....</b>	<b>5</b>
<b>3</b>	<b>Public Forum .....</b>	<b>5</b>
<b>4</b>	<b>Declarations Of Interest .....</b>	<b>5</b>
<b>5</b>	<b>Reports.....</b>	<b>6</b>
5.1	Minutes of Twizel Community Board Meeting - 3 August 2020.....	6
5.2	Community Board Financial Report .....	14
5.3	Community Facilities and Parks Report.....	19
5.4	Introduction to Representation Review .....	67
5.5	Twizel Community Board Meeting Schedule 2021.....	83
5.6	Correspondence.....	84
5.7	General Business and Councillor Update .....	93
5.8	Community Board Action List .....	95






- 1 OPENING**
- 2 APOLOGIES**
- 3 PUBLIC FORUM**
- 4 DECLARATIONS OF INTEREST**

## **5        REPORTS**

### **5.1       MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 3 AUGUST 2020**

**Author:**                **Arlene Goss, Governance Advisor**

**Authoriser:**

**Attachments:**        **1.     Minutes** [!\[\]\(a870788d6ed9b8fd294b7654a8c8526b\_img.jpg\)](#) 

#### **RECOMMENDATION**

That the Minutes of the Twizel Community Board Meeting held on Monday 3 August 2020 be received and confirmed as an accurate record of the meeting.



# **Unconfirmed MINUTES**

**Twizel Community Board Meeting**

**3 August 2020**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
TWIZEL COMMUNITY BOARD MEETING  
HELD AT THE MERIDIAN ENERGY MEETING ROOM, TWIZEL  
ON MONDAY, 3 AUGUST 2020 AT 3.00PM**

**PRESENT:** Chairperson Jacqui de Buyzer, Tracey Gunn, Renee Rowland, Amanda Sargeant, Cr Emily Bradbury

**IN ATTENDANCE:** Mayor Graham Smith, Tim Harty (General Manager Operations), Bernie Haar (Asset Manager), Ann Rogers (Planning Manager), Aaron Hakkart (Planning Team Leader), Jan Sprigs (Regulatory Manager), Angie Taylor (Community Services and Waste Manager), Arlene Goss (Governance Advisor), and 14 members of the public.

## **1 OPENING**

The chairperson opened the meeting and thanked those people who had provided feedback on the wilding pine issue (a proposal by Environment Canterbury to undertake significant wilding pine control on council land around Twizel). She noted that no decision had yet been made. The results of the public consultation would come to a future meeting.

## **2 APOLOGIES**

Apologies were received from Council Chief Executive Suzette van Aswegen and Community Facilities Officer Charlotte Borrell.

## **3 PUBLIC FORUM**

**Norman Geary** gave a presentation on plans for the 2021 Cavalcade. A copy of his presentation is available as an attachment to these minutes. He said Twizel would be the location of the cavalcade next year. He was expecting about 800 people to participate, with about 4,000 additional on-lookers. The Cavalcade starts on the 27<sup>th</sup> February, 2021, and ends in Twizel on 6<sup>th</sup> March.

**Pat Shuker** spoke regarding the Twizel wood chipper. She said the chipper was currently in Fairlie and needed to be returned to Twizel.

**Shaun Norman** said the historic photographs in the Twizel Events Centre had been taken down and left on the floor. He asked for these to be better cared for and put back after painting was completed.

**Louise Beaumont** complained that many street lights in Twizel were not working. The Mayor said Council was in the process of changing the bulbs to LEDs and some of the fittings did not fit. Staff were in the process of fixing this. The chairperson then read out an email from the roading manager with further details about the situation. She called for this information to be communicated to the public through the Twizel Update. Mr Haar offered to organise this with the communications advisor.

Louise Beaumont then asked if the wilding pines at Ruataniwha would be discussed at the meeting. The chairperson said the public consultation on this matter finished the day before the meeting and the results of this would come back to a future meeting. Members of the public noted their concerns with the proposal.

#### 4 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 5 REPORTS

##### 5.1 UPDATE FROM PLANNING AND REGULATORY STAFF

Planning Manager Ann Rogers was welcomed to the meeting. She gave the community board some background information on the District Plan Review. This started with a survey that collected 800 responses and was followed up with a district-wide housing stocktake. Growth prediction work is currently underway.

She handed out some information about planning problems in the Twizel township as identified in an earlier workshop with community representatives. This is available as an attachment to these minutes.

The next step would be for various options to go out to the wider community within the next two months. A full report would go to the Council in October.

Ann Rogers said the spatial plan process was helpful because planners could take a more coordinated approach. They were looking at planning for growth projections 30 years out. In 30 years the population of Twizel was expected to be about 3,000 people, which was just under double the current population of 1,800.

Members of the public were asked to contribute to the spatial planning process on the new Let's Talk online website. A member of the public asked for a link to the Let's Talk platform to be placed on the home page of the council website.

##### 5.2 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 8 JUNE 2020

###### COMMITTEE RESOLUTION TWCB/2020/208

Moved: Member Amanda Sargeant

Seconded: Member Renee Rowland

That the Minutes of the Twizel Community Board Meeting held on Monday 8 June 2020 be received and confirmed as an accurate record of the meeting.

**CARRIED**

##### 5.3 COMMUNITY BOARD ACTION LIST

Discussion on the action list included the following matters:

**Market Place South Eastern Corner** - Work schedule to come to the next meeting.

**Barriers at Lake Ruataniwha** - Delayed by wilding tree issue. Mr Haar offered to visit this area with the chairperson.

**Sports hall floor** - Work is scheduled for the end of September.

**Twizel swimming pool** - Work is done. Contractors will do a training session with staff before the summer start. Shower curtains will go up before the season. Angie Taylor was asked to revisit the pool upgrade finances to see if more work could be planned, including a mural.

**Grass outside the Twizel gym** - Barriers are in place and are working.

**Pensioner flats** - Work on these continues. Remove from list.

**Sealing of long parking bay** – Mr Haar said the roading manager was planning to build up the gravel then get a price from a contractor for sealing. Cannot do any sealing until 15 September.

**Whitestone yard** – This matter will be workshopped by Council.

**Twizel events centre access upgrade** – Work in progress. A few teething issues to work through. Concern was expressed about safety issues because the side door of theatre could not be opened from the inside. There was confusion over whether the external door would open automatically if the fire alarm went off. Angie Taylor offered to follow up.

**Twizel Information Centre changes** – Discussion took place on whether the Events Centre Lounge would be available for future community board meetings. The Governance Advisor was asked to communicate the location of next two meetings and advertise these.

**Wifi in Market Place** – Fibre is installed. The Governance Advisor was asked to get an update on this and send an email around.

**Town Signage Audit** – Community board members to organise a walk around.

**Twizel Viewing Corridors/Fence Around Playground/Junior Roadway on Skating Rink** – Angie Taylor said she has started investigating these matters but would like to take a more strategic view. She asked for the community board to be patient while background issues were investigated. The community board considered playground fencing to be a safety issue and wanted this to be done soon. The junior roadway could benefit for further investigation including other locations. The viewing corridors hadn't been maintained and the community board would like to have a walk around to look at these.

#### 5.4 COMMUNITY BOARD FINANCIAL REPORT

The community board noted that \$20,000 had been transferred from the subdivision fund to pay for work on a greenway at Rata Street.

##### COMMITTEE RESOLUTION TWCB/2020/209

Moved: Member Renee Rowland

Seconded: Cr Emily Bradbury

That the community board financial report be received.

**CARRIED**

#### 5.5 WOOD CHIPPER

Tim Harty was asked to speak to the community board on this matter. He introduced himself as the new General Manager of Operations at Council.

## Twizel Community Board Meeting Minutes

3 August 2020

He understood the chipper was purchased in 2009. The Health and Safety Act outlines the responsibilities of the council in the operation of equipment like this. At present the chipper was being used without an appropriate health and safety plan. Ultimately any accident that occurred would be the responsibility of either the chief executive or himself as General Manager of Operations. Neither he nor the chief executive wished to carry this risk. Mr Harty recommended that the chipper be disposed of appropriately.

The community board members were asked for their feedback on the council report. They generally agreed with the recommendations of staff.

Pat Shuker asked to speak. She said she had checked with the appropriate authorities and they were happy with her using the chipper. In three years there had never been an accident.

The community board passed the resolution and asked for the disposal process to be carried out in public so anyone in Twizel could have the option to purchase the chipper.

**COMMITTEE RESOLUTION TWCB/2020/210**

Moved: Member Amanda Sargeant

Seconded: Member Renee Rowland

1. That the report be received, and that
2. the Twizel Community Board recommend to Council to dispose of the woodchipper in accordance with the Retention and Disposal Policy, and that
3. the proceeds be returned to the Twizel Community Board grant budget in support of other community initiatives.

**CARRIED****5.6 TWIZEL COMMUNITY BOARD - AFFECTED PERSONS APPROVAL - RM020063 29 JOLLIE ROAD, TWIZEL**

The purpose of this report was for the Twizel Community Board to consider a request for affected party approval under Section 95E of the Resource Management Act 1991.

It was recognised that some older storage buildings would be removed to make space for the new building. The community board agreed to provide affected persons approval.

**COMMITTEE RESOLUTION TWCB/2020/211**

Moved: Chairperson Jacqui de Buyzer

Seconded: Member Renee Rowland

1. That the report be received.
2. That the Twizel Community Board recommend to Council that affected persons approval be provided for land use consent RM020063 with a reduced setback from the eastern boundary that is owned by Council and zoned Recreation Passive.

**CARRIED**

**5.7 GRANT REQUEST FROM TWIZEL CAVALCADE 2021**

All the members of the community board agreed this amount should be granted.

**COMMITTEE RESOLUTION TWCB/2020/212**

Moved: Member Renee Rowland

Seconded: Member Tracey Gunn

That the Twizel Community Board considers the grant request for of \$41 including GST from the Twizel Cavalcade for hireage of the Twizel Events Centre.

**CARRIED**

**5.8 GRANT REQUEST FROM INCUHUB**

Community board member Tracey Gunn spoke in support of this application. She said she worked at Incuhub and it would close down unless further funding was sourced. She outlined their efforts to apply for funding from other sources, which are on-going.

The recommendation to approve the grant was moved, seconded, and the resolution was passed.

Governance Advisor Arlene Goss asked member Tracey Gunn if she wished to declare a conflict of interest in this matter. She replied that she would not receive a financial benefit from the grant and did not consider that she had a conflict. The Mayor said he was happy there was no conflict. The chairperson thanked the governance advisor for raising this.

**COMMITTEE RESOLUTION TWCB/2020/213**

Moved: Chairperson Jacqui de Buyzer

Seconded: Member Amanda Sargeant

That the Twizel Community Board considers the grant request for of \$500 including GST from IncuHub Twizel.

**CARRIED**

**5.9 GENERAL BUSINESS**

**Man-made Hill** – The chairperson said a plan was needed on what to plant on the hill. She suggested consulting with someone knowledgeable to determine the best plants. This might also need consultation with the community. The Department of Conservation would have planting information.

A working bee was suggested. There was also a suggestion to put extra money from other funds into planting, as \$5000 was not a lot of money. And local businesses might want to sponsor plants.

The community board asked if it was possible to consult on this matter using the new Let's Talk platform.

Angie Taylor offered to move this forward. The community board stressed they did not want to miss the planting season, and also wanted to incorporate the walking tracks in the planting plan.

The new plants would need a water supply. Bernie Haar offered to look into this.



The Meeting closed at 4.24pm.

The minutes of this meeting were confirmed at the Twizel Community Board Meeting held on 12 October 2020.

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CHAIRPERSON

## **5.2 COMMUNITY BOARD FINANCIAL REPORT**

**Author:** Jo Hurst, Management Accountant

**Authoriser:** Adrian Hodgett, Finance Manager

**Attachments:** 1. Twizel Community Board Financial Report [↓](#) 

### **STAFF RECOMMENDATIONS**

That the community board financial report be received.

### **BACKGROUND**

Attached is the latest community board financial report for your information.



## Twizel Community Board Financial Performance August 2020

	YTD Actual 2020/21	YTD Budget 2020/21	YTD Actual 2019/20	Variance v Budget	Variance v Budget (%)	Variance v 2019/20	Variance v 2019/20 (%)
Other Revenue	6,813	9,295	8,542	(2,482)	-26.70%	(1,729)	-20.25%

Other revenue is less than budget as the events centre hireage has been less than budgeted. Income is down on the previous year due to less income from the Twizel Events centre due to Covid-19.

Operating Expenditure	85,039	116,768	81,592	31,729	27.17%	(3,447)	-4.22%
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Operating expenditure is down on budget as township maintenance spends have been less than budgeted due to this being the colder time of the year.

Capital Expenditure	29,135	28,809	-	(326)	-1.13%		
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\$29,135 has been spent on the upgrade of the Events Centre so far replacing the locks. While the town centre project has yet to be started.

**Twizel Community Board  
Capital Expenditure Summary  
For The Period Ended 31 August 2020**

	Budget 2020/21	YTD Actual 2020/21
<b>Twizel Township</b>		
Implementation of Development Plan	67,456	0
<b>Total Twizel Township</b>	<b>67,456</b>	<b>0</b>
<b>Twizel Events Centre</b>		
Buildings	105,400	29,135
<b>Total Twizel Events Centre</b>	<b>105,400</b>	<b>29,135</b>

**Twizel Community Board  
Township Projects  
For The Period Ended 31 August 2020**



<b>Date</b>	<b>Organisation</b>	<b>Amount</b>
1/07/2020	New financial year 2020/21	\$ 16,800.00
	Expenditure to date:	
	Balance remaining	\$ 16,800.00

**Twizel Community Board  
Grant Allocations  
For The Period Ended 31 August 2020**

<b>Date</b>	<b>Organisation</b>	<b>Amount</b>
1/07/2020	New financial year 2020/21	\$ 2,700.00
	Expenditure to date:	
	Balance remaining	\$ 2,700.00

\* Maximum of \$500 can be allocated per grant application

**5.3 COMMUNITY FACILITIES AND PARKS REPORT**

**Author:** Tim Harty, General Manager Operations  
**Authoriser:** Suzette van Aswegen, Chief Executive Officer  
**Attachments:** 1. Xyst Report [↓](#)   
2. Xyst Presentation [↓](#) 

**STAFF RECOMMENDATIONS**

That the information be noted.

**BACKGROUND**

Council commissioned Xyst Limited to undertake an independent review of its Community Facilities and Parks Assets earlier this year.

The report has been received and the results presented to a Council workshop. Both the report and the presentation are attached.

Council staff will attend the Community Board meeting to present the information to Board members and answer any questions they may have.

**CONCLUSION**

An independent review of Councils Community Facilities and Parks Assets has been undertaken and the results will be presented and discussed with the Community Board.

Xyst Limited  
1st Floor, Daily Telegraph Building,  
49 Tennyson Street,  
PO Box 512, Napier 4110



29 July 2020

Tim Harty  
General Manager Operations  
Mackenzie District Council

Via Email  
tim.harty@mackenzie.govt.nz

Tēnā koe Tim

### Community Facilities and Parks Risks – Forward Approach

Thank you for the opportunity to spend some time in the Mackenzie District and the time both you, Charlotte and Angie shared with me, introducing me to some of the issues confronting you. I have tried to be succinct in summarising matters that I think need to be addressed and have applied some priority to each.

#### Risk Areas

There are a number of areas where risk is currently evident, including:

- aquatic facilities operations
- playground inspection and compliance with standards
- tree management and condition awareness
- contractor performance and auditing
- poorly used/unused buildings on parks
- community constructed assets
- lack of policy, strategies and plans
- perception that operational tasks have to be completed cheaply
- assets created through sub-division not being appropriate or being missed for inclusion within the maintenance contract

#### Strategies, Policy and Plans

Through discussion with MDC staff and experience elsewhere, it is clear that operations and community liaison over day-to-day issues are more difficult where there are no agreed levels

Commercial in confidence

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of service, policies or plans in place. It creates the situation where it is difficult to say “no” and ultimately where anything goes.

The following strategies/policy and other tasks are recommended for development:

### **1 – Parks/Open Space Strategy**

An overarching high-level document that identifies and records the parks and open spaces network. A document that records our open space provision and breaks down reserves into various industry-recognised categories such as sports fields, local reserves, walkways and community building reserves, etc. This will be coupled with the preparation of detailed levels of service including provision of reserve land, development and operations standards.

The strategy will identify where any gaps in provision and development levels of service are evident and how these gaps can be addressed as the community grows.

The strategy will give clear direction to Council to enable it to develop appropriate development contributions policy regarding future requirements in terms of land or financial contribution. This will enable clear communication and implementation of appropriate development standards for developers.

It will also identify if there is any over provision in terms of open space and/or where land might be able to be considered for retirement or alternative use within the constraints of its tenure.

### **2 – Activity Management Plan (AMP)**

The existing Community and Township Services AMP was developed in 2018. The plan is extremely basic and devoid of any useful detail that would assist in managing the activity and supporting the need for the services and projects identified in the LTP.

While there is no format or level detail requirement specified for activity management plans, best practice (and the approach of most councils) is to use a format similar in detail to an asset management plan as outlined in the International Infrastructure Management Manual 2015 (IIMM) or similar.

The main tasks that require addressing in updating the AMP include:

- quantification of the assets managed
- assessment of asset condition and performance
- preparing and documenting levels of service
- inclusion of an effective lifecycle management section
- valuation information
- development of a renewal plan
- creation of an improvement plan

### **3 – Asset Management Information and System (AMIS)**

While best practice is a specialist asset management system and processes that aim to keep asset information updated in real time, this is not necessary at this stage. The alternative approach is to record the data in MS xls, or possibly a cloud-based GIS system such as GIS Cloud, (if a suitable internal GIS system is not available or suitable) and undertake an update of data and condition assessment on a three-yearly cycle. This can be undertaken as a project every three years or distributed over 3 years on a rolling cycle.

This process needs to be completed for both open space hard assets and community facility buildings. For the building assets, a 10-20 year Building Maintenance Plan should also be produced to make effective use of this data.

Consideration could also be given to including all property (building) assets in this process, if this has not been undertaken previously. (Note: this is the approach that Gore District Council apply).

### **4 – Reserve Management Plan/s**

There doesn't appear to have been any development of reserve management plans, which is a legal requirement where land held under the Reserves Act (other than for local purpose reserves). Management plans provide the opportunity to consult with the community around the appropriate uses of reserve land and to establish if and how reserves are to be developed and managed.

The most pragmatic approach would be the development of a single omnibus plan to cover the majority of the parks and reserves. This would be supported by a separate general policies plan, which would provide the advantage of being able to be added to over a period of time without having to undertake a full plan review.

Any specific reserves which enjoy a higher profile or are likely to generate more community interest in their management could have separate plans developed. These reserves are likely to be Fairlie Village Green (skatepark, playground, toilets, main visitor reserve) and Tekapo Waterfront Reserve depending on land status. (Note: The reserve management plan process can still be very usefully applied if the land is not classified under the Reserves Act.)

A structure for the plans to consider could be:

- Volume 1 – general policies
- Volume 2 – general reserve management plan (and specific policies for individual reserves)
- Volume 3 – specific reserve plans

While there is a statutory process to be followed when developing reserve management plans, the initial phase of effort will be around identifying and clarifying the land status and classification of existing reserves.

### 5 – Trails/Walkway Strategy and Development Plan

There are a number of established and locally known trails suitable for biking and walking. Unfortunately, these trails are not well marked or promoted, with the exception of the Alps to Ocean Cycle Trail. Trails should be inspected and assessed against the national standard and an appropriate level of service, in terms of maintenance, agreed.

Ongoing maintenance should be reviewed and, as a default, should be included as part of the open spaces contract.

All trails should be clearly marked at entry points and marker posts established, especially at points where trails intersect other informal tracks or appear to cross private land.

There is likely scope to explore external funding opportunities for the development of future trails including creating linkages between existing trails. Given the number of visitors who traverse the district carrying bikes, there is a clear opportunity to engage with them to enjoy the local trails.

There are a number of obvious but as yet undeveloped trails/links awaiting exploration and development, including a bike link from Twizel to the rowing centre.



Tekapo sub-division link unmarked



Tekapo sub-division link unmarked



Trail from Fairlie Domain



Tekapo



Walkway from Fairlie Domain



Fairlie Domain new entrance

Encroachment is evident around the new walkway links in Tekapo which needs to be addressed before it becomes an issue for the long-term management of the walkway. Other walkway entrances to parks in terms of management and maintenance seems to be unclear with a current example being Fairlie Domain new walkway entrance.

## 6 – Playground Strategy and Toilet Strategy

Playgrounds have been established in various locations over the past years. There are 10 playgrounds currently, eight of which are included on maintenance contract. The remaining two are in very poor condition and likely to be removed in the near future.

An assessment of each of the playgrounds, to both identify their overall condition and performance (including play value) should be undertaken and fed into an overall simple play strategy for the district. There appears to be a duplication of play assets in Fairlie and, overall, the safe fall treatment of playgrounds may not be compliant with the current standards.

Albury Domain  
playground in very poor  
condition

Albury Domain Swings



Tekapo playground tractor





Playground safety  
surfacing options



Lake Ruataniwha Play equipment



Scott Street playground Tekapo  
poor environment and  
unappealing to users

There are a number of old vehicles included in play areas that while not play equipment, they are treated as such by children. Tekapo playground contains a tractor and, as it is pre-2005, it is likely to be excluded from the requirements of playground equipment safety standards, but it should be assessed for risk from a health and safety perspective. This would also apply to the Twizel hydro scheme construction vehicles which clearly are used as climbing structures. Most councils have now removed these types of "play" items from their reserves due to lack of safety compliance.

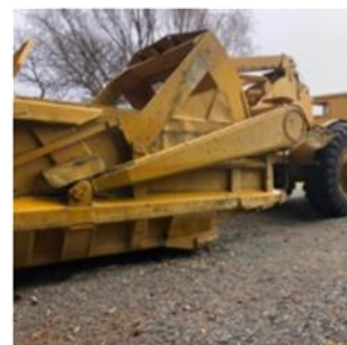
The Twizel BMX bike track appears to be of poor quality and should be subject to a review, which could be incorporated into the playground strategy along with the new skateboard facility planned for Fairlie.



Twizel BMX track



Twizel construction vehicle



Twizel construction vehicle

There are 19 toilets located throughout the district on both reserves, NZTA and LINZ owned land. Overall the toilets appear to be in reasonable condition. There is not a public toilet strategy that sets out needs/expectations against current provision and location. The lack of a planning document makes future provision harder to plan for and doesn't demonstrate any long-term thinking when being considered for external funding grants. Council doesn't currently have a scheduled renewal programme or an awareness of what replacement would be appropriate in terms of standard of facilities, number of units and locations.



Albury Domain long drop



Single vault toilet Lake Ruataniwha



Lake Pukaki toilets



Lake Opuha toilets Bennets Road



Lake Opuha toilets



Tekapo charge toilets



Lake Wardell toilet and donations box



Good quality toilet provision



Lake Opuha toilets Bennets Road close for the winter, campervans still present

The introduction of donation boxes around public facilities is fraught with issues and would be worth carefully considering for the future prior to further expansion.

A condition and performance assessment of public toilets could be combined with the playground assessment for efficiency as they involve a similar process. Following assessment, and the preparation of levels of service, an implementation plan for renewal and future provision could be developed and consulted on.

Typically, most Councils would develop these as separate strategies, but for efficiency and reflection of the scale of McKenzie's assets, it is recommended that this work be combined into a single project/document.

Alternatively, dependant on level of work decided on in relation to Community facility and other property buildings, the public toilet assessments could be combined with this work.

## **7 –Tree Mapping, Policy and Maintenance Plan Development**

A tree asset register, policy and maintenance plan needs to be developed to manage and mitigate councils risks in regard to trees.

The Peace Avenue planted to commemorate the signing of the peace treaty which ended the Great War of 1914-18 is now mature, having been planted around 1922. There has been little attempt to renew this planting of approximately 500 mixed deciduous trees, listed as notable trees on the Council's tree register which is included in the appendix to this report.

The Peace Avenue trees should be mapped, species identified, and an initial programme of catchup maintenance pruning undertaken. A renewal/succession plan should be developed as part of the mapping exercise, which in the main would see a programme to establish new trees between the existing trees developed and consulted on.

The street trees in the main towns, including new sub-divisions, should be mapped and a scheduled maintenance programme developed which would see all the semi-mature and mature trees scheduled for routine maintenance over a 3-4 year period. Urgently required pruning/tree removal would also be identified.

As a first stage, it is recommended that only reserve trees in high risk/high use areas will be included in the above process.

Currently, young trees are being poorly maintained which either leads to them not surviving or growing in a way that compromises their form and amenity value long term, leading to increased maintenance costs.

We have noted that there are a number of trees requiring attention/removal in parks which should be inspected and scheduled for pruning and/or removal.

There is a need in some of the cemeteries to remove Pine trees to avoid future damage to headstones and other assets. This work would be best undertaken ahead of damage occurring and ahead of the surrounding areas being used for graves.

It is noticeable that, where trees have been removed, usually tree stumps remain which then have to be maintained around. This practice should cease and tree stumps should be removed/ground up as part of the tree removal process.

Council has a register of the notable trees which are recorded on the District Plan. These trees should be inspected for condition and any maintenance needs identified.

#### Rotorua Coroner's Report 2019

In January 2018 a historic Oak tree, managed by Rotorua DC, collapsed and killed a lady in a car. A coroner's inquest was held and a number of outcomes recommended.

The coroner recommended the council adopt a policy setting out how it manages the maintenance, management and risk of trees. He said that policy should have an overriding concern with the management of public health and safety risks, rather than the amenity or historical value of trees.

He recommended the policy be annually audited and respond to and investigate complaints and concerns about public trees and identify dangerous trees.

If a tree is identified as being immediately dangerous, that danger should be removed either through access prevention, tree maintenance or removal.

He recommended the council maintains a publicly accessible tree register that identifies assessments and maintenance carried out, expert recommendations made and if they have been implemented.

He also recommended the council employs someone to ensure the policy is complied with and be available to analyse arborists' advice and recommendations, something which had already been done.

The full Coroner's report is included in the appendix to this document.





Fairlie Domain tree recently removed and stump left



Albury Community Hall fence stakes now imbedded in tree



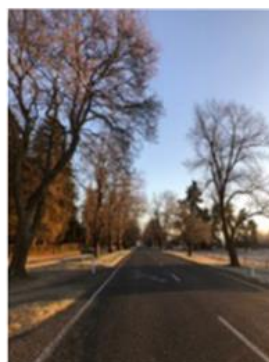
Fairlie Domain unreadable tree labels



Fairlie street tree very poorly maintained



Fairlie village green poor quality arborist work



Peace Avenue



Fairlie Domain Horse Chestnut in need of attention



Albury Domain stock protection now strangling tree



Twizel poor quality stakes not removed

## 8 – Grounds Maintenance Areas Mapping

Prior to the new contract being tendered, a basic mapping exercise was hurriedly undertaken enabling the contract to reference generally to areas of maintenance. The intention was that areas which had been missed from the contract would be identified and mapped, and added to the contract by variation.

It doesn't appear that shrub gardens and other plantings on streets and parks have been specifically identified and there are also likely to be areas of grass maintenance and rubbish collection that will need to be mapped and added to the contract.

An accurate contract map, identifying the assets to be maintained and the levels of service to be applied, forms the basis of maintenance contracts. It would be wise to invest the time and effort in mapping all the assets to be included in the contract over the next months to enable a more complete set of contract maps to be delivered to the contractor during the contract term.

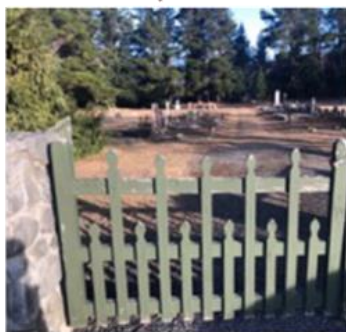
MDC should also be aware of the likelihood of potential cost implications of variations to the contract being issued for areas which have been missed from the original contract maps.

## 9 – Cemetery Operating Procedures and Analysis of Cemetery Capacity

The cemeteries appeared to be well cared for and were perhaps one of the best maintained assets. At the time of writing, it was unclear who the Sexton is, although this information has been requested of the contractor, and if there are established operating procedures.

While there appears to be reasonable future capacity in the cemeteries, this should be explored to provide certainty as land banking for cemeteries needs to be undertaken 50+ years ahead, due to reluctance for residences to be closely located to cemeteries.

All of the cemeteries need tree maintenance and in some cases tree removal. This should be addressed as part of the tree maintenance plan.



Burkes Pass Cemetery



Burkes Pass Cemetery



Tekapo cemetery





Twizel cemetery



Albury cemetery



Fairlie cemetery



Fairlie cemetery



Albury cemetery



Albury cemetery new beams  
should provide for next 30  
years + (have to maintained  
ahead of use)

#### 10 – Community Buildings Review/Strategy

MDC has an array of community buildings, some of which appear to be neglected and in poor condition. It is not clear if these building are in a condition where future use would be appropriate.

There is a need to identify all the community buildings and commission an inspection of the buildings to establish:

- status of building, i.e. leased to group, unused, private asset on Council land
- current purpose/function of building
- community interest in building and management, i.e. hall committee
- inclusion on MDC insurance register and value
- condition
- current usability of building
- indicative overview of maintenance requirements
- indicative cost to make building serviceable
- recommendation on forward action and management approach
- 20 year building maintenance plan for buildings to be retained

Over past years there appears to have been a reluctance to rationalise community buildings and this has resulted in several buildings being neglected and apparently unused, falling into disrepair.



Twizel unused building



Albury hall dangerous doorway



Albury tennis pavilion



Fairlie Domain iceskating club



Sherwood Downs community hall



Skipton hall



Skipton hall kitchen



Twizel empty pensioner flat



Albury cricket pavilion



Twizel recreation centre

Twizel recreation centre  
climbing wall anchor pointsTwizel recreation  
centre squash court

Community pensioner flats are located in Fairlie x 5 and Twizel x 3. One of the Twizel flat was empty at the time of this review and it was unclear when this property was to be occupied again. There didn't seem to be any protocol for upgrading or undertaking maintenance to the flats between tenants.

Twizel recreation centre is in need of a management review in terms of how it operates and its potential for wider uses to be incorporated. There are a number of current risks relating to the climbing wall and basketball boards/hoop structures that should be investigated around the locking systems for the basketball structures so these can't collapse onto a player if incorrectly secured. The climbing wall and its anchor points are a potential risk and this asset appears to be used without clear protocols in place on a casual basis.

### 11 – Reserve Development Plans

Currently there are a number of undeveloped reserves in Tekapo and potentially other locations. Each new reserve should have a development plan commissioned and costed. These plans should be consulted on ahead of the landscape/development work being completed.

Current examples include D'Archiac Drive, Tekapo and Barbara Hay Reserve, Tekapo.

### 12 – Wayfinding

Currently there is no consistency in signage across the district. Even where signage is visible it doesn't indicate that the asset owner is MDC. Trails are not marked, which makes them impossible for visitors to routinely use.

MDC is about to launch its new colour palette and logo. In discussion with Chris Clarke, it is clear that there is a desire to more clearly identify the Council's assets.



There are a number of good examples where councils have developed sign policies that clearly outline when and where signs should be erected and provides a standard message for each sign type.

Xyst staff have been responsible for the development of the sign strategy and brand guide for Waikato and Queenstown Lakes District Councils.



Scott Street Playground  
random signs



Albury Domain sign



Fairlie Domain



Alps 2 Ocean Cycle Trail  
quality signage



Sherwood Downs community  
hall



Lake Tekapo community hall



Lake Wardell sign



Lake Opuhu random signage



Fairlie very poor condition  
visitor information sign

### 13 – Benchmarking Yardstick

MDC has not participated in the national parks benchmarking project Yardstick. The annual cost to participate in this project is \$2,700 (for an organisation with a population under 20,000 residents). As part of this study, Xyst has requested that MDC be given a trial

subscription for 2020. The Yardstick questionnaire has been populated while gathering general background information and it is proposed to provide a summary face-to-face presentation of the final data to see how MDC compares to other organisations in the near future.

The key performance indicators in Yardstick are designed for organisations to adopt to measure their improvements in parks and community asset management on an annual basis.

#### **14 – Contract Audits**

Having reviewed the Township Maintenance Contract No. 1251, it is likely that there are going to be a number of issues arising that are going to need clarification with the contractor.

It would be wise from commencement to establish a regular audit routine, with a view to sharing the audit results with the contractor as part of a regular formal meeting. We support the use of the iAuditor tool, which enables a real time audit to be completed with photos embedded into the audit record. The tool enables an overall score to be recorded for each audit, which will help build up a track record for the contract over the next five years.

We recommend that an annual summary score from these regular audits be formally sent to the contractor and should be the reference for future discussions about renewal of the contract in five years' time.

The contract doesn't seem to specifically require an initial inspection of the site, prior to contract commencement, to identify any areas which may be out of specification. However, we recommend that this be undertaken jointly by the engineer's representative and the contractor's representative.

A regular, perhaps 3-monthly audit using iAuditor, when set up, could be undertaken externally or alternatively completed in-house if resources allow.

#### **15 – Aquatic Facilities**

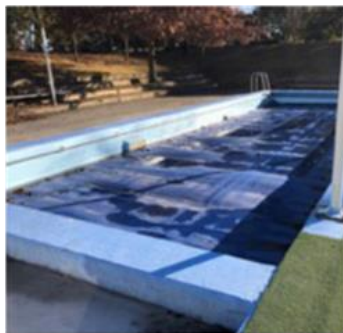
The aquatic facilities are an area of significant risk. The facilities are being managed in house through the engagement of a seasonal manager, supported by seasonal staff. Pool Safe accreditation has been applied for, but the assessment has not yet been completed although this is scheduled.

The seasonal manager does present with experience, however, given that the Council officers have limited experience and knowledge, the risks and consequences of lapses in judgement are so significant that the current approach is not tenable.

There are known areas of maintenance concern which appear to have not been addressed, including the loss of the solar heating system for the main pool in Twizel and the condition of the plant in Fairlie, which does not appear to have been assessed for condition.

It is recommended that consideration be given to inviting a pool operator to manage the pools for the summer of 2020/21 and, at the conclusion of the season, a longer term approach be considered which could be the development of a longer-term pool operation contract that could be procured in keeping with Council policy.

At the time of writing, discussions are underway with a pool operator.



Twizel learners pool



Twizel plant room



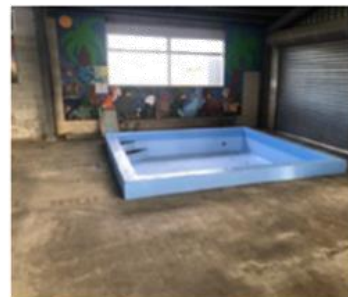
Twizel pool



Twizel pool



Fairlie pool



Fairlie learners pool



### 16 – War Memorials

There are a number of war memorials in the district; time didn't allow for a good sample to be reviewed. These memorials should be logged in terms of location and a photographic record created. This would typically be completed as part of opens space asset collection and condition assessment.

An annual programme of cleaning and inspection should be scheduled ahead of ANZAC Day.



War memorial



Albury memorial



Fairlie cemetery

### 17 – Parks Furniture

The lack of continuity of design/style is very noticeable across the network. This has probably been compounded by community donations of seats.

A style guide would provide the longer-term guidance and direction.

Bench seats and rubbish bins are in particular need of standardising.



McLean Park Fairlie



McLean Park



Fairlie Cemetery



Albury Cemetery



McLean Park Fairlie



Fairlie Domain

### 18 – Delegations

The delegation's manual was not reviewed, however, this should be reviewed to ensure it provides appropriate and clear delegations for the Council officers.

### 19 – Staff

Currently the two staff responsible for parks and community facilities are operating without any wider industry support. Introductions have been made to adjoining managers of similar assets and MDC staff will be invited to attend local meetings in future.

Recreation Aotearoa is the peak body for the profession and membership is available at a very modest cost of \$250 per annum for small organisations or \$110 for individual membership <https://www.nzrecreation.org.nz>

The NZ Park Leaders Forum provides opportunities to practically meet and share challenges and experiences; membership is available either individually or as an organisation <https://www.parksmanagers.org.nz/membership>

### 20 – Other Observations

While not directly related to the focus of the project a number of other observations have been made which we would draw to your attention.

- chargeable waste bins in Tekapo which seem to be constantly blocking, assess financial return against time to manage and alternative options
- dump station review in Tekapo - are two locations required ahead of upgrading?
- Tekapo artificial tennis courts and potentially others - renewal plans may not be currently in place
- young trees planted in poor locations in sub-divisions in Twizel where they will cause significant asset damage (essentially poorly located trees in berms)
- Fairlie rugby club floodlights noted that all were in operation when only one area of the field was in use. Are MDC responsible for the power account, consider asking Xyst to use it's lighting specialist to undertake a review of lights.

### Priority of projects

With so many planning projects overdue for completion and limited internal resources available, we suggest that the following approach be considered:

#### Urgent

- seasonal aquatic facilities operations for 2020/21 season
- contract audits

#### Priority 1

- open space and community facilities asset register and condition and performance assessment
- parks and open spaces strategy and levels of service (including benchmarking)
- trails/walkway strategy and development plan
- playground and toilet strategy
- tree mapping and maintenance plan
- seasonal aquatic facilities operations from 2021 onward
- activity management plan (update required for next LTP in 2021)

#### Priority 2

- grounds maintenance areas mapping
- cemetery operating procedures and analysis of cemetery capacity
- delegations
- community buildings/facilities review (and possible strategy)

#### Priority 3

- reserves management plan(s)
- reserve development plans
- wayfinding
- war memorials
- parks furniture style guide

### How can Xyst assist

We are keen to assist MDC in a number of ways. We would like to offer to undertake a number of the projects over a period of time, focusing on those which are both a priority and those where funding will allow their earlier completion.

In addition, we would like to offer to support and mentor the two staff who are managing the assets. We would like to discuss how we could do these in both a regular and a constructive way over the next few months.

### Our fees

We have developed a separate document detailing each potential project and the indicative costs associated. We would be pleased to develop a more detailed proposal where appropriate.

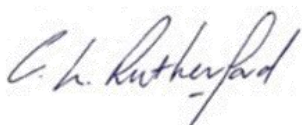
### Next steps

We are keen to assist and have the resources to do so based from our Christchurch and Southland offices combined with my overview and ongoing inputs.

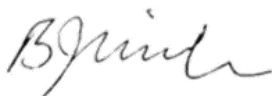
Resolving the aquatic operations for the summer season is the first priority.

Thank you for the opportunity to present this report to you.

Nā māua noa, nā



Chris Rutherford  
Director



Brian Milne  
Director



## **APPENDIX**

### **1. Rotorua Lakes DC – Coroners Report relating to fallen Oak tree 2019**

#### **Butterworth [2019] NZCorC 62 (19 December 2019)**

Last Updated: 26 February 2020

Date of Finding: 19 December 2019

#### **CIRCUMSTANCES**

Trisha Butterworth died on 5 January 2018 at Amohia Street, Rotorua from multiples injuries and blood loss as a result of an oak tree having fallen on her car.

On that day Rotorua experienced significant adverse weather conditions with strong winds (up to 90 kph) and heavy rain. At 10.45am that day, Ms Butterworth was driving along Amohia Street and arrived at the intersection with Arawa Street. While she was stationary, an oak tree situated at the corner of Amohia Street and Arawa Street snapped at the main trunk, and the majority of it fell onto her vehicle, causing her death. When examined, it was found that there was substantial decay/rot in the trunk of the tree where it snapped.

The oak tree was planted in 1863 and was deemed a 'protected' tree under the notable trees register. In previous years, work was undertaken on the tree to ensure it was stable. At some stage (estimated to be in the 1950's), concrete was inserted into the trunk to fill a cavity. In March 2000, Arbor Care was involved with assessing the tree. In 2002, Wakeling & Associates recommended the tree's canopy be reduced over a period by 30% and also recommended further investigation of the fungal bracket and extent of decay near the base of the tree. This work was said to have been completed between 2001 and 2004 even though there was no documentation on the council records to confirm this. In 2007, another assessment of the tree was undertaken by Arbor Care Ltd. They acknowledged the tree was in a state of decline due to its age but gave it a low risk assessment. In May 2016, Treescape completed further redaction work on the tree. In February 2017, Arbor Care conducted an analysis of the tree ('the tapping test') which did not raise any concerns. The test was standard practice and different from another form of analysis (a resistograph), the latter being considered more thorough and accurate but also costlier, and therefore rarely used in New Zealand. Had it been used, the decay would have been discovered. In September 2017, Treescape installed two cable braces to the tree to support it. A further brace was planned to be installed, but this did not occur due to bad weather conditions at the time and ultimately, was never done.

The police reviewed the steps taken by the Rotorua Lakes Council (RLC) to assess whether possible liability might attach to RLC or the arborists who analysed the tree prior to the

accident. The steps taken by RLC were reviewed by Mr McBride, who was employed by an arboriculture consultancy firm. Key findings from his report were:

- Significant wood decay was present; with a figure somewhere between 5% and 17.4% of the total trunk radius not being subject to decay.
- Significant loading was placed on the tree during the storm. The cable braces may have minimised the tree's ability to dissipate the force of the weather, and possibly contributed to the accident.

Ultimately, the police concluded that there were no breaches of any Acts, Regulations or local Government Legislation, and therefore the death was not an offence.

An inquest was held on this matter and Ms Butterworth's family expressed concern that RLC had not taken adequate steps to manage the tree and determine whether it was dangerous or not. They submitted that had proper investigations into the tree been undertaken, with an appropriate exchange of information between arborists occurring, this accident would not have happened. The Coroner found on balance that RLC did not act unreasonably or negligently.

#### COMMENTS OF CORONER BAIN

- I. In this case, a large historic tree which hung over a public footpath and part of a public road in a central part of Rotorua city fell unexpectedly on to a passing car causing the death of the driver occupant. It is reasonable to expect that the relevant authorities would take and continue to take all reasonable steps to prevent a tragedy such as this ever occurring. It is against this reality that the need arose for this enquiry to be opened and for this court to hear from all those connected and able to give relevant evidence, as it has done.
- II. I have in this finding referred to the Police inquiry as to whether any criminal offence arose in respect of what has happened. I have also amplified the purpose of an inquest such as this which is a fact-finding exercise not a method of apportioning guilt.
- III. The key cause of the tree falling was the rotten state of its trunk. This was exacerbated by the extreme wind conditions but, as noted in the submissions of the family, most trees in the city resisted those conditions.
- IV. From there the submissions became focused on whether the extent of the decayed state of the trunk should have been discovered. If it was discovered, it is at least inferred that this would have resulted in remedial steps being taken including potentially the removal of the tree. In particular, the conclusion in the 2017 Arbor Care report to the Council (that the tree was low risk) might have been different.
- V. There is also evidence which is accepted that if advanced tree inspection techniques (such as a resistograph) had been used the extent of the decay would have been discovered. The tapping test adopted by Arbor care in 2017 (tapping the trunk with a plastic mallet) would normally give some indication of decay but, it appears, in hindsight, that the presence of the concrete in the cavity affected the results of that



test. The concrete and pumice installed many years earlier affected this normally acceptable standard test procedure.

- VI. In response, the RLC referred to the fact that Arbor Care itself carried out a survey of the tree in 2000. It identified "a suspected hollow section" and the presence of fungal brackets which may have been an indication of decay. At the time however Arbor Care did not identify them as causes for concern or make any recommendation of further investigation. RLC say that Arbor Care could be assumed to have had that information from its 2000 inspection when it carried out its inspection in 2017. That, as I understand it, was not put to Mr Sale at the hearing because the evidence about the 2000 Arbor Care report was not included or identified as part of the bundle for the hearing.
- VII. That in turn leads to the question of whether Arbor Care should have undertaken or recommended the expensive option of the high-level test for this tree. Submissions for the family have focused on what information the RLC had and what information was passed on to Arbor Care in advance of its 2017 inspection and report. It is the family's submission that the Arbor Care report was flawed due to the Council's failure to provide the necessary information and that no risk assessment was carried out on the most dangerous part of the oak tree (the trunk). The Court has considered these submissions carefully in reaching its conclusions. In fact Arbor Care did undertake an assessment of the trunk but using the accepted standard procedure (the tapping test).
- VIII. In hindsight we know that the Wakeling report in 2002 specifically noted that "the Oaktree contained a large cavity, which was very deep filled with concrete and pumice". Further, "there may have been a decay pocket in the root system or in the heart of the Oakwood which could only be ascertained by a resistor or similar equipment mapping the decay". However, that report was not provided to Arbor Care. The family say the RLC should have given that report to Arbor Care before or as part of its instruction to Arbor Care to carry out its examination.
- IX. It seems that the Wakeling identification of the large cavity deep filled with concrete and pumice went further than what the Arbor Care report of two years earlier identified. From the additional excerpts attached to the RLC's supplementary submission, it is shown that in the 2000 report Arbor Care recorded a "suspected hollow section in lower base" but does not note the presence of concrete in the cavity as identified at that time. It appears that Arbor Care did the 2017 report at least without the information about the concrete presence which I don't think it can be denied may have led them, indeed I think probably would have led them, to carry out a more advanced inspection likely using a resistograph. We now know that the concrete negated the effectiveness of the tapping test which was carried out.
- X. Having said that, the RLC received the 2017 report and accepted its findings and acted accordingly in respect of the work on the tree which was reasonable and appropriate. RLC in their submissions point to the breadth of their brief to Arbor Care for the 2017 report. It is implied that even though the RLC (through omission rather than deliberately) did not provide Arbor Care with the Wakeling report when it briefed Arbor Care for the 2017 report, it was reasonable for RLC to expect that Arbor Care would nevertheless have discovered any serious flaw. It is accepted that Arbor Care undertook normal conventional practice in its investigation. However, that did not result in its discovery of the presence of the concrete. There was

therefore no trigger to gear up to more intensive testing as I have accepted would have happened as in IX above.

- XI. From this, there are however a couple of points which arise. Firstly, there are examples that the RLC records over a long period of years are not complete (perhaps they would be now with digital technology). This may have contributed to the fact that the old reports such as the Wakeling report were not identified as relevant to the Spencer Oak and given to Arbor Care when it was engaged in 2017. Secondly, I am confident that the staff of the RLC were experienced and committed to doing the best job they could. However, if those various reports and records were available, and they were considered by a qualified tree expert, then the issue of the concrete and pumice filled cavity, and the suggestion of a test using a resistograph, found in the Wakeling report on file, may have highlighted an issue with that expert which the RLC might have specifically raised with Arbor-care in its 2017 brief.
- XII. I am pleased to note that those matters have been recognised in the RLC's plans it is making for future management, keeping better records and engaging a fully qualified expert in this field for the future. That is acknowledged and appreciated as an appropriate outcome here.
- XIII. I refer back to the conclusion that the primary cause of the tree falling was the decayed trunk in the heavy wind conditions. In Mr McBride's report, he adopted the view that the static cable bracing present within the tree crown may have minimised the trees ability to dampen the windy conditions and possibly contributed to failure. When the tree has static bracing, it develops less natural ability to resist the wind. This is a factor that should be identified as making a tree such as the Spencer Oak (at times having more or less static bracing) at greater risk of falling in high wind conditions compared to other trees which have not been braced.
- XIV. To summarise the issues that have been identified and warrant comment, I note the need for full records to be kept and shared in respect of the management of trees by the council; the benefits of retaining expertise on RLC staff; the benefit of being aware of the advanced tree inspection technology available and when it should be used; the fact that static bracing may affect a trees natural resistance; and the need to ensure that, when expert inspections are called for, all historic data that has been gathered in respect of a particular tree should, as a matter of course, be made available to the report writer before the task is undertaken.

#### RECOMMENDATIONS OF CORONER BAIN

- I. The Court proposes to adopt, a number of recommendations that have been put forward to it by the family of Mrs Butterworth. This is a tragic accident. The RLC are to be commended for their approach they have taken to meet with the family and to consider the various criticisms and adopt practices which are aimed at preventing a similar accident occurring under similar circumstances. This Court therefore recommends that:
  - a. The RLC adopt a policy setting out how it manages the maintenance, management and risk assessment of trees.

- b. The policy referred to above, should have that as overriding concern, the management of public health and safety risks, rather than prioritising the amenity or historical value of trees.
- c. The policy should also:
  - i. Respond to and investigate complaints and concerns raised regarding public trees.
  - ii. Identify from its own investigations, and those initiated by public concerns, any trees which are dangerous.
- II. Where a tree is identified as being immediately dangerous, the danger must be removed by taking any action necessary to do so, including preventing access to areas, carrying out maintenance on the tree, or removing the tree.
- III. Any maintenance carried out on trees must have regard to the tree's health, expected lifespan, and the practicability of long-term maintenance required to ensure its safety.
- IV. The RLC maintain a publicly accessible tree register which identifies assessments and maintenance carried out on individual trees, expert recommendations made regarding the trees, and whether those recommendations have been implemented.
- V. That a suitably qualified individual with necessary training and expertise to be able to ensure compliance with the policy, engage tree contractors, and critically analyse the advice and recommendations received from tree contractors and arborists, be employed.
- VI. The policy, and the RLC's adherence to it, shall be annually audited.
- VII. It is noted by the Court that the RLC is currently complying with most of these recommendations, including in particular the recommendation in paragraph II above, and is close to full compliance.

Note: This Finding is subject to prohibitions and restrictions on publication under section 74 of the Coroners Act 2006.

2. MDC Protected Trees Schedule – October 2011**Protected Trees Schedule**

DP number & (Map) No.	Species	Legal description /Location
1 (31)	<i>Populus deltoides</i> (Poplar)	Lot 2 DP 70690, Robs Hut, Skipton
5A (31)	<i>Podocarpus totara</i> (Totara); <i>Populus deltoides</i> (Poplar)	Pt RS 40886, Pioneer Park
17A (49)	<i>Fraxinus excelsior</i> (English Ash); <i>Ulmus procera</i> (English Elm); <i>Malus spp</i> (Ornamental Apple); <i>Ulmus pumila</i> (Elm)	Lot 1 DP 44482, Albury War Memorial
19 (41)	<i>Quercus coccinea</i> (Scarlet Oak)	Sec 35 SO 1523, Mona Vale School Domain
33 (48)	<i>Quercus robur x petraea</i> (Hybrid Oak); <i>Quercus acutissima</i> (Sawtooth Oak)	RES 4014, McLean Park
34 (48)	<i>Pinus wallichiana</i> (Bhutan Pine); <i>Chamaecyparis nootkatensis</i> (Alaska Cedar)	Pt RS 19490, Fairlie Cemetery
35 (47)	<i>Picea likiangensis</i> (Likiang Spruce)	RS 40929, Fairlie Village Green
36 (47)	<i>Quercus robur</i> (Oak)	Corner of Frayne Street and Kirke Street, Fairlie
37 (47)	<i>Quercus robur</i> (Oak)	Pt RS 22444, School Road, Athletic Park
39 (31)	<i>Ulmus procera</i> (Golden Elm)	Pt RS 18193, SH 8, Eversley
41 (26)	<i>Cedrus deodara</i> (Dedoar Cedar)	RS 36290B, Ashwick Flat Road
42 (25)	<i>Pinus coulteri</i> (Big Cone Pine)	Lot 5 DP 49913, cnr Monument and Seddon Roads
47 (47)	<i>Fagus sylvatica</i> 'Purpurea' (Copper Beech)	RS 40930, Fairlie Village Green
52 (46)	<i>Quercus robur</i> (Oak)	Road verge Burkes Pass, adjacent to Lot 3 DP735
59 (18)	<i>Pinus coulteri</i> (Big Cone Pine) (Several)	Lake Tekapo Island
66 (25)	<i>Quercus robur</i> (Oak)	RES 1845, Woodburn, Kimbell
68 (44)	<i>Pinus</i> , <i>Sequoiadendron giganteum</i> (Wellingtonia), & Cedars, Spanish Fir	Tekapo Road Reserve, Sealy Street, Lake Tekapo
70 (47)	Pin Oak	Fairlie Village Green
71 (31, 47, 18)	Various	Peace Avenue trees Fairlie (from the intersection of Cricklewood Road & SH8 to the SH8 Upper Opihi River Bridge)

3. Other Trees of Interest 1995/96

It seems that when the trees deemed worthy of inclusion on the District Plan were collected the next level of trees were identified in some parts of the district.

It is unclear what the purpose of recording these was but, in the event that the District Plan were to be updated, these trees would likely be the next tier of trees to be considered along with others.

## APPENDIX O – OTHER TREES OF INTEREST

The following trees identified in a survey of the Mackenzie District in 1995/96 are included in the District Plan for information purposes. These trees are not formally protected by the District Plan, however they are considered to be notable because of their history, rarity, amenity or size. (The survey of trees has not been completed for the whole district at the time of preparing this District Plan).

DP number	Species	Legal description/Location
1	<i>Acer palmatum</i> (Japanese Maple); <i>Corylus avellana</i> (Hazelnut); <i>Laburnum anagyroides</i> (Laburnum); <i>Juglans ailantifolia</i> (Japanese Walnut); <i>Pinus muricata</i>	Lot 2 DP 70690, Robs Hut, Skipton
2	<i>Pyrus communis</i> (Pear Tree)(Several)	Gudex Road
3	<i>Populus nigra</i> 'Italica' (Lombardy Poplar); <i>Thuja plicata</i> (Western Red Cedar); <i>Abies pinsapo</i> (Spanish Fir); <i>Tilia x europaea</i> (Common Lime); Copper Beech; Dawn Redwood; Ponderosa Pines(6)	Raincliff Station
6	<i>Podocarpus dacrydioides</i> (White Pine Kahikatea)(Forest Remnant including species in lower tiers as well)	Parr Property, Middle Valley
7	Various Conifers	Raincliff Forest Middle Valley
8	<i>Pinus radiata</i> (Radiata Pine)	Gulford, Middle Valley
9	<i>Sequoiadendron giganteum</i> (Wellingtonia) (x3) <i>Salix alba</i> (Cricket Bat Willow); <i>Cupressus macrocarpa</i> (Macrocarpa); <i>Pinus strabus</i> (Pine)	Middle Valley, La Mothe
10	<i>Cupressus sempervirens</i> 'Stricta' (Pencil Cypress); <i>Photinia semulata</i> ; <i>Cupressus macrocarpa</i> (Macrocarpa); <i>Quercus robur</i> (English Oak); <i>Crataegus monogyna</i> (Hawthorn)	Simpson Property, Mt Nessing
11	<i>Quercus robur</i> (Oak)(x2) Golden Cypress <i>Tilia sp</i> (Lime)	Mount Nessing Hall, Albury
12	<i>Pinus</i>	Ross, Mossvale - Opposite Mt. Nessing Hall
13	<i>Sequoiadendron giganteum</i> (Wellingtonia); <i>Aesculus hippocastanum</i> (White horsechestnut)	McPherson, Mt Nessing Road, R.D. 16, Albury
14A	<i>Pinus ponderosa</i> (Ponderosa Pine); <i>Calocedrus decurrens</i> (Incense Cedar); <i>Tsuga heterophylla</i> (Western Hemlock); Eucalyptus	Hole Property, Opawa Downs, Albury
15	<i>Cedrus atlantica</i> 'Glaucula' (Blue Atlantic Cedar); <i>Cupressus macrocarpa</i> 'Aurea' (Golden Macrocarpa)	Albury Hall

Mackenzie District Plan

01



DP number	Species	Legal description/Location
16	<i>Fagus sylvatica</i> (Copper beech)	Albury School
18	<i>Robinia pseudoacacia</i> (Black Locust)	"Pig & Whistle" Old Albury Hotel, Opawa Accommodation House
19	<i>Cedrus atlantica</i> (Blue Atlantic Cedar)	Sec 35 SO 1523, Mona Vale School Domain
20A	<i>Plagianthus regius</i> (Ribbonwood); <i>Pinus</i> ; <i>Picea</i> (Spruce); <i>Larix</i> (Larch); <i>Sequoia sempervirens</i> (Coast Redwood); <i>Podocarpus totara</i> (Totara)(x3); <i>Sequoiadendron giganteum</i> (Wellingtonia); <i>Populus yunnanensis</i> (Yunnan Poplar); <i>Liriodendron tulipifera</i> (Tulip Tree); <i>Tilia</i> (Lime); <i>Pinus radiata</i> (Radiata Pine); <i>Ulmus glabra</i> (Scotch Elm); <i>Aesculus hippocastanum</i> (White Horsechestnut); <i>Fraxinus excelsior</i> (Golden Ash); <i>Juglans regia</i> (English Walnut); <i>Ginkgo biloba</i> (Ginkgo); <i>Carya</i> (Hickory); <i>Ulmus glabra camperdownii</i> (Camperdown Elm)	Johns' Property, Mona Vale
21	<i>Populus tremula</i> (Poplar)	Mona Vale, Cave
22	<i>Chordospartium stevensonii</i> (Weeping Broom); <i>Plagianthus regius</i> (Ribbonwood); <i>Eucalyptus viminalis</i> (Ghost Gum)	Winter
23	<i>Fagus sylvatica</i> (English Beech); <i>Quercus robur</i> (English Oak); <i>Fagus sylvatica</i> (English Beech); <i>Fagus purpurea</i> (Copper Beech); <i>Quercus palustris</i> (Pin Oak)	Cannington School
24	<i>Cedrus atlantica</i> (Atlantic Cedar), <i>Picea</i> (Spruce)	Rogers property
25	<i>Betula pendula</i> (Silver Birch)	St. David Church, Cave
26	Conifer Collection And <i>Populus tremuloides</i> (Quaking Aspen)	Anderson Property, "Glendonald", Albury, R.D. 16
27	<i>Pinus nigra</i> (Corsican Pine); <i>Thuja plicata</i> (Western Red Cedar); <i>Pinus ponderosa</i> (Ponderosa Pine); <i>Populus trichocarpa</i> (Black Cottonwood)	Te Ngawai School Site
28	<i>Sequoia sempervirens</i> (Redwood) <i>Pinus radiata</i> , <i>Albies alba</i> (European Silver Fir)	Hope, Albury Park, No. 16 RD Albury
29	<i>Cupressus macrocarpa</i> (Golden Macrocarpa)	Winscombe Hill Main Highway
30	<i>Sequoiadendron giganteum</i> (Wellingtonia); <i>Pinus ponderosa</i> (Ponderosa Pine); <i>Pinus radiata</i> (Radiata Pine) (Several of each)	Ammunition Dump - Winscombe
31	<i>Carpinus betulus</i> (Hornbeam); <i>Fagus sylvatica</i> (English Beech); <i>Tilia</i> sp. (Lime); <i>Quercus robur</i> (Oak)	Woodlot Opposite Gorge Road
32A	<i>Cedrus atlantica</i> (Atlantic Cedar)(x2); <i>Sequoiadendron giganteum</i> (Wellingtonia)(x3); <i>Quercus robur</i> (English Oak); <i>Tilia cordata</i> (Lime); Palm (Several); <i>Populus nigra</i> 'Italica'(Lombardy Poplar)	Johnson, Strathconan Homestead
33	<i>Quercus coccinea</i> (Scarlet Oak); <i>Quercus cerris</i> (Turkey Oak); <i>Fraxinus angustifolia</i> (Narrow leaved Ash)	RES 4014, Mclean Park
34	<i>Chamaecyparis paifera</i> (Sawara)	Pt RS 19490, Fairlie Cemetery
38	<i>Juglans regia</i> (Walnut)	23 Talbot Street, Fairlie

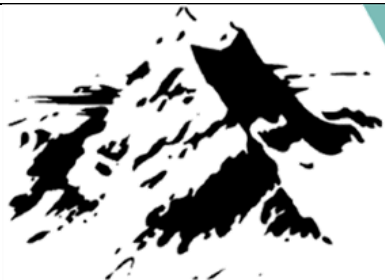


DP number	Species	Legal description/Location
39	<i>Cedrus deodara</i> (Deodar Cedar); <i>Aesculus hippocastanum</i> (White Horsechestnut); <i>Ulmus procera</i> (Golden Elm)	Pt RS 18193
40	<i>Quercus robur</i> (Oak)	Ashwick War Memorial, Fairlie
42	<i>Pinus torreyana</i> (Torrey Pine); <i>Sequoiadendron giganteum</i> (Wellingtonia); <i>Pinus attenuata</i> (Knobcone Pine)	Lot 5 DP 49913, cnr Monument and Seddon Roads
43	<i>Pinus ponderosa</i> ; <i>Chamaecyparis lawsoniana</i> (Lawson Cypress); <i>Quercus robur</i> (Oak)	Behind Kimbell Garage
44A	<i>Alnus glutinosa</i> (Black Alder); <i>Quercus robur</i> (English Oak) (x2); <i>Chamaecyparis lawsoniana</i> (Lawson Cypress)(x3); <i>Picea abies</i> (Spruce); <i>Cupressus macrocarpa</i> (Macrocarpa Monterey); <i>Cedrus deodara</i> (Deodar Cedar)(x2); <i>Fagus sylvatica</i> (English Beech)(x2); <i>Betula pendula</i> (Silver Birch); <i>Juglans regia</i> (Walnut); <i>Pinus ponderosa</i> ; <i>Fraxinus excelsior</i> (English Ash); <i>Cordyline australis</i> (Cabbage Tree); <i>Sequoiadendron giganteum</i> (Wellingtonia)(x5); <i>Tilia europaea</i> (Lime)	Old Ashwick Station Homestead Site, R.D. 17 Fairlie
45	<i>Juglans regia</i> (Walnut) (x2)	Kimbell Township (By stream)
46	Copper Beech & Claret Ash	St. Josephs School, Fairlie
48	Cabbage Tree	Kimbell (Collyer Property)
49	<i>Quercus palustris</i> (Oak pin)	Presbyterian Church, Fairlie
50	<i>Coprosma intertexta</i>	Opposite Marchwood Gateway, Middle Valley
51	<i>Quercus robur</i> (Oak)	Tasman Downs, Lake Tekapo
53	Poplar & Lombardy Poplar	Grays Hill Homestead, Haldon Road, Fairlie
54	<i>Corylus avellana</i> (Common Hazel)	Mount Cook Station
55	Eucalyptus	Braemar Station
56	<i>Sequoia sempervirens</i> (Redwood)	Albury Park
57	<i>Betula pendula</i> (Silver Birches)	Cowans Hill, Sandy Cuttings
58	Apricot Tree	Black Forest Station, Fairlie
62	'Cottage Reserve' containing Wellingtonia, Oregons, Oaks	Simons Hill Station
63	Oregon	Lake Alexandrina
64	Cherry (Several)	Glenmore Station, Lake Tekapo
67	Cedar	Sherwood Downs Hall
69	Conifers	Simons Pass

# Community Facilities Update



Workshop 6<sup>th</sup> October 2020



## Background

- Site visits on arrival highlighted risk areas in the Community Facilities and Open Spaces portfolio
- Following discussions, secured an external audit of Councils facilities to quantify risks and opportunities
- Xyst Limited engaged to undertake audit
- Xyst are a specialist in the sustainable planning and management of parks, open space and public facilities
- Scope of works covered all elements of the Community Facilities portfolio
- Report received late July with a number of matters directly entered into Councils risk register and action taken (pools is an example)



## The Why?

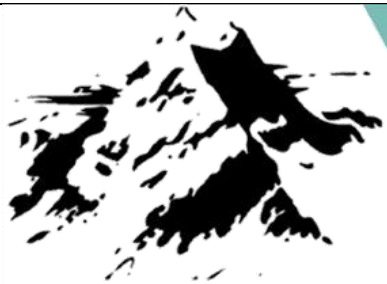
**'We ran for our lives' - falling gum tree terrifies – Waikato Times 25 June 2020**

**Woman killed by falling tree in Rotorua a 'tragic accident' – NZ Herald 6<sup>th</sup> Jan 2018**

**Child dies in Upper Hutt after suspected 'tragic accident' at park – NZ Herald 27<sup>th</sup> August 2020**

**Boy dies after incident at Whanganui public pool – Stuff 6<sup>th</sup> July 2020**

**Boy, 4, dies after being run over by council mower – Stuff 13<sup>th</sup> Oct 2013**

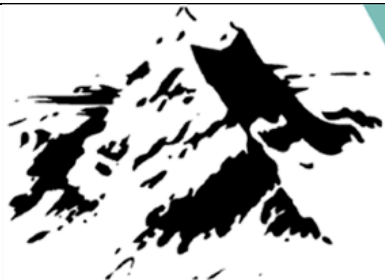


## The Why ?

Peace Tree falls in high wind 5 October 2020







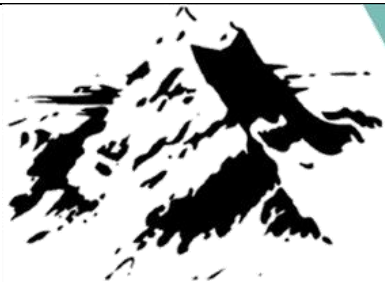
# Report Findings

## Risk Areas

There are a number of areas where risk is currently evident, including:

- Aquatic facilities operations
- Playground inspection and compliance with standards/best practice
- Tree management and condition awareness
- Contractor performance and auditing
- Poorly used/unused community buildings on parks
- Community constructed assets
- Lack of policy, strategies and plans
- Perception that operational tasks have to be completed cheaply
- Assets created through sub-division not being appropriate or being missed for inclusion within the maintenance contract





# Its not all bad !

We have some treasures.....  
It's just our assets that let us down  
At times





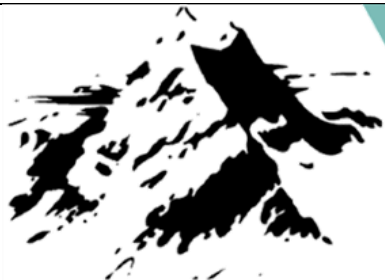
## Councils Overall Performance

- As part of the commission, Council participated in Yardstick the National Benchmarking tool for Parks and Open Spaces
- Councils participation was free for year one
- Yardstick is a suite of benchmarking tools that delivers core data and information to inform decision making and improve service delivery
- Use of Yardstick will allow Council to understand areas of improvement, strengths and also inform the community.



## Yardstick Results

- Council participation was based on data and information available
- Have not participated previously, some areas no data is available
- Results made available late last week
- Can benchmark against all, or more like Councils, such as Gore, Waitaki, Opotiki etc
- Following slides an overview of results to date and give a snapshot of Councils current position in relation to others

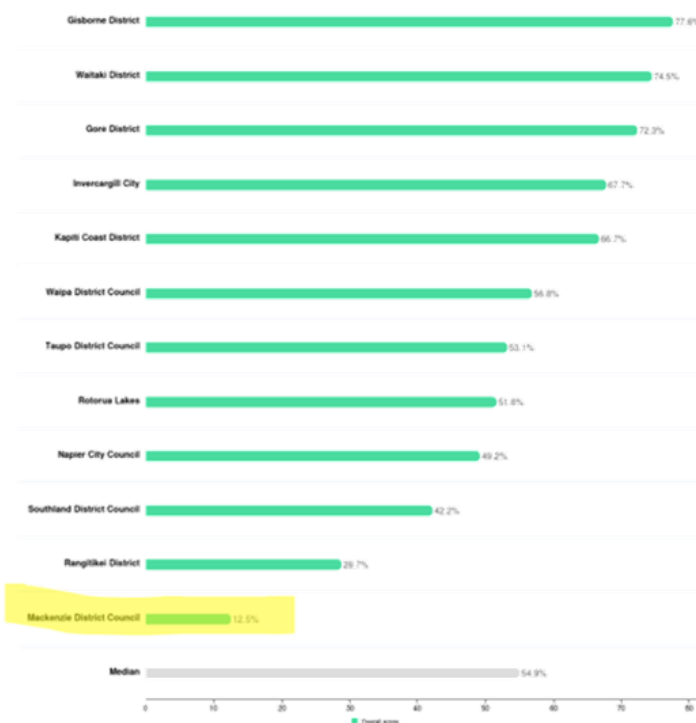


## Best Practice Overall

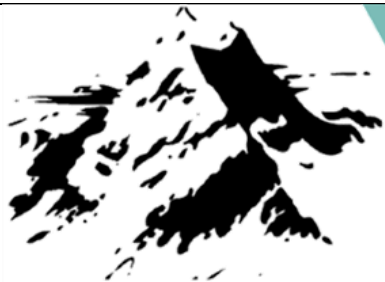
- Councils overall score is 12%
- This measure relates to the overall operation score of MDC when compared to a peer group. Sadly if compared to all NZ members our position doesn't change.
- Positively this provides a “line in the sand” of where we are now, and we can monitor our progress upward in future years

KPI: Key Performance Indicators: Best practice indicators  
Overall best practice score

Year Selection: 2020





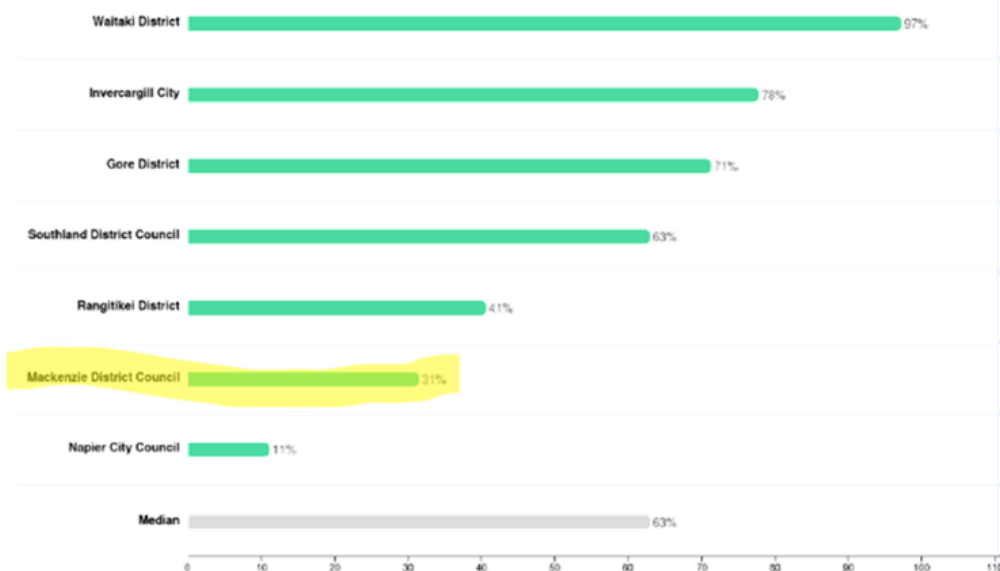


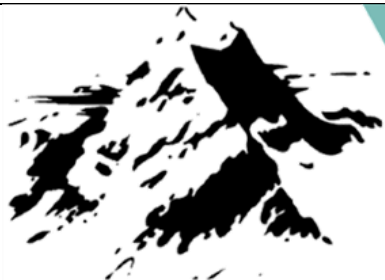
# Best Practice Operations

- Councils overall score in this area is 31%
- This measure relates to the overall parks operation when compared to somewhat like type organisations

KPI. Key Performance Indicators: Best practice indicators  
Operations score

Year Selection: 2020





# Best Practise Planning

- This area shows a “N/A” as we haven’t undertaken any planning for parks type activities such as:

Open Space Strategy

Reserve Management Plans

Tree Strategy

Playground Strategy

Trails Strategy

Toilet Strategy

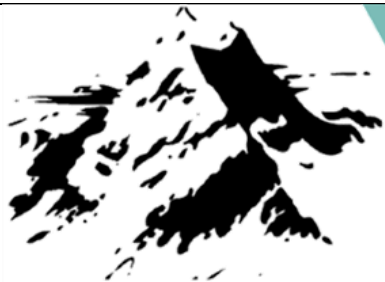
Cemetery Strategy

KPI: Key Performance Indicators: Best practice indicators  
Planning score

Year Selection: 2020





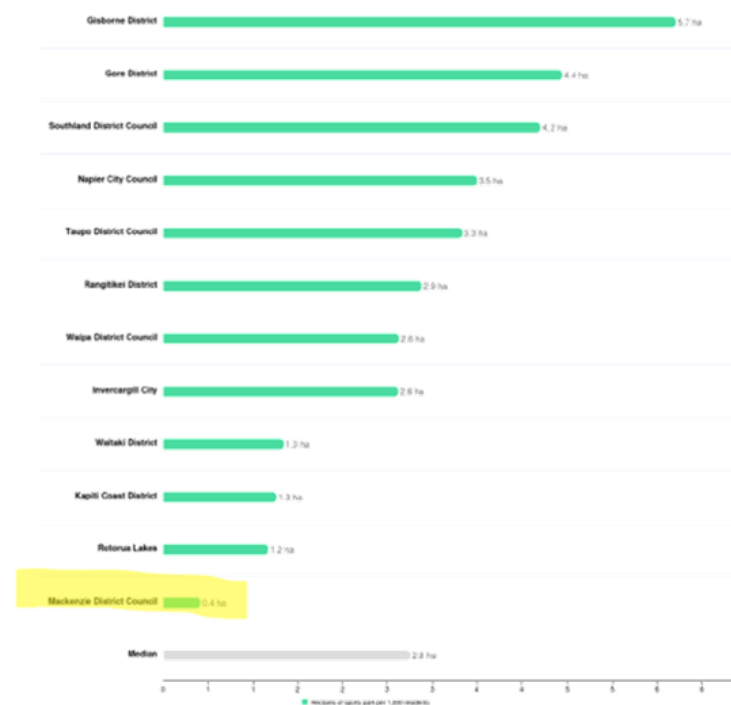


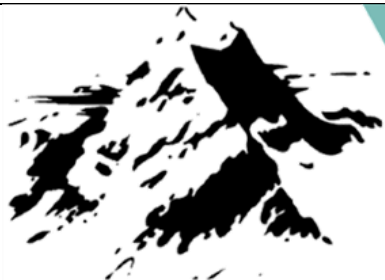
# Provision of Sports Parks

- Council provides 0.4 ha of Sports Park per 1,000 residents
- This is the lowest provision in the dataset
- It appears that there is no provision to provide sportsfields (when required) in Tekapo, likely to be the first town of it's size in NZ to be in such a position

A. Provision: Sports and Premier park provision  
Provision of sports park per 1,000 residents

Year Selection: 2020



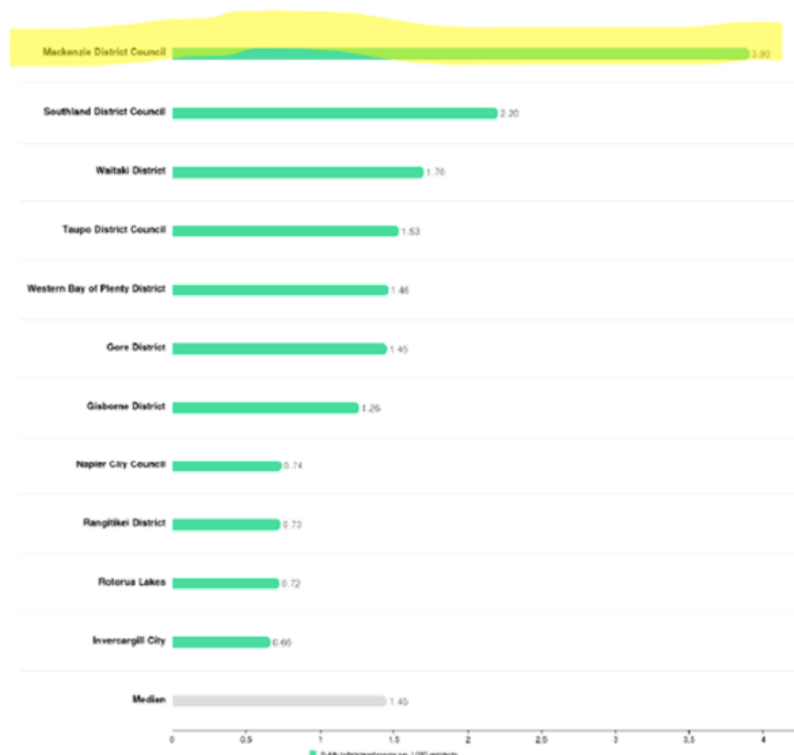


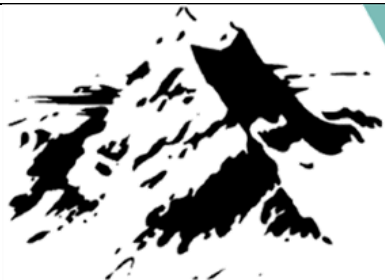
# Provision of Public Toilets

- Council provides 3.9 toilets per 1000 residents, the highest in the data set
- Partly a function of tourism compounded by a relatively small resident population
- It's certainly appropriate that we continue to seek MBIE assistance for both capital and renewal of these assets
- Our quality however we suspect is variable and we have no plan that identifies future locations, renewal priorities
- It doesn't appear our toilets have counters, so usage is not recorded

A. Provision: Public Toilets/Washrooms  
Public toilet/washroom provision per 1,000 residents

Year Selection: 2020





# Playgrounds

- Council provides 12.5 Playgrounds per 1000 youth and children in the district
- 10 playgrounds for 801 children
- Some desperately poor others in need of reviews of safe fall surfaces
- Maintenance inspections an issue currently being addressed
- We could probably provide less but provide much better and get greater value for our spend

A. Provision: Playground and youth facility provision  
Number of playgrounds per 1,000 children

Year Selection: 2020





## Overall Results

- Overall, the results from the survey indicate that Council has areas on which to focus on
- Understanding the demands for services and in particular the demand created by visitors and absentee property owners is critical in planning for the future
- Trees and tree maintenance an area of concern, particular given the status of the Peace Trees
- Collection of data in focus areas would support a better understanding of asset
- Our trails are undiscovered by visitors we suspect in the main
- We have no corporate identity (signage) of public assets



## Next Steps

- Staff will table report to Council in October
- Complete the briefs for studies as resolved at the September meeting
- Complete the CLM commission and look to the future seasons
- Review staff focus and understand resourcing requirements
- Continue to participate in Yardstick
- Secure ongoing support from Xyst to support staff



## Discussion



**5.4 INTRODUCTION TO REPRESENTATION REVIEW**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** 1. Your Choice - Twizel [!\[\]\(d66ff64371a51729ac8c1cdaa685ba6f\_img.jpg\)](#) 

**STAFF RECOMMENDATIONS**

That the information be noted.

**BACKGROUND**

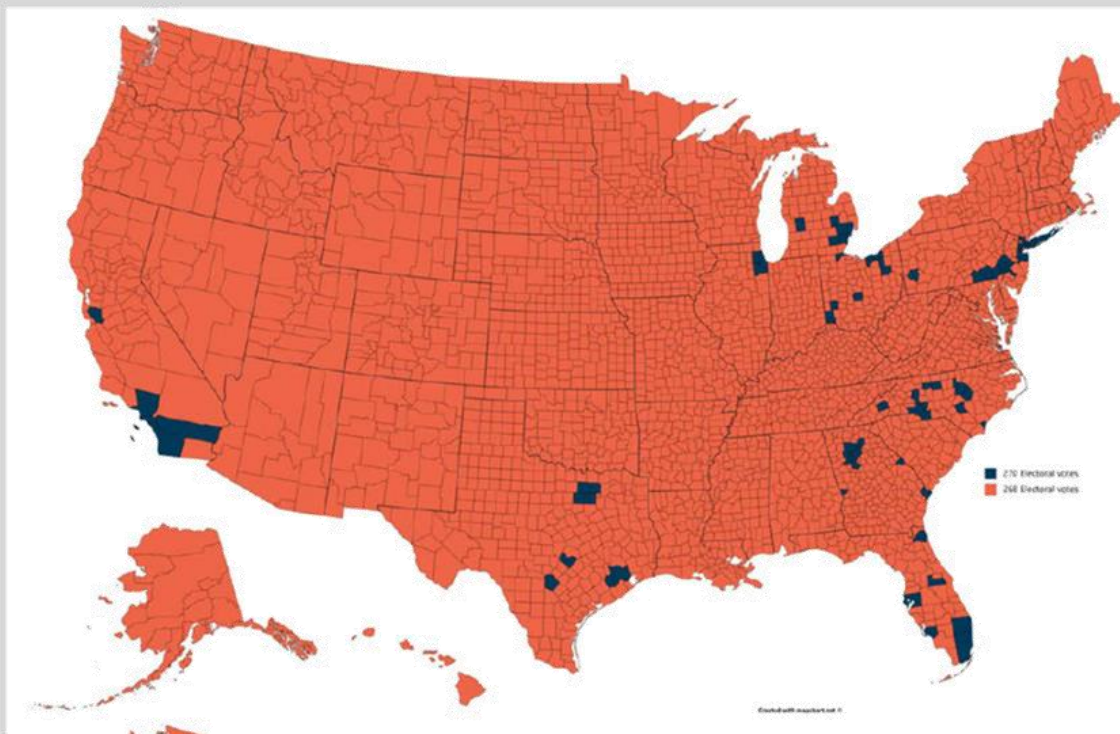
Every six years a council is required to review its representation arrangements. Governance Advisor Arlene Goss will introduce the community board to this review using the attached presentation.



# YOUR CHOICE

2022 Election Review

# Why is fair representation important?



This map shows the minimum number of districts (in blue) needed to become the President of the United States.

Blue = 270 Electoral Votes  
Orange = 268 Electoral Votes

Theoretically, it is possible to win an election in the United States with 22% of the popular vote.

# The Goal of this Election Review

1. To provide for 'effective representation of communities of interest'.
2. To ensure 'fair representation of electors'. In this process, the word "fair" means having equal representation for all voters across the district.
3. Legislative Requirement - Every six years councils have to review how they are elected.

(Local Government Act 2002)

# Decisions will be needed at three levels



DISTRICT



WARD



COMMUNITY BOARD

# District: Number of Councillors

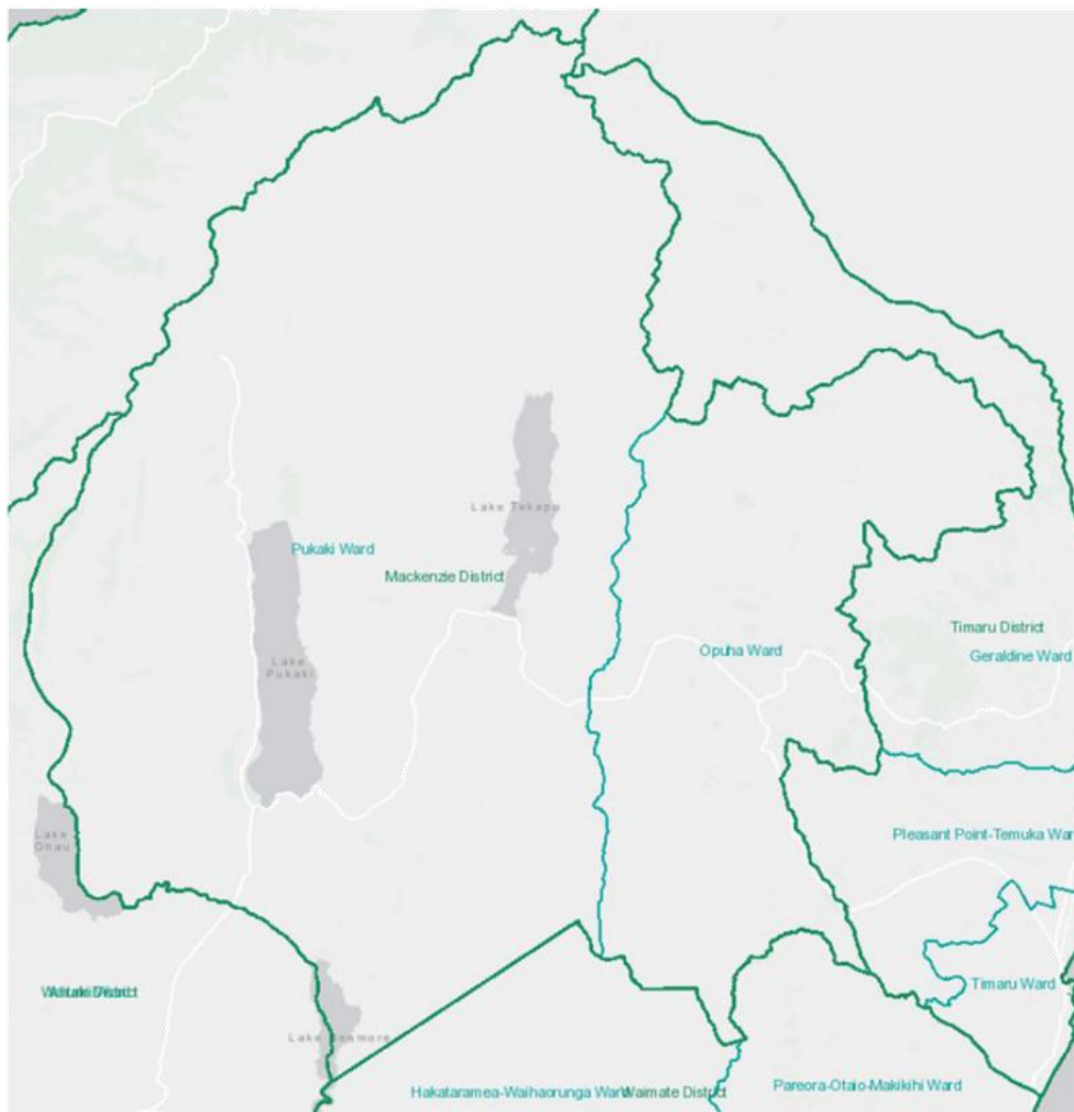


Mackenzie District Council is currently comprised of six councillors and the Mayor.

Legislation currently allows the Mackenzie District to have either five, six or seven councillors and a Mayor.

How many councillors is the right number and why?





# Wards



## Discussion

Legislation allows any number of wards, or voting at large.

Voting by ward means voters in each ward vote for councillors who represent their ward.

Voting at large means everyone in the Mackenzie District votes for every council position, and elected councillors represent everyone in the district.

## Question

Would you prefer to stay with the current ward system, change the current wards, or move to voting at large?

# Community Boards: Number of Boards

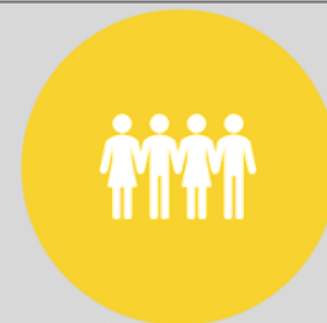


There are currently three community boards in the Mackenzie District, one each in Twizel, Tekapo and Fairlie.

Legislation allows for any number of community boards, or none at all.

Are community boards needed in the district? Would you like to see any new community boards established, any current community boards disestablished, or any community boards combined?

# Community Boards: Membership



Currently each community board consists of four members elected by people living within the community board area, and one councillor appointed by the council.

Legislation allows for between 4 and 12 community board members (not including the council-appointed member).

Would you like to see any change to the number of elected or appointed community board members?

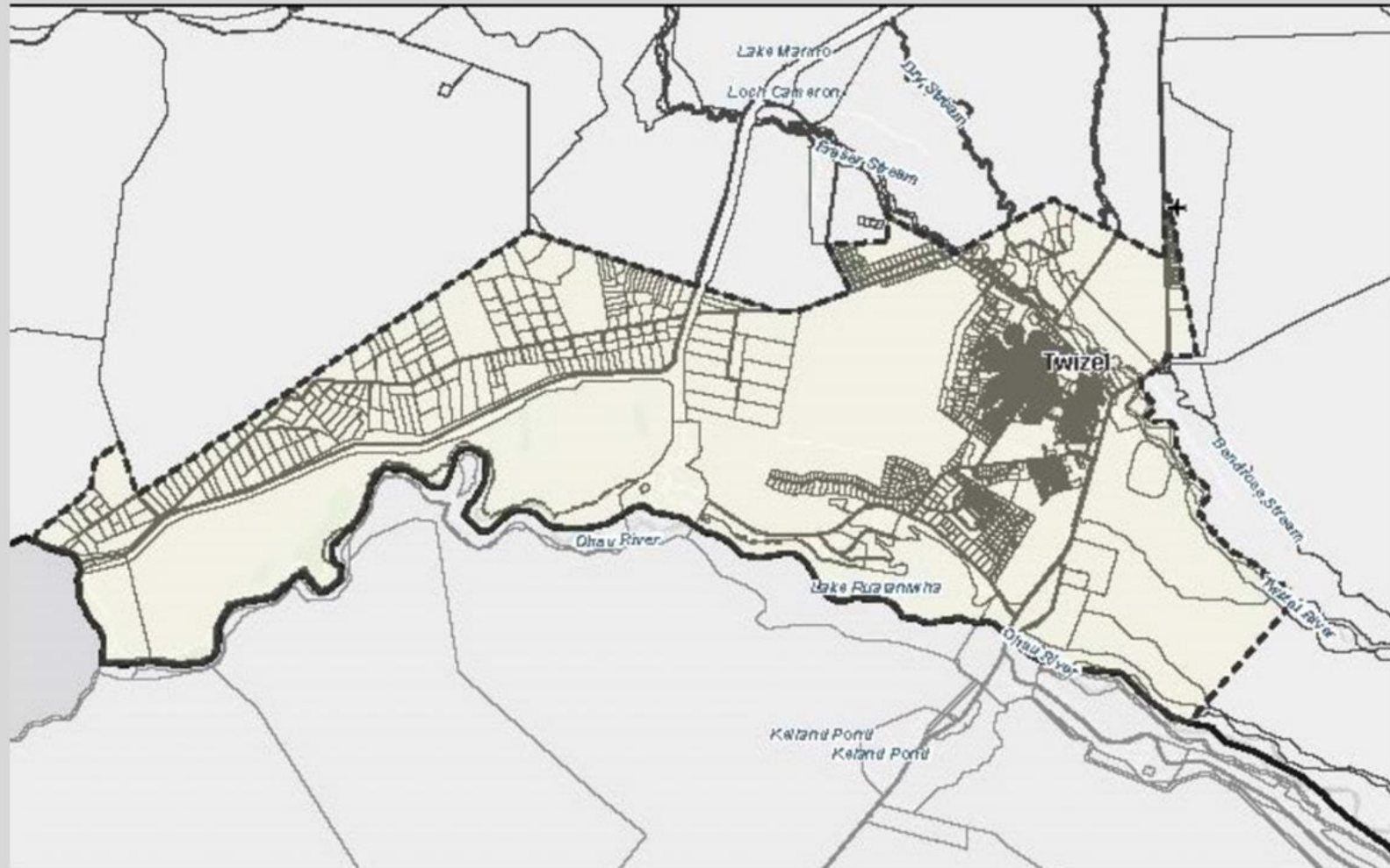
# Community Boards: Boundaries



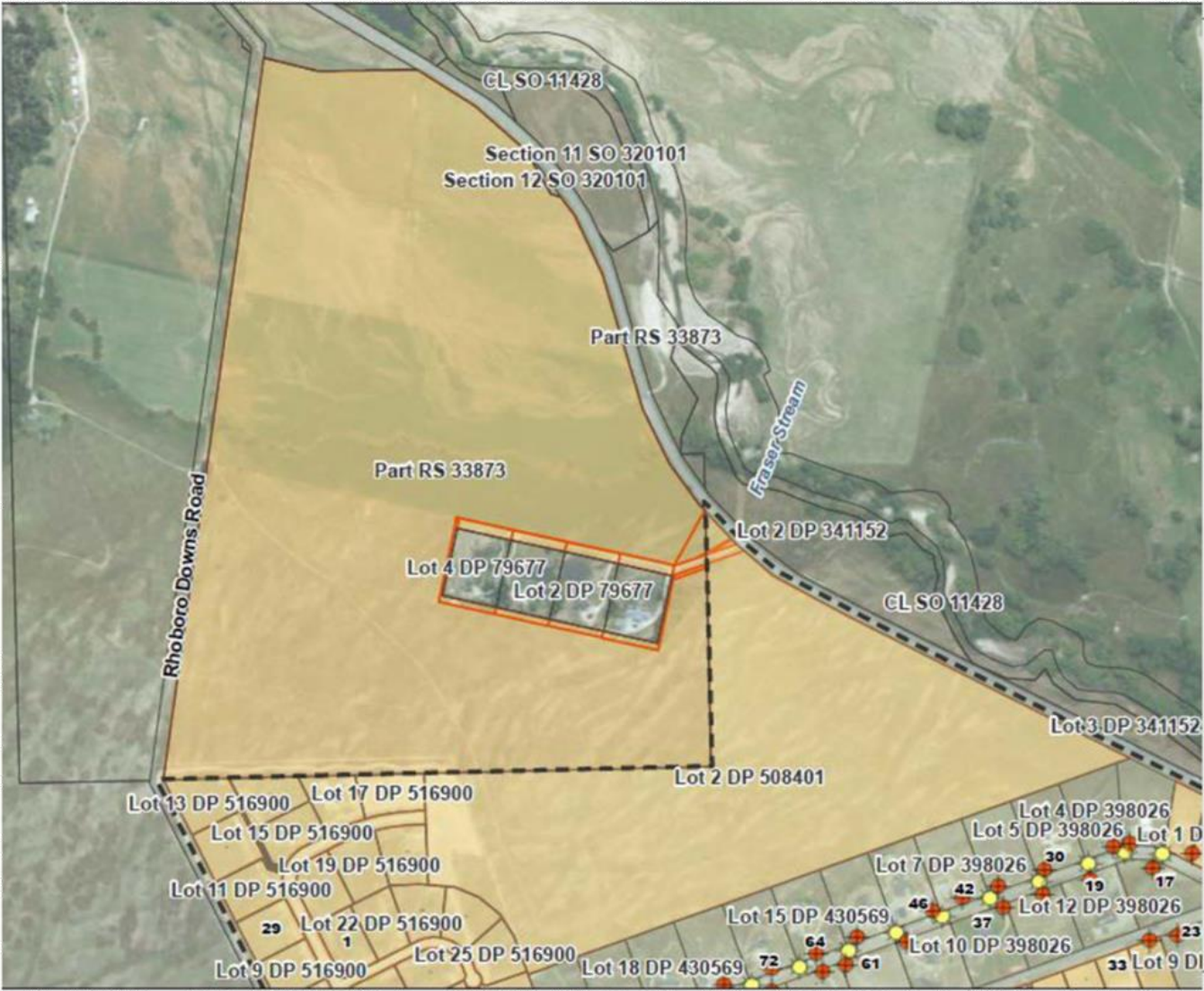
Township boundaries in the Mackenzie District can change as new subdivisions are built and towns grow. Community board boundaries should reflect this.

Assuming that the status quo continues, are there any areas currently not included within community board boundaries that you would like to see included?

The following maps are for discussion.

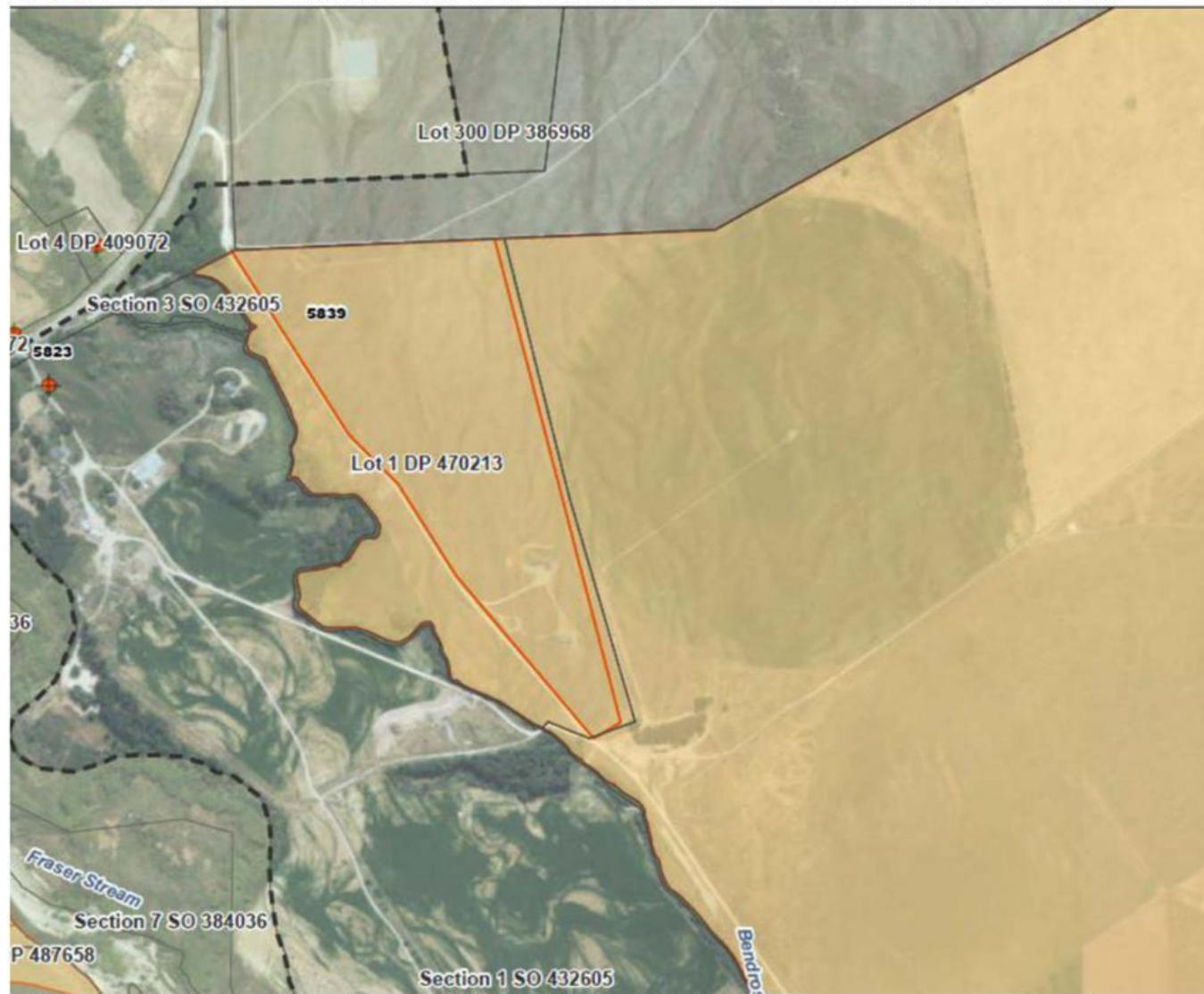






Twizel:  
Area of  
Interest 1





Twizel:  
Area of  
Interest 2

# Names of Electoral Areas

Mackenzie District currently has the Pukaki and Opuha wards, and the Twizel, Tekapo and Fairlie Community Boards.

Legislation requires that we think about these names as part of the review process.

Do these names reflect the communities they represent? Is any change needed?

Would this be the right time to suggest renaming the community boards to Maori names? e.g. Tekapo Community Board to Takapo` Community Board?

# Public Consultation

These questions will be asked on the Let's Talk Platform up to 5pm on Monday, November 30.

Over the Christmas period I will collate all the feedback and come back to Council in the new year with a draft proposal.

That proposal will then be advertised and submissions called for.

## 2022 Election Review Process

1. Initial Consultation with the Community
2. Consultation with Elected Members
3. Draft Proposal Considered by Council
4. Proposal Advertised – Submissions Invited
5. Public Hearing of Submissions
6. Proposal Amended and Advertised – Appeals invited
7. If no appeals – Final Proposal Adopted
8. If appeals received – Local Government Commission Makes Decision
9. Election Held Under New Arrangements in 2022



Do you have any other suggestions that would ensure fair and effective representation for voters in the Mackenzie District?

**5.5 TWIZEL COMMUNITY BOARD MEETING SCHEDULE 2021**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** Nil

**PURPOSE OF REPORT**

The purpose of this report is to consider and adopt the community board meeting schedule for 2021.

**STAFF RECOMMENDATIONS**

1. That the report be received.
2. That the community board meeting schedule for 2021 be adopted.

**TWIZEL COMMUNITY BOARD MEETINGS IN 2021**

Monday, January 25

Monday, March 15

Monday, May 3

Monday, July 12

Monday, August 30

Monday, October 18

Monday, December 6

The meetings will begin at 3pm and will be held in the Twizel Events Centre Lounge (unless it is not available).

## 5.6 CORRESPONDENCE

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:**

1. Letter from Glenys Moore [↓](#) 
2. Email from Ivan Stratford [↓](#) 
3. Letter from Heritage Machinery Group [↓](#) 

### STAFF RECOMMENDATIONS

That the correspondence be received and considered.

### BACKGROUND

The following correspondence has been received by the community board:

- Letter from Glenys Moore (attached) requesting a nest swing for the playground.
- Email from Ivan Stratford (attached), Twizel Hard Labour committee requesting closure of Lake Ruataniwha for event.
- Letter from Heritage Machinery Group (attached) requesting to install Champion Grader and P and H Dragline at Machinery Display.



18<sup>th</sup> August 2020

The Twizel Community Board

Dear Jacqui and Members,

Subject; Nest swing for Children with disabilities.

I would like put in writing a letter to ask if the Community Board would be interested in providing a piece of equipment for the children's playground.

I have in mind a nest or basket swing which is quite common in a lot of playgrounds. It enables a child with limited muscle tone who is unable to sit by themselves to lie in the nest and still enjoy the pleasures of a swing.

I know that able-bodied children also enjoy being able to lie down and watch the clouds while swinging too.

The Twizel Playground has been a source of great pleasure for our grand daughters, but we have been disappointed in that there was nothing for our Grandson to enjoy.

At 5 yrs old he is now able to sit in the fully enclosed swing, but it is a two person effort to get him in and out of it. A nest would be great.

I hope you will give this letter your consideration and I look forward to a reply from you.

Yours sincerely

Glenys Moore

4 Greenfield Place

Twizel.

**From:** Susan Stratford < >  
**Date:** 24 September 2020 at 8:34:11 PM NZST  
**To:** [J](#)  
**Cc:** Dean Nelson <  
**Subject:** LAKE RUATANIWHA LAKE CLOSURE

Hi Jacqui

Following on from our brief discussion today, the Twizel Hard Labour Committee would like to make an application to ECan to close Lake Ruataniwha on 24 October from 7.00am until 9.30am to offer kayak competitors safety from powered craft.

I have spoken to the Harbourmaster and he has advised we need a letter of approval from the Twizel Community Board and South Island Rowing to go with the application.

We request that this approval be discussed at your next meeting on 12 October.

We are on a very short time frame for this application as we had to wait for conformation of Level 1 before we could proceed with this event.

Many thanks.

Regards

Ivan Stratford

(Twizel Hard Labour Committee Member)

27 North West Arch  
Twizel  
Date: 28 September 2020

The Chairperson  
Jacqui de Buyzer  
Twizel Community Board.

Dear Jacqui,

Request for permission to install Champion Grader and P and H Dragline at Machinery Display

**Background:**

The Heritage Machinery group is a small number of enthusiastic people who aim to improve the Machinery Display at the front of Twizel and expand public knowledge of its use on the Waitaki power projects, while at the same time preserving these unique pieces of large machinery.

So far, the Group has successfully re-arranged the display into more appropriate settings, has obtained and is tidying up the "noddly train" which brought houses to Twizel, placed the Marion dragline bucket on display and manufactured and installed two picnic tables adjacent to the display.

Explanatory signs have also been erected explaining the function and history of each item, including the Penstock Section. A large amount of this work has been carried out on a volunteer basis, and with financial assistance from the Meridian Power Up Fund (equipment purchase) and MDC (Picnic Table manufacture).

Some items (such as the Marion Crane/dragline) have long since been scrapped, but occasionally items are discovered which are appropriate to the Power Project and could be added to the display.

Two such items are a Champion Grader, and a P and H crane/dragline.

**Champion Grader:**

Some 16 Champion Graders were known to have been used on the Power Project. The majority were operated by the Ministry of Works and Development, and some contractors. (see list from Kevin Freeman's Diesel, Dust, Men and Machines book).

Plant #	Make	Model	Serial #	Year new	Operated by	Bought from	Sold too
868258	Aveling-Austin	99H	PG1052		MoW	New	
868219	Champion	D600	874/1678		MoW	New	
868220	Champion	D600	882/1720		MoW	New	
868222	Champion	D600	8123/1861		MoW	New	
868276	Champion	D680A	134/4942		MoW	New	
868277	Champion	D680A	135/4943		MoW	New	
868278	Champion	D680A	136/4944		MoW	New	
868326	Champion	D686G	228/7533		MoW	New	
868327	Champion	D686G	224/7534		MoW	New	
868328	Champion	D686G	225/7534		MoW	New	
868329	Champion	D686G	222/7531		MoW	New	
868330	Champion	D686G	226/7539		MoW	New	
	Champion	D630			J C Anderson		
	Champion	D686G			Doug Hood		
	Champion	D686G			R Burkett		
	Champion	D686G			R Burkett		
	Champion	D686G			Doug McKay		Traded GGH
101	Adams	660		2651	Baker Construction		
	Wabco	777			Roadways NZ	New	

**Photo 1:** Extract from book.

A 686 grader has been located in Christchurch with an option secured by the Group. Transport costs and replacement of tyres is being investigated, but before any cost is incurred and further effort made, the Group seeks permission to mount the unit on display at the Machinery Display.



**Pic 2:** Champion located in Christchurch



**Pic 3:** Manufacturers Plate

**Site Location:**

The Group has a preferred location at the Machinery Display, and a “modern” grader has been photographed in this position to demonstrate what the display will look like when viewed from the corner of Ruataniwha and Wairepo Roads. (see Pic 4 below).

The site would have the topsoil stripped and replaced with gravel/cobble as is the standard for tyhge other machinery on display.





**Pic 4:** Grader location between Penstock section and Marion Dragline bucket.

A grader has many levers to play with and it is anticipated a properly designed access stairway with safety rails would be installed to provide access to the cab. (Note all other machines have their doorways welded or bolted shut so no access is encouraged)

#### **P and H Dragline/Crane:**

This piece of machinery has been discovered intact in mid-canterbury near the start of the Rangitata Diversion Race (RDR). It is able to be moved under its own power, and was last used to remove shingle and sand from the Diversion Race about four years ago.

The cost of increasing maintenance and repairs led to its replacement with a new dragline worth in excess of \$1 million. The remoteness of the site is the reason why it has not been scrapped before now and it is in surprisingly good condition and would tidy up without too much effort.

It was used as a crane in the Manapouri Powerhouse (Pic 6).



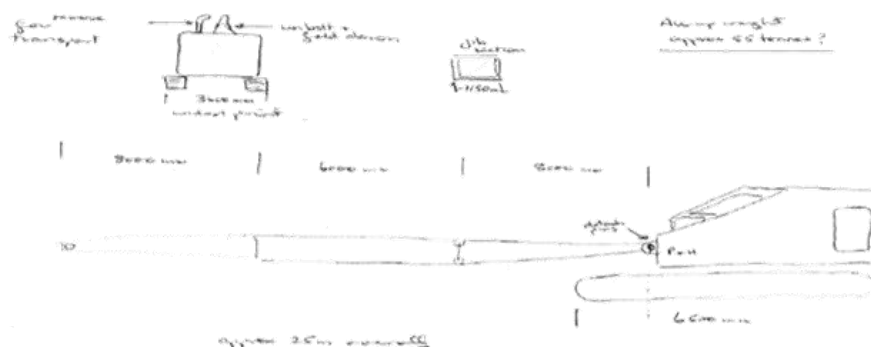
**Pic 6:** Crane in Manapouri Power Station Machine Hall 1967

It then came to Twizel, was sold to a Christchurch company and worked on the Bromley Sewage Plant before being purchased and shifted to the RDR. (Pic 7).



**Pic 7: P and H dragline RDR intake**

The overall length of the cab/power unit is 6.5m and the existing jib 22m. (see pic 5 below)



**Pic 8: P and H dimensions**

#### Site Location:

The Group proposes this machine would be located on a diagonal from the Marion Dragline Bucket towards the corner of Ruataniwha Drive and Wairepo Road. The cab would be adjacent to the Marion Bucket and the Jib running towards the intersection as shown in Pic 9 below.



**Pic 9: Red line shows direction of Jib from dragline. Yellow line is Champion Grader**



As with the grader, few people would have experienced the controls of a dragline and a secure accessway could be installed on this piece of machinery also. (Pic 10)

It is anticipated the jib will be slightly elevated on a separate engineered support and a barrier placed near the cab to prevent climbing.

The site will have the topsoil removed and gravel installed for ease of grass maintenance.



**Pic 10:** Dragline controls

This is a rare chance to purchase a large piece of machinery now virtually extinct, but having played a major part in creating New Zealand's hydro- electric (green energy) assets.

While the Group has a "first option" on the P and H, it cannot proceed with further work unless there is approval to site it in Twizel from the Community Board.

This will be a major undertaking and will require fundraising to assist with its transport and tidyup. If not purchased for this site, the owners are contemplating scrapping.

#### **Summary:**

The Group has a track record of achieving its objectives and adding to the Historical Machinery display equipment that helps tell the story of Twizel's history.

These two pieces of equipment increase the diversity and rarity of the earthmoving machinery.

The Group has met with the Twizel Disc Golf group and they have no objections to the proposed installations. (see appendix 1)

**Decision requested:**

*That the Community Board approves the locations of the Champion Grader and P and H Dragline as outlined in the Group's request.*

**Appendix 1:**

Email of approval from Twizel Disc Golf group.



Eddie Stead <Eddie.Stead@MeridianEnergy.co.nz>

To: Rick Ramsay

Cc: Ivan and Susan Stratford (stratfords33@xtra.co.nz)

Hello Rick,

I appreciated the consultation.

I can confirm that the proposed positioning of the Grader and Dragline will not adversely affect the Twizel Disc Golf Course.

Regards

Eddie Stead

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**From:** Rick Ramsay <[rick@alpinesalmon.nz](mailto:rick@alpinesalmon.nz)>

**Sent:** Wednesday, 23 September 2020 9:46 a.m.

**To:** Eddie Stead <[Eddie.Stead@MeridianEnergy.co.nz](mailto:Eddie.Stead@MeridianEnergy.co.nz)>

**Cc:** Ivan and Susan Stratford ([stratfords33@xtra.co.nz](mailto:stratfords33@xtra.co.nz)) <[stratfords33@xtra.co.nz](mailto:stratfords33@xtra.co.nz)>

**Subject:** [EXTERNAL] Dragline and Grader location-Frisby Golf course

Good morning Eddie,

Thanks for meeting with Ivan and I yesterday to inspect the proposed sites for the Dragline and the Grader.

Its our understanding that the locations and shown will not impact on the Frisby Golf Course.

Could you please confirm so that we can inform the Twizel Community Board.

Cheers

Rick

**Rick Ramsay**

**5.7 GENERAL BUSINESS AND COUNCILLOR UPDATE**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** 1. Street Lights Update [!\[\]\(a03a7eb2f4046e1d3c76772003e549ea\_img.jpg\)](#) 

**STAFF RECOMMENDATIONS**

That the information be noted.

**GENERAL BUSINESS**

The following matters for discussion have been requested by the chairperson:

- Garry Wilson has been invited to speak under general business regarding the Twizel pensioner flats.
- Lake Ruataniwha toilets.
- Future of the pavilion.
- Wilding pines.

The following matters for discussion have been requested by Angie Taylor:

- Twizel Swimming Pool Update.
- Twizel Street Lighting Update (see attached).

Council's representative on the community board, Cr Emily Bradbury, is invited to update the members on recent council activity.

**Update on the LED Street Light Replacement Programme, from Scott McKenzie, Roading Manager.**

We are aware of the ongoing issues with street light failures across the district. NETcon informed us on the 29/06/2020 that they have run out of low pressure sodium lamps and fittings to fix/replace lights in Tekapo & Twizel and they are unable to get any replacements so no individual lights can be repaired until the LED upgrade is completed. They will continue to investigate and repair circuit faults where all the lights are not working in one area.

We have ordered LED new gear trays and Council has prepared a sole supplier contract with NETcon for the replacement of the fittings. Council. This document is with NetCON we are waiting on this to be returned so that it can be executed by Council. The total value of this work is in the order of \$1,016,945 so Councils procurement rules require this to be in place even though we are dealing with a sole supplier.

Twizel is the first town to be changed out given the number of outages and we will work outward from here. Some of the fittings which are architectural/ special may take slightly longer to sort. Once we have a programme we will be able to provide it to you and provide more definitive timeframes.

This will change out the all the low pressure sodium fittings to the 2200K LED's which comply with Councils District plan. They are also more reliable and efficient.

**5.8 COMMUNITY BOARD ACTION LIST**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** 1. Twizel Action List [↓](#) 

**STAFF RECOMMENDATIONS**

That the information be noted.

**BACKGROUND**

Attached is the latest version of the community board action list. These actions are updated by staff regularly.

Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 6 October 2020 2:22:47 PM

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
Report	<b>Market Place - South Eastern corner upgrade</b>	Taylor, Angie	Twizel Community Board 9/03/2020	23/03/2020		
5.4		Harty, Tim				
	<a href="#">TWCB/2020/232</a>					
	<b>COMMITTEE RESOLUTION TWCB/2020/232</b>					
	Moved: Chairperson Jacqui de Buyzer					
	Seconded: Member Tracey Gunn					
	1. That the Twizel Community Board approves the designs for upgrades to the south eastern corner of the Twizel Market Place submitted at the meeting on March 9, 2020.					
	<u>In Favour:</u> Jacqui de Buyzer, Tracey Gunn, Renee Rowland and Cr Emily Bradbury					
	<u>Against:</u> Amanda Sargeant					
	<b>CARRIED</b>					
	<i>9 Jun 2020 - 3:23 PM - Arlene Goss</i>					
	CB meeting June 8, 2020- Market Place, Upgrade of South-eastern Corner – Work to be scheduled in spring when there will be no interruptions due to weather.					
	<i>6 Aug 2020 - 10:46 AM - Arlene Goss</i>					
	Work schedule to come to October meeting.					
	<i>5 Oct 2020 - 7:42 PM - Arlene Goss</i>					
	5 October 2020 – Work has unfortunately been delayed to allow for the Council office redevelopment work to be safely carried out. This project is expected to commence following the summer season and completion of the Council office works.					

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel: Barriers at Lake Ruataniwha</b>	Taylor, Angie		20/04/2020		
		Harty, Tim				



Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 6 October 2020 2:22:47 PM

6 Apr 2020 - 10:53 AM - Arlene Goss

Barriers at Lake Ruataniwha: The chairperson said in the past there were barriers in place to stop cars "hooning" around the lake edge. These had been removed and needed to be reinstated. It was agreed to ask Angie Taylor or Charlotte Borrell to get in touch with Whitestone and ask for these to be reinstated.

6 Apr 2020 - 11:12 AM - Arlene Goss

Bernie Haar has looked at this area before the meeting. He was puzzled about who would have removed the chains. Once the location of the chains was confirmed, Angie Taylor was asked to replace them.

9 Jun 2020 - 3:25 PM - Arlene Goss

CB meeting June 8, 2020 - Work will be done soon. Delayed by Covid-19.

6 Aug 2020 - 10:47 AM - Arlene Goss

Bernie Haar to visit area with chairperson.

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel Events Centre</b>	Taylor, Angie Harty, Tim		20/04/2020		
	<p>6 Apr 2020 - 10:54 AM - Arlene Goss</p> <p>Sports Hall Floor at Twizel Events Centre: Waiting on update from contractor.</p> <p>6 Apr 2020 - 11:13 AM - Arlene Goss</p> <p>Theatre seating: The seating is in. The end barriers are being re-designed and need further work to meet fire egress rules.</p> <p>9 Jun 2020 - 3:26 PM - Arlene Goss</p> <p>CB meeting June 8, 2020 - Sports Hall floor – Angie Taylor said this job needed appropriate temperatures for the product to cure. Sports clubs were also wanting to use the hall now that the Events Centre was open. This work was rescheduled for Spring when the weather was warmer.</p> <p>5 Oct 2020 - 7:43 PM - Arlene Goss</p> <p>5 October 2020 – The sports hall floor resurfacing is now complete. An extra badminton court has been added, the basketball court has been updated to the current standard layout and line marking colours have been altered to allow courts to be more distinguishable.</p>					

Outstanding	Division:	Date From:
	Committee:	Date To:
	Officer:	
Action Sheets Report		Printed: Tuesday, 6 October 2020 2:22:47 PM

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel Swimming Pool</b>	Taylor, Angie Harty, Tim		20/04/2020		
<p>6 Apr 2020 - 10:56 AM - Arlene Goss Shower Curtains in Changing Rooms at Pool: Ms Borrell to look into this</p> <p>6 Apr 2020 - 11:12 AM - Arlene Goss : Most of the upgrade work has been completed. There are a few minor things to finish this season, such as a timer for the heat pump.</p> <p>6 Aug 2020 - 10:48 AM - Arlene Goss Angie Taylor was asked to revisit the pool upgrade finances to see if more work could be planned, including a mural.</p>						

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel: Sealing of Long Parking Bay Carpark</b>	McKenzie, Scott Harty, Tim		20/04/2020		
<p>6 Apr 2020 - 11:06 AM - Arlene Goss Long Parking Bay car park - Mr Armstrong asked for a date when it would be tarsealed. Bernie Haar said the roading manager has engaged a consultant to take a document to the market to get quotes for this job. The community board questioned the delay, as the work was promised this summer. Mr Haar said council staff were limited by the resources available.</p> <p>14 Apr 2020 - 12:13 PM - Arlene Goss Update from Scott: Consultant has been engaged and is working on the development of plans for the two projects in this package.</p> <p>9 Jun 2020 - 3:28 PM - Arlene Goss CB meeting June 8, 2020 – Sealing cannot be carried out in winter. Funding is available for this and the work will commence at a later date.</p> <p>6 Aug 2020 - 10:48 AM - Arlene Goss Mr Haar said the roading manager was planning to build up the gravel then get a price from a contractor for sealing. Cannot do any sealing until 15 September.</p>						

Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 6 October 2020 2:22:47 PM

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel Information Centre Changes</b>	Mulcock, Tim		22/10/2020		
		van Aswegen, Suzette				
	<p><i>9 Jun 2020 - 3:35 PM - Arlene Goss</i>            CB meeting June 8, 2020 - Tim Mulcock spoke to this report. He explained his vision of a new business model for the information centre. He said this would be a work in progress with changes made over time. The postal services and council services offered by the information centre would remain business as usual.</p> <p><i>9 Jun 2020 - 3:36 PM - Arlene Goss</i>            CB meeting June 8, 2020 – Wifi in Market Place, Transition manager Tim Mulcock said staff were planning to install public wifi in two stages. The first stage was to use the current wifi connection, then as soon as fibre was available in Twizel a stronger, more robust service would be added.</p> <p><i>9 Jun 2020 - 3:48 PM - Arlene Goss</i>            Action reassigned to Mulcock, Tim by: Goss, Arlene for the reason: Responsible manager.</p> <p><i>9 Sep 2020 - 1:29 PM - Tim Mulcock</i>            Fibre roll-out in Twizel delayed due to impact of COVID-19. Next update in October 2020. Twizel CB advised and have accepted the delay.</p> <p><i>9 Sep 2020 - 1:32 PM - Tim Mulcock</i>            Revised Target Date changed by: Mulcock, Tim From: 23 Jun 2020 To: 06 Oct 2020            Reason: Chorous Fibre roll-out delayed due to COVID19 impact.</p> <p><i>30 Sep 2020 - 7:52 AM - Tim Mulcock</i>            Revised Target Date changed by: Mulcock, Tim From: 6 Oct 2020 To: 22 Oct 2020            Reason: Continuing delays with Chorus Fibre Broadband roll-out inTwizel</p>					

Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 6 October 2020 2:22:47 PM

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel: Community Board Signage Audit</b>	Taylor, Angie Harty, Tim		23/06/2020		
<p>9 Jun 2020 - 3:41 PM - Arlene Goss The community board to do an audit of signage in Twizel and bring their recommendations to a future meeting.</p> <p>3 Jul 2020 - 4:11 PM - Arlene Goss Action reassigned to Borrell, Charlotte by: Goss, Arlene for the reason: Action to be completed by community board members.</p> <p>28 Jul 2020 - 9:31 AM - Arlene Goss Action reassigned to Taylor, Angie by: Goss, Arlene for the reason: Charlotte Borrell asked to reassign this to Angie Taylor.</p> <p>5 Oct 2020 - 7:43 PM - Arlene Goss 5 October 2020 – A site visit of signs was undertaken with the Community Board, extra long vehicle parking signage has been arranged and additional work is being looked into in consultation with the Roding Team.</p>						

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel: Viewing Corridors</b>	Taylor, Angie Harty, Tim		23/06/2020		
<p>9 Jun 2020 - 3:43 PM - Arlene Goss Amanda Sargeant spoke regarding viewing corridors in Twizel. Some of these are blocked by trees. There was a need to get information out about the viewing corridors and where they were. Angie Taylor offered to investigate further.</p> <p>9 Jun 2020 - 3:49 PM - Arlene Goss Action reassigned to Taylor, Angie by: Goss, Arlene for the reason: Responsible officer.</p> <p>6 Aug 2020 - 10:53 AM - Arlene Goss The viewing corridors hadn't been maintained and the community board would like to have a walk around to look at these.</p>						

Outstanding	Division: Committee: Officer:	Date From: Date To:
<a href="#">Action Sheets Report</a>		Printed: Tuesday, 6 October 2020 2:22:47 PM

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel: Fence Around Playground</b>	Taylor, Angie Harty, Tim		23/06/2020		
<p>9 Jun 2020 - 3:45 PM - Arlene Goss  COMMITTEE RESOLUTION TWCB/2020/238  Moved: Member Amanda Sargeant  Seconded: Member Tracey Gunn  That the Twizel Community Board instructs staff to investigate installing a fence around the playground as one of the board's community projects.  CARRIED</p> <p>9 Jun 2020 - 3:49 PM - Arlene Goss  Action reassigned to Taylor, Angie by: Goss, Arlene for the reason: Responsible officer.</p> <p>6 Aug 2020 - 10:52 AM - Arlene Goss  The community board considered playground fencing to be a safety issue and wanted this to be done soon.</p> <p>5 Oct 2020 - 7:44 PM - Arlene Goss  5 October 2020 – Further discussions with the Community Board have taken place with a view to reassess this project.</p>						

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel: Junior Roadway on Skating Rink</b>	Taylor, Angie Harty, Tim		23/06/2020		
<p>9 Jun 2020 - 3:45 PM - Arlene Goss  COMMITTEE RESOLUTION TWCB/2020/239  Moved: Chairperson Jacqui de Buyzer  Seconded: Member Amanda Sargeant  That the Twizel Community Board asks staff to establish costings to install a junior roadway on part of the roller skating rink, leaving two</p>						

Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 6 October 2020 2:22:47 PM

basketball hoops available for continued use.

CARRIED

9 Jun 2020 - 3:50 PM - Arlene Goss

Action reassigned to Taylor, Angie by: Goss, Arlene for the reason: Responsible officer.

6 Aug 2020 - 10:52 AM - Arlene Goss

The junior roadway could benefit for further investigation including other locations.

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel: Results of Public Consultation on Wilding Pine Control</b>	Clarke, Chris		20/08/2020		
		van Aswegen, Suzette				
	<p>6 Aug 2020 - 10:35 AM - Arlene Goss To come to a future meeting.</p> <p>9 Sep 2020 - 11:06 AM - Arlene Goss Action reassigned to Clarke, Chris by: Goss, Arlene for the reason: Can you do something for the agenda of the next Twizel CB meeting?</p> <p>14 Sep 2020 - 1:16 PM - Arlene Goss Mark S, Angie and ECAN are working on revised maps based on the feedback.</p>					

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	<b>Twizel: Man-made Hill</b>	Taylor, Angie		20/08/2020		
		Harty, Tim				
	<p>6 Aug 2020 - 10:54 AM - Arlene Goss The chairperson said a plan was needed on what to plant on the hill.</p> <p>A working bee was suggested. There was also a suggestion to put extra money from other funds into planting, as \$5000 was not a lot of money.</p> <p>The community board asked if it was possible to consult on this matter using the new Let's Talk platform.</p>					



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Action Sheets Report		Printed: Tuesday, 6 October 2020 2:22:47 PM

Angie Taylor offered to move this forward. The community board stressed they did not want to miss the planting season, and also wanted to incorporate the walking tracks in the planting plan.

The new plants would need a water supply. Bernie Haar offered to look into this.

9 Sep 2020 - 11:05 AM - Arlene Goss

Action reassigned to Taylor, Angie by: Goss, Arlene for the reason: To consider further action.

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
Report	<b>Disposal of Woodchipper</b>	Borrell, Charlotte Harty, Tim	Council 22/09/2020	6/10/2020	29/09/2020	
	<a href="#">2020/36,</a> <a href="#">2020/37</a>					
	<b>RESOLUTION 2020/37</b>					
	Moved: Cr Stuart Barwood					
	Seconded: Mayor Graham Smith					
	2. The Council resolve to dispose of the wood chipper in accordance with the Retention and Disposal Policy, and that					
	3. the proceeds be returned to the Twizel Community Board grant budget in support of other community initiatives.					
						<b>CARRIED</b>