



# **Mackenzie**

## **DISTRICT COUNCIL**

*117TH MEETING*

**Notice is given of an Ordinary Meeting of Council to be held on:**

**Date: Tuesday, 8 February 2022**

**Time: 9.30am**

**Location: On Zoom**

## **AGENDA**

### **Ordinary Council Meeting**

**8 February 2022**

Note: This meeting will be digitally recorded by the minute-taker and uploaded to YouTube after the meeting.

**Council Membership:**

Graham Smith (Chair)

James Leslie

Anne Munro

Stuart Barwood

Murray Cox

Emily Bradbury

Matt Murphy

\*\*\*\*\*

**The purpose of local government:**

(1) The purpose of local government is—

- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

(2) In this Act, good-quality, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—

- (a) efficient; and
- (b) effective; and
- (c) appropriate to present and anticipated future circumstances.

(Local Government Act 2002)

**Order Of Business**

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- 1 OPENING, APOLOGIES AND PUBLIC FORUM**
- 2 VISITORS**
- 3 DECLARATIONS OF INTEREST**
- 4 BEREAVEMENTS**
- 5 MAYOR'S REPORT**


The Mayor and Chief Executive's reports will be circulated before the meeting.

## **6        REPORTS**

### **6.1       COUNCIL MONTHLY FINANCIAL REPORT - OCTOBER AND NOVEMBER 2021**

**Author:**                Sandy Hogg, Manager - Finance

**Authoriser:**        Paul Numan, General Manager Corporate Services

**Attachments:**        1.     Financial Performance - November 2021 [!\[\]\(a870788d6ed9b8fd294b7654a8c8526b\_img.jpg\)](#)   
                              2.     Financial Performance - October 2021 [!\[\]\(b985170eefb48b9b3ef593e79310e8f5\_img.jpg\)](#) 

#### **STAFF RECOMMENDATIONS**

That the monthly financial reports for October and November 2021, for Mackenzie District Council be received.

# Financial Performance

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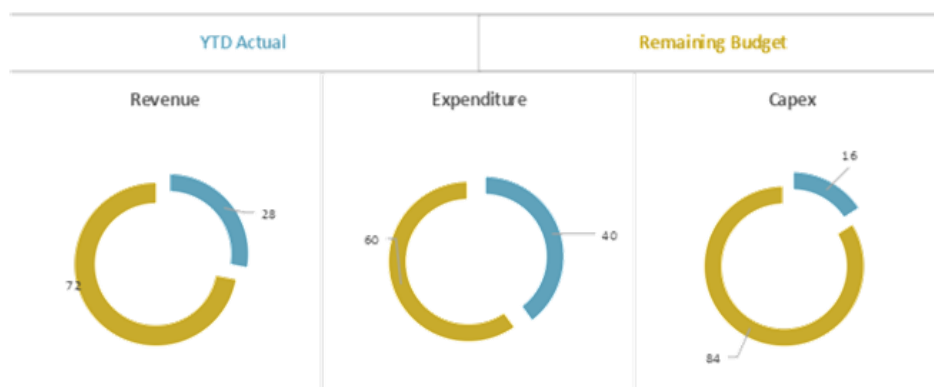
**November 2021**

# Financial Performance

## REVISION HISTORY

<b>Date Created:</b>	December 2021
<b>Department:</b>	Finance
<b>Sponsor:</b>	General Manager – Corporate Services
<b>Approved by:</b>	Chief Executive Officer
<b>New Review Date:</b>	January 2022

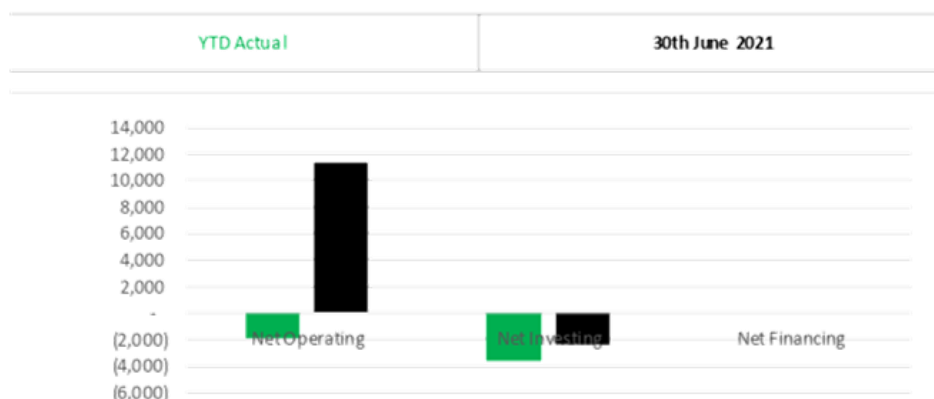
## 1. Financial Summary – as at 30 November 2021



### Financial Position - Balances



### Cashflow - Movements



## 2. Council Performance – as at 30 November 2021

	Year to Date			Full year	YTD Actual % of
	Actual	Budget	Variance Budget	Budget	FY Budget
	\$000's	\$000's	\$000's	\$000's	
<b>Operating Revenue</b>					
Rates	5,116	5,123	(7)	12,295	42%
Subsidies and Grants	706	1,353	(647)	9,456	7%
Development and Financial Contributions	581	702	(121)	1,684	35%
Fees and Charges	808	838	(30)	1,912	42%
Interest Revenue	39	28	11	129	30%
Other Revenue	609	967	(358)	2,176	28%
<b>Total Operating Revenue</b>	<b>7,859</b>	<b>9,011</b>	<b>(1,152)</b>	<b>27,652</b>	<b>28%</b>
<b>Operating Expenditure</b>					
Personnel Costs	1,957	2,127	170	5,104	38%
Depreciation and amortisation expense	1,845	1,845	-	4,429	42%
Other Expenses	6,313	6,448	135	15,232	41%
<b>Total Operating Expenditure</b>	<b>10,115</b>	<b>10,420</b>	<b>305</b>	<b>24,765</b>	<b>41%</b>
<b>Operating Surplus/(Deficit)</b>	<b>(2,256)</b>	<b>(1,409)</b>	<b>(847)</b>	<b>2,887</b>	
<b>Capital Expenditure</b>					
Community and Township Services	139	1,763	1,624	4,307	3%
Governance and Corporate Services	174	548	374	1,316	13%
Planning and Regulation	-	21	21	50	0%
Roading	506	1,709	1,203	4,102	12%
Stormwater	12	171	159	410	3%
Tourism, Economic Development and Commerci.	-	57	57	137	0%
Wastewater	206	978	772	2,356	9%
Water Supplies	2,725	4,748	2,023	11,395	24%
<b>Total Capital Expenditure</b>	<b>3,762</b>	<b>9,995</b>	<b>6,233</b>	<b>24,073</b>	<b>16%</b>

*Note: The full year budget for the Capital Expenditure does not include vested assets.*

## Council Performance – Variance Analysis



Variances of more than \$100,000 are explained.

F (favourable variance) means that either actual revenue is greater than budget or actual expenditure is less than budget.

U (unfavourable variance) is when actual revenue is less than budget or actual expenditure is greater than budget.

## Operating Revenue

### Subsidies and grants - \$647,000 U

#### *Reason for variance*

Unbudgeted income of \$250,000 has been received for the Mayors Taskforce for Jobs funding.

Subsidies from Waka Kotahi for roading were budgeted at \$1,153,465 year to date. Actual income received is \$437,304. Subsidies are lower than budgeted due to lower capital expenditure to date.

Grant funding for Destination Mackenzie was budgeted at \$192,085 year to date. No monies have been received to date.

### Development and financial contributions - \$121,000 U

#### *Reason for variance*

Subdivision reserve contributions were budgeted at \$104,165 year to date. Actual subdivision contributions received is \$336,982.

Income from financial contributions for water, wastewater and stormwater were budgeted to be \$597,650 year to date. Actual income received from financial contributions is \$243,979.

Income from contributions is dependent on subdivision development in the district.

### Other revenue - \$358,000 U

#### *Reason for variance*

Income from timber sales was budgeted to be \$432,645 year to date. Actual income received is \$147,892.

Timber sales are significantly less than budgeted due to a delay in harvesting one of the plantations.

Income is expected to be received in the final quarter of the year.

## Operating Expenditure

### Personnel costs - \$170,000 F

#### *Reason for variance*

There are a number of vacancies throughout the Council. This variance will reduce as recruitment progresses throughout the year. The favourable variance is offset by increased costs over budget in consultancy and contractors, specifically Corporate Services, Water and Regulatory.

### Other expenses - \$135,000 F

#### *Reason for variance*

There are a number of areas which have contributed to this favourable variance and further detail and explanations provided within the activity performance variance analysis. Contributing factors include the following:

- District Plan Review – consultants – under budget
- Building Control -contract inspection and processing – under budget
- Facilities Management – consultants and building assessments – over budget
- Information and Engagement – corporate planning support – over budget
- Roading – operational and maintenance – over budget
- Urban Sewerage – three waters reform projects funded via a government grants package – under budget



### 3. Activity Performance – as at 30 November 2021

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	Actual	Year to Date		Full year	YTD Actual % of
	\$000's	Budget	Variance Budget	Budget	FY Budget
		\$000's	\$000's	\$000's	
Operating Revenue					
Community and Township Services	1,706	1,746	(40)	5,686	30%
Governance and Corporate Services	2,324	2,523	(199)	6,058	38%
Planning and Regulation	1,382	1,127	255	2,912	47%
Roading	940	1,650	(710)	3,968	24%
Stormwater	48	117	(69)	339	14%
Tourism, Economic Development and Commerce	177	331	(154)	795	22%
Wastewater	470	607	(137)	4,638	10%
Water Supplies	812	910	(98)	3,256	25%
Total Operating Revenue	7,859	9,011	(1,152)	27,652	28%
Operating Expenditure					
Community and Township Services	1,559	1,789	230	4,212	37%
Governance and Corporate Services	3,055	2,558	(497)	6,044	51%
Planning and Regulation	1,140	1,682	542	4,042	28%
Roading	1,908	1,800	(108)	4,319	44%
Stormwater	40	51	11	122	33%
Tourism, Economic Development and Commerce	648	551	(97)	1,340	48%
Wastewater	948	1,113	165	2,613	36%
Water Supplies	817	876	59	2,073	39%
Total Operating Expenditure	10,115	10,420	305	24,765	41%
Operating Surplus/(Deficit)	(2,256)	(1,409)	(847)	2,887	
Capital Expenditure					
Community and Township Services	139	1,765	1,626	4,307	3%
Governance and Corporate Services	174	548	374	1,316	13%
Planning and Regulation	-	21	21	50	0%
Roading	506	1,709	1,203	4,102	12%
Stormwater	12	171	159	410	3%
Tourism, Economic Development and Commerce	-	57	57	137	0%
Wastewater	206	978	772	2,356	9%
Water Supplies	2,725	4,748	2,023	11,395	24%
Total Capital Expenditure	3,762	9,997	6,235	24,073	16%



## Activity Performance – Variance Analysis

Variances of more than \$100,000 are explained.

F (favourable variance) means that either actual revenue is greater than budget or actual expenditure is less than budget.

U (unfavourable variance) is when actual revenue is less than budget or actual expenditure is greater than budget.

## Operating Revenue

### Governance and Corporate Services - \$199,000 U

#### *Reason for variance*

Income from overhead cost recoveries have not yet been processed for Operations and Asset Management and Customer Services.

### Planning and Regulation - \$255,000 F

#### *Reason for variance*

Subdivision reserve financial contributions were budgeted at \$104,165 year to date. Actual income received is \$336,982. Contributions are dependent on developer activity.

### Roading - \$710,000 U

#### *Reason for variance*

Subsidies from Waka Kotahi for roading were budgeted at \$1,186,800 year to date. Actual income received is \$460,275. Subsidies are lower than budgeted due to lower capital expenditure to date.

### Tourism, Economic Development and Commercial - \$154,000 U

#### *Reason for variance*

Income from timber sales within the forestry activity is \$284,753 below the year to date budget due to a delay in harvesting the Woodburn stand 15/2 plantation.

\$250,000 has been received in respect of the Mayors Taskforce for Jobs funding scheme. This was unbudgeted.

Grant funding for the Destination Mackenzie project was budgeted at \$192,085 year to date. No monies have been received to date.

### Wastewater - \$137,000 U

#### *Reason for variance*

Financial contributions were budgeted at \$232,725 year to date. Actual income received is \$90,522.

Financial contributions are dependent on developer activity.

## Operating Expenditure



### Community and Township Services - \$230,000 F

#### *Reason for variance*

Operational and maintenance costs were budgeted at \$1,351,780 year to date. Actual expenditure incurred is \$1,178,350. The favourable variance is made up of several underspends but specifically in unplanned maintenance, township projects and refuse collection costs due to Covid19.

### Governance and Corporate Services \$497,000 U

#### *Reason for variance*

Consultancy expenditure was budgeted at \$149,735 year to date. Actual expenditure incurred is \$719,747 and relates to additional resource required to progress and complete the Annual Report and the LTP, as well as additional costs incurred for an unbudgeted review undertaken by LGNZ and township strategic studies for parks, trails and playgrounds. A favourable variance in employment expenses of \$85,389 due to vacant positions offsets some of this variance.

### Planning and Regulation \$542,000 F

#### *Reason for variance*

Planning operational and consultancy expenditure was budgeted to be \$746,840 year to date. Actual expenditure incurred is \$379,167. Expenditure on the District Plan Review was less than anticipated year to date, while costs have been incurred for Plan Change 18 appeal costs, technical planning support and work on the water services bill submission.

Regulatory operational and consultancy expenditure was budgeted to be \$937,285 year to date. Actual expenditure incurred is \$760,817. The budget includes costs for contract inspection and processing and is reliant on building activity in the district, which has been slowed due to Covid19.

### Roading - \$108,000 U

#### *Reason for variance*

Operational and maintenance costs were budgeted to be \$583,220 year to date. Actual costs incurred are \$704,508 and relate to unbudgeted emergency reinstatement requirements from the May flooding event.

### Wastewater - \$165,000 F

#### *Reason for variance*

Operational and maintenance expenditure was budgeted at \$863,405 year to date. Actual expenditure incurred is \$729,161 and includes work proceeding on the three waters reform projects which is funded from a government grant.

## Capital Expenditure



### Community and Township Services - \$1,626,000 F

#### *Reason for variance*

Expenditure on the Twizel community hall was budgeted at \$143,350 year to date. \$6,099 has been incurred.

Expenditure on public toilets was budgeted at \$797,500 year to date. Actual costs incurred are \$24,083. The budget includes projects for Fairlie and Lake Pukaki which are funded from a government grant.

Expenditure on the implementation of the Tekapo Township development plan was budgeted to be \$218,285 year to date. Actual expenditure incurred is \$50,334 and includes expenditure on the Barbara Hay and D'Archiac reserves upgrades, which will both be funded from the Land Subdivision Reserve.

Expenditure on the Strathconan swimming pool supplementary heating and upgrades were budgeted at \$95,000 year to date. \$2,200 of costs have been incurred.

Expenditure on the Twizel swimming pool supplementary heating and upgrades were budgeted at \$104,165 year to date. Actual expenditure incurred is \$7,343.

Expenditure on the implementation of the Twizel Township development plan was budgeted to be \$176,150 year to date. Actual expenditure incurred is \$35,000 for a shared use path which will be funded from the Land Subdivision Reserve.

Expenditure on the Lake Ruataniwha Reserve management plan was budgeted at \$39,690 year to date. Actual costs incurred are \$1,190, which will be funded from the Land Subdivision Reserve.

Expenditure on Twizel community public amenity assets were budgeted at \$56,380 year to date. Actual costs incurred are \$8,529 and relates to design work for the ramp and steps to be installed in Twizel Market Place.

Expenditure on the Mackenzie Community Centre upgrades were budgeted at \$46,575 year to date. No actual costs have been incurred.

Expenditure on plant and equipment purchases for Solid Waste Management were budgeted at \$53,540 year to date. \$2,800 has been incurred.

### Governance and Corporate Services - \$374,000 F

#### *Reason for variance*

Building renovations on the Fairlie Council building were budgeted at \$416,665 year to date. \$6,557 has been incurred on the installation of an air conditioning curtain over the front door. This will be paid from reserves.

Expenditure on vehicle replacements was budgeted at \$50,000 year to date. Actual costs incurred are \$123,133. Vehicles are purchased when available with suppliers so often are not in line with the budget. There are three cars to be sold in December and the government rebate to be credited in November which will bring the spending back within the budget.

**Roading - \$1,203,000 F***Reason for variance*

Expenditure on unsealed road metalling and sealed road resurfacing and rehabilitation and drainage renewal was budgeted at \$591,665 year to date. Actual expenditure incurred is \$158,240.

Footpath and cyclepath renewals were budgeted at \$281,460 year to date. Actual expenditure incurred is \$7,995.

Expenditure on the streetlight LED upgrade was budgeted to be \$302,780 year to date. Actual costs incurred are \$11,678. This project has been carried over from the previous financial year.

Minor improvement expenditure was budgeted at \$438,725 year to date. \$306,781 worth of work has been completed.

With the Long Term Plan now adopted and a new maintenance contractor in place, planning of work has now been completed and renewals work is now proceeding forward.

**Stormwater - \$159,000 F***Reason for variance*

Expenditure on stormwater reticulation was budgeted at \$145,835 year to date. Actual expenditure incurred is \$11,703.

**Wastewater - \$772,000 F***Reason for variance*

Expenditure on treatment and reticulation upgrades was budgeted at \$836,565 year to date. Actual expenditure incurred is \$205,913 and includes three water projects funded from a government grant.

Expenditure on pump station renewals was budgeted at \$145,250 year to date. No costs have been incurred.

**Water Supplies - \$2,023,000 F***Reason for variance*

Expenditure on reticulation upgrades and renewals was budgeted at \$3,490,245 year to date. Actual expenditure incurred is \$2,648,891. Works is continuing on the Twizel watermain renewals.

Expenditure on treatment upgrades was budgeted at \$1,008,785 year to date. Actual expenditure incurred is \$70,183, of which \$50,506 related to design and consultancy for Fairlie which was budgeted for in the prior year.

Expenditure on the Twizel water metering project, which is funded from a government grant, was budgeted to be \$134,480 year to date. No actual expenditure has been incurred.

Expenditure on the installation of potable water to remote properties, also funded from a government grant, was budgeted to be \$72,915 year to date. No actual costs have been incurred.



## 4. Statement of Financial Position – as at 30 November 2021

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	YTD Actual \$000's	30th June 2021 Actual \$000's
<b>ASSETS</b>		
<b>Current assets</b>		
Cash & Cash Equivalents	6,194	11,752
Receivables	5,473	3,355
Prepayments	4	84
Inventory	47	47
Financial assets current	8,459	9,459
<b>Total current assets</b>	<b>20,177</b>	<b>24,697</b>
<b>Non-current assets</b>		
Inventory term	558	558
Forestry investment	8,063	8,063
Intangible assets	968	968
Property plant & equipment	250,165	252,011
Financial assets Term	11,609	11,609
Capex Suspense	1,647	2
Investment Property	4,319	4,319
<b>Total non-current assets</b>	<b>277,329</b>	<b>277,530</b>
<b>Total assets</b>	<b>297,506</b>	<b>302,227</b>

**LIABILITIES****11****Current liabilities**

Creditors and deferred revenue	6,908	7,167
Provisions current	5	5
Employee entitlements current	251	298

<b>Total current liabilities</b>	<b>7,164</b>	<b>7,470</b>
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**Non-current liabilities**

Provisions term	58	58
Employee entitlements term	31	31

<b>Total non-current liabilities</b>	<b>89</b>	<b>89</b>
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<b>Total liabilities</b>	<b>7,253</b>	<b>7,559</b>
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<b>Net Assets</b>	<b>290,253</b>	<b>294,668</b>
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**EQUITY**

RatePayers Equity	125,412	130,111
Reserves	164,841	164,559

<b>Total equity</b>	<b>290,253</b>	<b>294,668</b>
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## 5. Statement of Cash Flows – as at 30 November 2021

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	YTD Actual \$000's	30th June 2021 Actual \$000's
<b>OPERATING ACTIVITIES</b>		
Revenue from Rates	719	11,226
Grants & Subsidies	706	4,164
Other Operating Funding	3,300	5,603
Financial & Development Contributions	581	1,006
Interest and Dividends from investments	112	549
Suppliers, Services and Employees	(7,393)	(11,225)
Finance Costs	-	(2)
<b>Net operating activities</b>	<b>(1,975)</b>	<b>11,321</b>
<b>INVESTING ACTIVITIES</b>		
Purchase of Assets	(3,731)	(7,098)
Purchase of Investments	-	3,033
Proceeds Asset Sales	148	1,600
<b>Net investing activities</b>	<b>(3,583)</b>	<b>(2,465)</b>
<b>FINANCING ACTIVITIES</b>		
<b>Net financing activities</b>	<b>-</b>	<b>-</b>
Cash movement	(5,558)	8,856
Opening Balance 1st July	11,752	2,896
<b>Closing Bank Balance</b>	<b>6,194</b>	<b>11,752</b>



## 6. Detailed Capital Projects – as at 30 November 2021

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Account	2021/22 YTD Actuals	2021/22 Full Year Budget	Variance to Full Year Budget
<b>Grand Total</b>	<b>3,761,912</b>	<b>26,954,044</b>	<b>23,192,132</b>
<b>Community and Township Services</b>			
353420. Resource Consent	2,800	10,000	7,200
353422. Plant and Equipment	0	118,500	118,500
361420. District Wide Projects	0	567	567
365422. Plant & Equipment	879	0	(879)
365430. Skatepark Project	0	95,000	95,000
366420. Implement of Development Plan	24,796	523,878	499,082
366440. Barbara Hay Reserve Upgrade	13,447	0	(13,447)
366442. D'Archiac Reserve Upgrade	12,091	0	(12,091)
367420. Implement of Development Plan	35,000	422,756	387,756
367421. Community Assets - Public Amnt	8,529	135,316	126,787
3674211. Lake Ruataniwha project	1,190	95,250	94,060
379421. Community Assets - Buildings	0	38,842	38,842
379424. Furniture & Fittings - Other	0	72,940	72,940
381421. Community Assets - Buildings	0	20,000	20,000
381424. Furniture & Fittings	0	5,000	5,000
382421. Community Assets - Buildings	4,598	294,885	290,287
382424. Furniture & Fittings - Other	1,501	49,154	47,654
384422. Plant and Equipment	2,200	226,000	223,800
385421. Comm Asset - Public Amenities	7,343	250,000	242,658
385422. Plant and Equipment	0	5,000	5,000
386421. Buildings	8,976	212,000	203,024
3864211. Fairlie Public Toilets	0	736,000	736,000
3864212. Lake Pukaki Public Toilets	3,195	966,000	962,805
3864213. TIF Project Management	11,913	0	(11,913)
389420. Land Improvements	615	16,000	15,385
391421. Buildings - Housing	0	13,378	13,378
	<b>139,070</b>	<b>4,306,466</b>	<b>4,167,396</b>

<b>Governance and Corporate Services</b>			
318428. Comms Projects	7,431	76,000	68,570
319400. Network Infrastructure	12,418	47,400	34,982
319402. Software	5,228	0	(5,228)
319422. Plant & Equipment	838	0	(838)
319428. Projects	4,483	40,110	35,627
320422. Plant & Equipment	0	30,300	30,300
368421. Building Renovations	0	1,000,000	1,000,000
368424. Furniture & Fittings - Other	6,557	0	(6,557)
369421. Building Renovations	13,607	0	(13,607)
369424. Furniture & Fittings - Other	397	2,108	1,711
408423. Vehicles	123,133	120,000	(3,133)
	<b>174,091</b>	<b>1,315,918</b>	<b>1,141,827</b>
<b>Planning and Regulation</b>			
334422. Plant & Equipment	51	50,000	49,949
	<b>51</b>	<b>50,000</b>	<b>49,949</b>
<b>Roading</b>			
354422. Plant & Equipment	0	20,000	20,000
355417. Rural Seal Extensions	0	12,000	12,000
3554211. Unsealed Road Metalling	135,869	700,000	564,131
3554212. Sealed Road Resurfacing	8,368	500,000	491,632
3554213. Drainage Renewal	10,688	90,000	79,312
3554214. Sealed Road Pavement Rehabilitation	3,315	130,000	126,685
3554215. Structures Component replacements bridges	1,074	30,000	28,926
3554216. Bridge & Structures Renewals	0	52,000	52,000
3554221. Environmental Renewals	789	24,500	23,711
3554222. Traffic Services Renewals	12,580	88,000	75,420
3554224. Cycle Path Renewal	4,680	465,500	460,820
3554225. Footpath Renewal	3,315	210,000	206,685
3554321. Streetlight LED Upgrade	11,678	726,667	714,990
3554341. Minor Improvements	306,781	1,052,936	746,155
3554451. Walking & Cycling Projects	6,911	0	(6,911)
	<b>506,047</b>	<b>4,101,603</b>	<b>3,595,556</b>
<b>Stormwater</b>			
352404. Stormwater Reticulation	11,703	350,000	338,297
413442. Stormwater Mgmt Control (Flooding) - Alloway, Fairlie	0	25,000	25,000
413445. Realign/Replace Sloane St SW timber box culvert	0	34,670	34,670
	<b>11,703</b>	<b>409,670</b>	<b>397,967</b>

<b>Tourism, Economic Development and Commercial</b>			
403420. Land - Admin & Operating	0	25,000	25,000
407400. Computer Equipment	0	112,220	112,220
	<b>0</b>	<b>137,220</b>	<b>137,220</b>
<b>Waste water</b>			
350418. Sewer Reticulation - New	265	400,000	399,735
350419. Sewer Treatment - New	10,714	200,000	189,286
350427. Pump Station Renewal	0	300,000	300,000
411444. Upsize foul sewer - Fairlie Golf Course	0	35,000	35,000
411446. Rising Main Mackenzie Park to Twizel WWTP - Design	42,239	14,690	(27,549)
411447. Rising Main Mackenzie Park to Twizel WWTP - Construct	94,356	990,000	895,644
411448. Lakeside WW pump station - Design/Construct	0	48,598	48,598
4114492. Deer Fence ponds - Tek, Fle	0	15,000	15,000
411452. Burkes Pass WWTP upgrade - install outlet flow meter	32,666	25,540	(7,126)
411453. Burkes Pass WWTP upgrade - baffles	0	50,000	50,000
411458. WWTP monitoring equip - design & install	0	210,000	210,000
411461. WWTP Influent Screens Design - 3 Sites	25,674	22,525	(3,149)
411470. Connect Allandale Rd WW to Fairlie WW Network	0	45,000	45,000
	<b>205,913</b>	<b>2,356,353</b>	<b>2,150,440</b>
<b>Water Supplies</b>			
342404. Reticulation Extension	0	54,660	54,660
342427. Water Pump Stations	5,963	0	(5,963)
349404. Reticulation	2,648,891	8,321,928	5,673,037
349405. Water Head Works	50,506	0	(50,506)
349406. Treatment - New	19,677	2,421,080	2,401,403
349407. Service Connections - Renewal	0	100,000	100,000
412464. Water Metering Trial - Twizel (part) Install	0	322,753	322,753
412467. Potable Water Supply to remote properties - install new	0	175,000	175,000
	<b>2,725,036</b>	<b>11,395,421</b>	<b>8,670,385</b>
<b>Vested Assets</b>			
349403. Vested Assets	0	709,830	709,830
350403. Vested Assets	0	1,071,198	1,071,198
352403. Vested Assets	0	402,667	402,667
3554193. Vested Assets	0	697,698	697,698
	<b>0</b>	<b>2,881,393</b>	<b>2,881,393</b>

## 7. Investments – as at 30 November 2021

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Institution	Category	Start Date	Days	Maturity	Rate	Amount
<b>Term Deposits</b>						
BNZ	General	07-Sep-2021	212	07-Apr-2022	1.37%	2,000,000
BNZ	Pukaki Airport	23-Jun-2021	180	20-Dec-2021	1.09%	2,418,756
Westpac	General	26-Aug-2021	180	22-Feb-2022	1.25%	2,000,000
Westpac	General	26-Aug-2021	273	26-May-2022	1.40%	2,000,000
						<b>8,418,756</b>
<b>Bonds</b>						
BNZ				17-Dec-2025	2.728%	500,000
Genesis				18-Mar-2022	4.140%	275,000
China Construction Bank (NZ)				19-Jun-2023	4.005%	500,000
						<b>1,275,000</b>



**Mackenzie**  
DISTRICT COUNCIL

# Financial Performance

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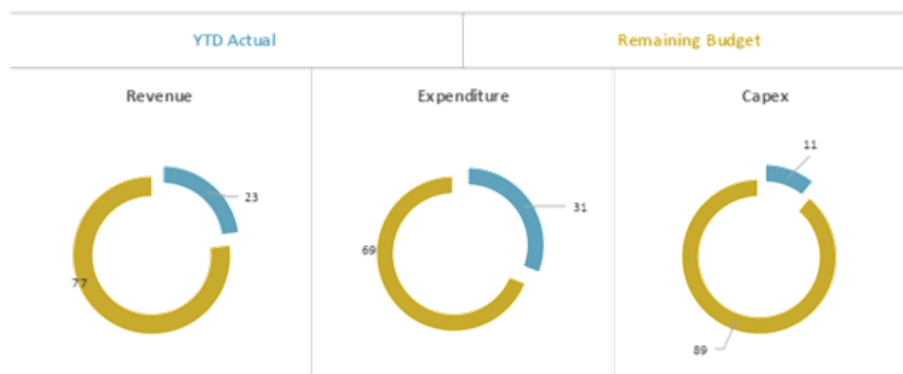
**October 2021**

# Financial Performance

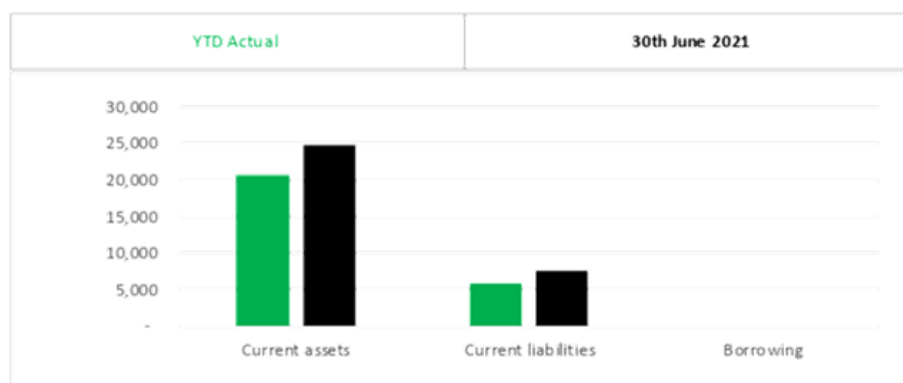
## REVISION HISTORY

<b>Date Created:</b>	November 2021
<b>Department:</b>	Finance
<b>Sponsor:</b>	General Manager – Corporate Services
<b>Approved by:</b>	Chief Executive Officer
<b>New Review Date:</b>	December 2021

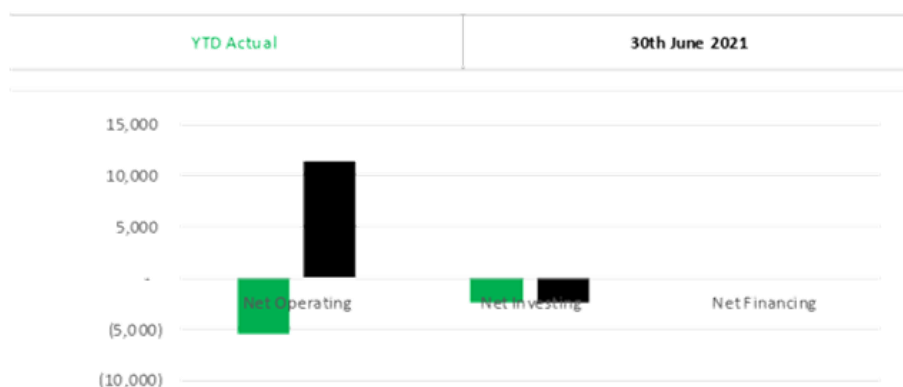
## 1. Financial Summary – as at 31 October 2021



### Financial Position - Balances



### Cashflow - Movements





## 2. Council Performance – as at 31 October 2021

2

		Year to Date			Full year	YTD Actual % of
	Actual	Budget	Variance	Budget	Budget	FY Budget
	\$000's	\$000's	\$000's		\$000's	
Operating Revenue						
Rates	4,098	4,098	-		12,295	33%
Subsidies and Grants	706	1,082	(376)	●	9,456	7%
Development and Financial Contributions	302	561	(259)	●	1,684	18%
Fees and Charges	609	684	(75)		1,912	32%
Interest Revenue	19	22	(3)		129	15%
Other Revenue	553	795	(242)	●	2,176	25%
Total Operating Revenue	6,287	7,242	(955)		27,652	23%
Operating Expenditure						
Personnel Costs	1,408	1,701	293	●	5,104	28%
Depreciation and amortisation expense	1,482	1,476	(6)		4,429	33%
Other Expenses	4,863	5,194	331	●	15,232	32%
Total Operating Expenditure	7,753	8,371	618		24,765	31%
Operating Surplus/(Deficit)	(1,466)	(1,129)	(337)		2,887	
Capital Expenditure						
Community and Township Services	95	1,412	1,317	●	4,307	2%
Governance and Corporate Services	193	439	246	●	1,316	15%
Planning and Regulation	-	17	17		50	0%
Roading	435	1,367	932	●	4,102	11%
Stormwater	12	137	125	●	410	3%
Tourism, Economic Development and Commerci	-	46	46		137	0%
Wastewater	175	785	610	●	2,356	7%
Water Supplies	1,754	3,798	2,044	●	11,395	15%
Total Capital Expenditure	2,664	8,001	5,337		24,073	11%

*Note: The full year budget for the Capital Expenditure does not include vested assets*



## Council Performance – Variance Analysis

Variances of more than \$100,000 are explained.

F (favourable variance) means that either actual revenue is greater than budget or actual expenditure is less than budget.

U (unfavourable variance) is when actual revenue is less than budget or actual expenditure is greater than budget.

## Operating Revenue

### Subsidies and grants - \$376,000 U

#### *Reason for variance*

Unbudgeted income of \$250,000 has been received for the Mayors Taskforce for Jobs funding.

Subsidies from Waka Kotahi for roading were budgeted at \$922,772 year to date. Actual income received is \$437,304. Subsidies are lower than budgeted due to lower capital expenditure to date.

Grant funding for Destination Mackenzie was budgeted at \$153,668 year to date. No monies have been received to date.

### Development and financial contributions - \$259,000 U

#### *Reason for variance*

Subdivision reserve contributions were budgeted at \$83,332 year to date. Actual subdivision contributions received is \$246,769.

Income from financial contributions for water, wastewater and stormwater were budgeted to be \$478,120 year to date. Actual income received from financial contributions is \$55,343.

Income from contributions is dependent on subdivision development in the district.

### Other revenue - \$242,000 U

#### *Reason for variance*

Income from timber sales was budgeted to be \$346,116 year to date. Actual income received is \$147,892.

Timber sales are significantly less than budgeted due to a delay in harvesting one of the plantations.

Income is expected to be received in the final quarter of the year.

## Operating Expenditure

### Personnel costs - \$293,000 F

#### *Reason for variance*

There are a number of vacancies throughout the Council. This variance will reduce as recruitment progresses throughout the year. The favourable variance is offset by increased costs over budget in consultancy and contractors, specifically Corporate Services, Water and Regulatory.

**Other expenses - \$331,000 F***Reason for variance*

There are a number of areas which have contributed to this favourable variance and further detail and explanations provided within the activity performance variance analysis. Contributing factors include the following:

- District Plan Review – consultants
- Building Control -contract inspection and processing
- Information and Engagement – corporate planning support
- Urban Sewerage – three waters reform projects funded via a government grants package

### 3. Activity Performance – as at 31 October 2021

	Actual	Year to Date		Full year	YTD Actual % of
	\$000's	Budget	Variance	Budget	FY Budget
		\$000's	\$000's	\$000's	
Operating Revenue					
Community and Township Services	1,389	1,418	(29)	5,686	24%
Governance and Corporate Services	1,919	2,017	(98)	6,058	32%
Planning and Regulation	1,012	915	97	2,912	35%
Roading	838	1,320	(482)	3,968	21%
Stormwater	39	93	(54)	339	12%
Tourism, Economic Development and Commerce	221	265	(44)	795	28%
Wastewater	322	486	(164)	4,638	7%
Water Supplies	547	728	(181)	3,256	17%
Total Operating Revenue	6,287	7,242	(955)	27,652	23%
Operating Expenditure					
Community and Township Services	1,171	1,421	250	4,212	28%
Governance and Corporate Services	2,210	2,058	(152)	6,044	37%
Planning and Regulation	854	1,345	491	4,042	21%
Roading	1,564	1,442	(122)	4,319	36%
Stormwater	41	41	-	122	34%
Tourism, Economic Development and Commerce	567	454	(113)	1,340	42%
Wastewater	658	899	241	2,613	25%
Water Supplies	688	711	23	2,073	33%
Total Operating Expenditure	7,753	8,371	618	24,765	31%
Operating Surplus/(Deficit)	(1,466)	(1,129)	(337)	2,887	
Capital Expenditure					
Community and Township Services	95	1,412	1,317	4,307	2%
Governance and Corporate Services	193	439	246	1,316	15%
Planning and Regulation	-	17	17	50	0%
Roading	435	1,367	932	4,102	11%
Stormwater	12	137	125	410	3%
Tourism, Economic Development and Commerce	-	46	46	137	0%
Wastewater	175	785	610	2,356	7%
Water Supplies	1,754	3,798	2,044	11,395	15%
Total Capital Expenditure	2,664	8,001	5,337	24,073	11%



*Note: The full year budget for the Capital Expenditure does not include vested assets*

### **Activity Performance – Variance Analysis**

Variances of more than \$100,000 are explained.

F (favourable variance) means that either actual revenue is greater than budget or actual expenditure is less than budget.

U (unfavourable variance) is when actual revenue is less than budget or actual expenditure is greater than budget.

### **Operating Revenue**

#### **Roading - \$482,000 U**

##### *Reason for variance*

Subsidies from Waka Kotahi for roading were budgeted at \$922,772 year to date. Actual income received is \$437,304. Subsidies are lower than budgeted due to lower capital expenditure to date.

#### **Wastewater - \$164,000 U**

##### *Reason for variance*

Financial contributions were budgeted at \$133,332 year to date. Actual income received is \$19,393. Financial contributions are dependent on developer activity.

#### **Water Supplies - \$181,000 U**

##### *Reason for variance*

Financial contributions were budgeted at \$233,332 year to date. Actual income received is \$32,539. Financial contributions are dependent on developer activity.

### **Operating Expenditure**

#### **Community and Township Services - \$250,000 F**

##### *Reason for variance*

Operational and maintenance costs were budgeted at \$1,173,990 year to date. Actual expenditure incurred is \$940,075. The favourable variance is made up of several underspends but specifically in unplanned maintenance, township projects and refuse collection costs due to Covid19.

#### **Governance and Corporate Services \$152,000 U**

##### *Reason for variance*

Consultancy expenditure was budgeted at \$119,788 year to date. Actual expenditure incurred is \$377,388 and relates to additional resource required to progress and complete the Annual Report and the LTP, as well as additional costs incurred for an unbudgeted review undertaken by LGNZ. A favourable variance in employment expenses of \$187,441 due to vacant positions does offset this variance. As positions are filled these variances in both expenditure lines will reduce.

Administration costs were budgeted at \$372,579 year to date. Actual costs incurred are \$449,118 and relate to expenditure on building assessments across the district (this is to be funded from the Real Estate Investment Reserve), audit costs for the LTP which were budgeted in the prior year, and the timing of software licenses.

**Planning and Regulation \$491,000 F***Reason for variance*

Planning operational and consultancy expenditure was budgeted to be \$597,472 year to date. Actual expenditure incurred is \$253,688. Expenditure on the District Plan Review was less than anticipated year to date, while costs have been incurred for Plan Change 18 appeal costs, technical planning support and work on the water services bill submission.

Regulatory operational and consultancy expenditure was budgeted to be \$749,828 year to date. Actual expenditure incurred is \$600,673. The budget includes costs for contract inspection and processing and is reliant on building activity in the district, which has been slowed due to Covid19.

**Roading - \$122,000 U***Reason for variance*

Operational and maintenance costs were budgeted to be \$466,576 year to date. Actual costs incurred are \$619,749 and relate to unbudgeted emergency reinstatement requirements from the May flooding event.

**Tourism, Economic Development and Commercial - \$113,000 U***Reason for variance*

Plantation expenditure was budgeted to be \$56,856 year to date. Actual costs incurred are \$127,928 and relate to overspends in tree purchases and planting of the Woodburn and Burkes Pass plantations, spraying of all plantations and earthworks in the Strathallan plantation.

Unbudgeted expenditure of \$69,772 has been paid out in respect of the Mayors Taskforce for Jobs. This unfavourable variance is offset by a favourable variance in other revenue.

Fencing of sections at the Pukaki airport was undertaken as required by the CAA. This expenditure was unbudgeted.

Contributions for Economic Development contract costs are higher than budget but contributions for the Tourism contract costs are lower than budget.

Additional expenditure has been incurred on engagement costs for the Destination Mackenzie project.

**Wastewater - \$241,000 F***Reason for variance*

Operational and maintenance expenditure was budgeted at \$734,992 year to date. Actual expenditure incurred is \$509,498 and includes work proceeding on the three waters reform projects which is funded from a Government grant.



## Capital Expenditure



### Community and Township Services - \$1,317,000 F

#### *Reason for variance*

Expenditure on the Twizel community hall was budgeted at \$114,680 year to date. \$1,876 been incurred.

Expenditure on public toilets was budgeted at \$638,000 year to date. Actual costs incurred are \$8,976.

Expenditure on the implementation of the Tekapo Township development plan was budgeted to be \$174,628 year to date. Actual expenditure incurred is \$33,329 and includes expenditure on the Barbara Hay and D'Archiac reserves upgrades, which will both be funded from the Land Subdivision Reserve.

Expenditure on the Strathconan swimming pool supplementary heating and upgrades were budgeted at \$52,000 year to date. No actual costs have been incurred.

Expenditure on the Twizel swimming pool supplementary heating and upgrades were budgeted at \$85,000 year to date. Actual expenditure incurred is \$3,230.

Expenditure on the implementation of the Twizel Township development plan was budgeted to be \$140,920 year to date. Actual expenditure incurred is \$35,000 for a shared use path which will be funded from the Land Subdivision Reserve.

Expenditure on the Lake Ruataniwha Reserve management plan was budgeted at \$31,752 year to date. Actual costs incurred are \$1,190, which will be funded from the Land Subdivision Reserve.

Expenditure on Twizel community public amenity assets were budgeted at \$45,104 year to date. Actual costs incurred are \$7,377 and relate to design work for the ramp and steps to be installed in Twizel Market Place.

Expenditure on the Mackenzie Community Centre upgrades were budgeted at \$37,260 year to date. No actual costs have been incurred.

Expenditure on plant and equipment purchases for Waste Management were budgeted at \$39,500 year to date. No costs have been incurred.

### Governance and Corporate Services - \$246,000 F

#### *Reason for variance*

Building renovations on the Fairlie Council building were budgeted at \$333,332 year to date. \$6,557 has been incurred on the installation of an air conditioning curtain over the front door. This will be paid from reserves.

Expenditure on vehicle replacements was budgeted at \$40,000 year to date. Actual costs incurred are \$144,185. Vehicles are purchased when available with suppliers so often are not in line with the budget. There are three cars to be sold in December and the government rebate to be credited in November which will bring the spending back within the budget.

### Roading - \$932,000 F

#### *Reason for variance*

Expenditure on unsealed road metalling and sealed road resurfacing and rehabilitation and drainage renewal was budgeted at \$473,332 year to date. Actual expenditure incurred is \$131,111.

Footpath and cyclepath renewals were budgeted at \$225,168 year to date. Actual expenditure incurred is \$4,680.

Expenditure on the streetlight LED upgrade was budgeted to be \$242,224 year to date. Actual costs incurred are \$11,678. This project has been carried over from the previous financial year.

Minor improvement expenditure was budgeted at \$350,980 year to date. \$269,542 worth of work has been completed.

**Stormwater - \$125,000 F**

*Reason for variance*

Expenditure on stormwater reticulation was budgeted at \$116,668 year to date. Actual expenditure incurred is \$11,703.

**Wastewater - \$610,000 F**

*Reason for variance*

Expenditure on treatment and reticulation upgrades was budgeted at \$637,584 year to date. Actual expenditure incurred is \$174,861 and includes three water projects funded from a government grant.

Expenditure on pump station renewals was budgeted at \$116,200 year to date. No costs have been incurred.

**Water Supplies - \$2,044,000 F**

*Reason for variance*

Expenditure on reticulation upgrades and renewals was budgeted at \$2,861,968 year to date. Actual expenditure incurred is \$1,685,628. Works is continuing on the Twizel watermain renewals.

Expenditure on treatment upgrades was budgeted at \$807,028 year to date. Actual expenditure incurred is \$62,152, of which \$44,060 related to design and consultancy for Fairlie which was budgeted for in the prior year.

Expenditure on the Twizel water metering project, which is funded from a government grant, was budgeted to be \$107,584 year to date. No actual expenditure has been incurred.

Expenditure on the installation of potable water to remote properties, also funded from a government grant, was budgeted to be \$58,332 year to date. No actual costs have been incurred.



## 4. Statement of Financial Position – as at 31 October 2021

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	YTD Actual \$000's	30th June 2021 Actual \$000's
<b>ASSETS</b>		
<b>Current assets</b>		
Cash & Cash Equivalents	3,774	11,752
Receivables	4,377	3,355
Prepayments	4	84
Inventory	47	47
Financial assets current	12,459	9,459
<b>Total current assets</b>	<b>20,661</b>	<b>24,697</b>
<b>Non-current assets</b>		
Inventory term	558	558
Forestry investment	8,063	8,063
Intangible assets	968	968
Property plant & equipment	250,529	252,011
Financial assets Term	11,609	11,609
Capex Suspense	549	2
Investment Property	4,319	4,319
<b>Total non-current assets</b>	<b>276,595</b>	<b>277,530</b>
<b>Total assets</b>	<b>297,256</b>	<b>302,227</b>

**LIABILITIES****11****Current liabilities**

Creditors and deferred revenue	5,669	7,167
Provisions current	5	5
Employee entitlements current	251	298

<b>Total current liabilities</b>	<b>5,925</b>	<b>7,470</b>
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**Non-current liabilities**

Provisions term	58	58
Employee entitlements term	31	31

<b>Total non-current liabilities</b>	<b>89</b>	<b>89</b>
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<b>Total liabilities</b>	<b>6,014</b>	<b>7,559</b>
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<b>Net Assets</b>	<b>291,242</b>	<b>294,668</b>
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**EQUITY**

RatePayers Equity	126,401	130,111
Reserves	164,841	164,559

<b>Total equity</b>	<b>291,242</b>	<b>294,668</b>
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## 5. Statement of Cash Flows – as at 31 October 2021

12

	YTD Actual \$000's	30th June 2021 Actual \$000's
<b>OPERATING ACTIVITIES</b>		
Revenue from Rates	1,561	11,226
Grants & Subsidies	706	4,164
Other Operating Funding	3,264	5,603
Financial & Development Contributions	302	1,006
Interest and Dividends from investments	93	549
Suppliers, Services and Employees	(11,388)	(11,225)
Finance Costs	-	(2)
<b>Net operating activities</b>	<b>(5,462)</b>	<b>11,321</b>
<b>INVESTING ACTIVITIES</b>		
Purchase of Assets	(2,664)	(7,098)
Purchase of Investments	-	3,033
Proceeds Asset Sales	148	1,600
<b>Net investing activities</b>	<b>(2,516)</b>	<b>(2,465)</b>
<b>FINANCING ACTIVITIES</b>		
<b>Net financing activities</b>	<b>-</b>	<b>-</b>
Cash movement	(7,978)	8,856
Opening Balance 1st July	11,752	2,896
<b>Closing Bank Balance</b>	<b>3,774</b>	<b>11,752</b>

## 6. Detailed Capital Projects – as at 31 October 2021

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Account	2021/22 YTD Actuals	2021/22 Full Year Budget	Variance to Full Year Budget
<b>Grand Total</b>	<b>2,663,621</b>	<b>26,954,044</b>	<b>24,290,423</b>
<b>Community and Township Services</b>			
353420. Resource Consent	2,800	10,000	7,200
353422. Plant and Equipment	0	118,500	118,500
361420. District Wide Projects	0	567	567
365422. Plant & Equipment	1,261	0	(1,261)
365430. Skatepark Project	0	95,000	95,000
366420. Implement of Development Plan	10,775	523,878	513,103
366440. Barbara Hay Reserve Upgrade	13,447	0	(13,447)
366442. D'Archiac Reserve Upgrade	9,107	0	(9,107)
367420. Implement of Development Plan	35,000	422,756	387,756
367421. Community Assets - Public Amnt	7,377	135,316	127,939
3674211. Lake Ruatanui ha project	1,190	95,250	94,060
379421. Community Assets - Buildings	0	38,842	38,842
379424. Furniture & Fittings - Other	0	72,940	72,940
381421. Community Assets - Buildings	0	20,000	20,000
381424. Furniture & Fittings	0	5,000	5,000
382421. Community Assets - Buildings	375	294,885	294,510
382424. Furniture & Fittings - Other	1,501	49,154	47,654
384422. Plant and Equipment	0	226,000	226,000
385421. Comm Asset - Public Amenities	3,230	250,000	246,770
385422. Plant and Equipment	0	5,000	5,000
386421. Buildings	8,976	212,000	203,024
3864211. Fairlie Public Toilets	0	736,000	736,000
3864212. Lake Pukaki Public Toilets	0	966,000	966,000
389420. Land Improvements	0	16,000	16,000
391421. Buildings - Housing	0	13,378	13,378
	<b>95,038</b>	<b>4,306,466</b>	<b>4,211,428</b>
<b>Governance and Corporate Services</b>			
318428. Comms Projects	7,431	76,000	68,570
319400. Network Infrastructure	12,418	47,400	34,982
319402. Software	5,228	0	(5,228)
319428. Projects	4,483	40,110	35,627
320422. Plant & Equipment	0	30,300	30,300
368421. Building Renovations	0	1,000,000	1,000,000
368424. Furniture & Fittings - Other	6,557	0	(6,557)
369421. Building Renovations	12,983	0	(12,983)
369424. Furniture & Fittings - Other	0	2,108	2,108
408423. Vehicles	144,185	120,000	(24,185)
	<b>193,285</b>	<b>1,315,918</b>	<b>1,122,633</b>

<b>Planning and Regulation</b>			
334422. Plant & Equipment	51	50,000	49,949
	<b>51</b>	<b>50,000</b>	<b>49,949</b>
<b>Roading</b>			
354422. Plant & Equipment	0	20,000	20,000
355417. Rural Seal Extensions	0	12,000	12,000
3554211. Unsealed Road Metalling	120,982	700,000	579,018
3554212. Sealed Road Resurfacing	0	500,000	500,000
3554213. Drainage Renewal	10,129	90,000	79,871
3554214. Sealed Road Pavement Rehabilitation	0	130,000	130,000
3554215. Structures Component replacements bridges	0	30,000	30,000
3554216. Bridge & Structures Renew als	0	52,000	52,000
3554221. Environmental Renew als	0	24,500	24,500
3554222. Traffic Services Renew als	11,019	88,000	76,981
3554224. Cycle Path Renewal	4,680	465,500	460,820
3554225. Footpath Renewal	0	210,000	210,000
3554321. Streetlight LED Upgrade	11,678	726,667	714,990
3554341. Minor Improvements	269,542	1,052,936	783,394
3554451. Walking & Cycling Projects	6,911	0	(6,911)
	<b>434,941</b>	<b>4,101,603</b>	<b>3,666,662</b>
<b>Stormwater</b>			
352404. Stormwater Reticulation	11,703	350,000	338,297
413442. Stormwater Mgmt Control (Flooding) - Alloway, Fairlie	0	25,000	25,000
413445. Realign/Replace Sloane St SW timber box culvert	0	34,670	34,670
	<b>11,703</b>	<b>409,670</b>	<b>397,967</b>
<b>Tourism, Economic Development and Commercial</b>			
403420. Land - Admin & Operating	0	25,000	25,000
407400. Computer Equipment	0	112,220	112,220
	<b>0</b>	<b>137,220</b>	<b>137,220</b>
<b>Wastewater</b>			
350418. Sewer Reticulation - New	265	400,000	399,735
350419. Sewer Treatment - New	4,505	200,000	195,495
350427. Pump Station Renewal	0	300,000	300,000
411444. Upsize foul sewer - Fairlie Golf Course	0	35,000	35,000
411446. Rising Main Mackenzie Park to Twizel WWTP - Design	35,783	14,690	(21,093)
411447. Rising Main Mackenzie Park to Twizel WWTP - Construct	92,046	990,000	897,954
411448. Lakeside WW pump station - Design/Construct	0	48,598	48,598
4114492. Deer Fence ponds - Tek, Fle	0	15,000	15,000
411452. Burkes Pass WWTP upgrade - install outlet flow meter	16,918	25,540	8,623
411453. Burkes Pass WWTP upgrade - baffles	0	50,000	50,000
411458. WWTP monitoring equip - design & install	0	210,000	210,000
411461. WWTP Influent Screens Design - 3 Sites	25,344	22,525	(2,819)
411470. Connect Allandale Rd WW to Fairlie WW Network	0	45,000	45,000
	<b>174,860</b>	<b>2,356,353</b>	<b>2,181,493</b>

<b>Water Supplies</b>			
342404. Reticulation Extension	0	54,660	54,660
342427. Water Pump Stations	5,963	0	(5,963)
349404. Reticulation	1,685,628	8,321,928	6,636,300
349405. Water Head Works	44,060	0	(44,060)
349406. Treatment - New	18,092	2,421,080	2,402,988
349407. Service Connections - Renewal	0	100,000	100,000
412464. Water Metering Trial - Twizel (part) Install	0	322,753	322,753
412467. Potable Water Supply to remote properties - install new	0	175,000	175,000
	<b>1,753,743</b>	<b>11,395,421</b>	<b>9,641,678</b>
<b>Vested Assets</b>			
349403. Vested Assets	0	709,830	709,830
350403. Vested Assets	0	1,071,198	1,071,198
352403. Vested Assets	0	402,667	402,667
3554193. Vested Assets	0	697,698	697,698
	<b>0</b>	<b>2,881,393</b>	<b>2,881,393</b>

## 7. Investments – as at 31 October 2021

Institution	Category	Start Date	Days	Maturity	Rate	Amount
<b>Term Deposits</b>						
BNZ	General	11-May-2021	180	07-Nov-2021	1.00%	2,000,000
BNZ	General	28-May-2021	180	24-Nov-2021	0.95%	2,000,000
BNZ	General	07-Sep-2021	212	07-Apr-2022	1.37%	2,000,000
BNZ	Pukaki Airport	23-Jun-2021	180	20-Dec-2021	1.09%	2,418,756
Westpac	General	26-Aug-2021	180	22-Feb-2022	1.25%	2,000,000
Westpac	General	26-Aug-2021	273	26-May-2022	1.40%	2,000,000
						<b>12,418,756</b>
<b>Bonds</b>						
BNZ				17-Dec-2025	2.728%	500,000
Genesis				18-Mar-2022	4.140%	275,000
China Construction Bank (NZ)				19-Jun-2023	4.005%	500,000
						<b>1,275,000</b>



**Mackenzie**  
DISTRICT COUNCIL



## 6.2 ADOPTION OF STRATEGIC ROUTES

**Author:** Christine Scannell, Compliance Officer, Building

**Authoriser:** David Adamson, General Manager Operations - Acting

**Attachments:** 1. Strategic Routes Final Document [↓](#) 

### PURPOSE OF REPORT

The purpose of this report is for Council to consider adoption of the Strategic Routes and Priority Thoroughfares Identification document.

### STAFF RECOMMENDATIONS

1. That the report on the Strategic Routes be received.
2. That Council adopt the Strategic Routes and Priority Thoroughfares Identification document.

### BACKGROUND

Changes in 2017 to the Building Act 2004 required that Mackenzie District Council identify possible Earthquake Prone Buildings and where these impact possible Strategic Routes and Priority Thoroughfare. The document has been approved by Council to be submitted for public consultation. Public Consultation has been undertaken, with one submission in favour of the proposal. They did not wish to appear at a hearing and had no changes to the proposal.

### POLICY STATUS

Public consultation was undertaken between 30 June and 30 July 2021 with the only submission not suggesting any change.

Before the priority buildings are identified this document is required by the Building Act 2014 to be adopted by the Council.

### SIGNIFICANCE OF DECISION

The decision to adopt the Strategic Routes and Priority Thoroughfares document will decide which buildings in the Mackenzie area (excluding Aoraki Mt Cook) fall into a priority category (strengthened within 12 years 6 months) or other category (strengthened within 25 years). It will also provide information for future planning of earthquake prone areas.

### OPTIONS

Options for Council to consider are:

- Adopt the Strategic Routes and Priority Thoroughfares document; or
- Instruct staff to make amendments to the Strategic Routes and Priority Thoroughfares document and adopt the revised document inclusive of those specified changes.

**CONSIDERATIONS****Legal**

The Building Act 2004 Clause 133AC requires the Territorial Authority to identify potentially Earthquake Prone Buildings – Priority buildings by 2021. This document is required to ensure they are correctly identified.

**Financial**

There are no financial implications known to the Council from adopting the Strategic Routes and Priority Thoroughfares document.

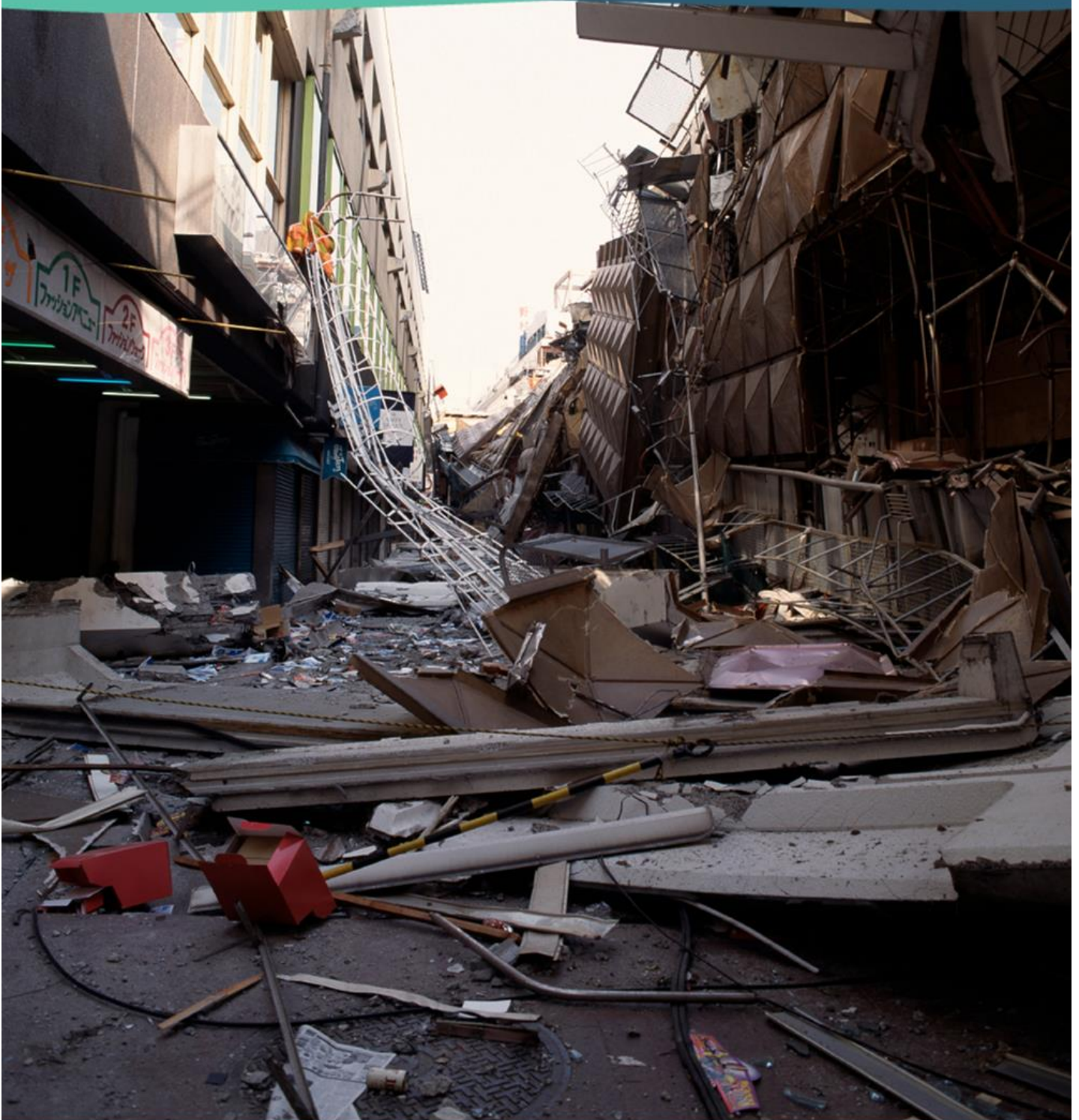
**Other**

Not applicable.

**CONCLUSION**

This paper seeks that Council adopt the Strategic Routes and Priority Thoroughfares document.

# Strategic Routes & Priority Thoroughfares



January 2022

# Background



Changes in 2017 to the Building Act 2004 required that Mackenzie District Council identify possible Earthquake Prone Buildings and where these impact possible Strategic Routes and Priority Thoroughfare. Public Consultation has been undertaken, with one submission in favour of the proposal.

The assessment of earthquake-prone buildings is based on seismic risk areas – high, medium and low. The legislation introduces set timeframes to assess and remediate buildings. It focuses on the most vulnerable buildings in terms of public safety, primarily non-residential buildings, although it does include larger residential buildings of two or more stories containing three or more household units, few of which exist in the Mackenzie district.

## **Identifying the priority thoroughfares and strategic routes.**

To identify priority buildings, we first identified priority thoroughfares and strategic routes. A thoroughfare warrants prioritising due to its high pedestrian and vehicular movements, and if it is at risk if an Unreinforced Masonry Building (URM) was to collapse on it during an earthquake.

## **What is a Strategic Route?**

A strategic route warrants prioritisation if the route would be blocked should an unreinforced masonry building collapse on it during an earthquake, preventing emergency response. These strategic routes are routes for emergency services to gain access after an event, and are essential for a number of reasons, most importantly saving lives.

Buildings impeding a strategic transport route in an earthquake could delay an emergency response to the detriment of the community (i.e. loss of life if access to emergency care is not possible).



# Criteria Used for the Maps



We applied one or more of the following criteria to identifying roads, footpaths or other thoroughfare that could be a priority thoroughfare or strategic route.

## 1. High Pedestrian areas (people not in vehicles)

Description of use	Description of area	Example of application to small town or rural
Areas relating to social or utility activities.	Areas where shops or other services are located.	Areas such as the shopping area on the main street, the local pub, community centre.
Areas related to work.	Areas where concentrations of people move around and work.	Areas around businesses in small towns and rural areas where there is a concentration of workers in numbers larger than small shops and cafes.
Areas relating to transport.	Areas where concentrations of people access transport.	Areas around bus stops, train stations and tourist centres.

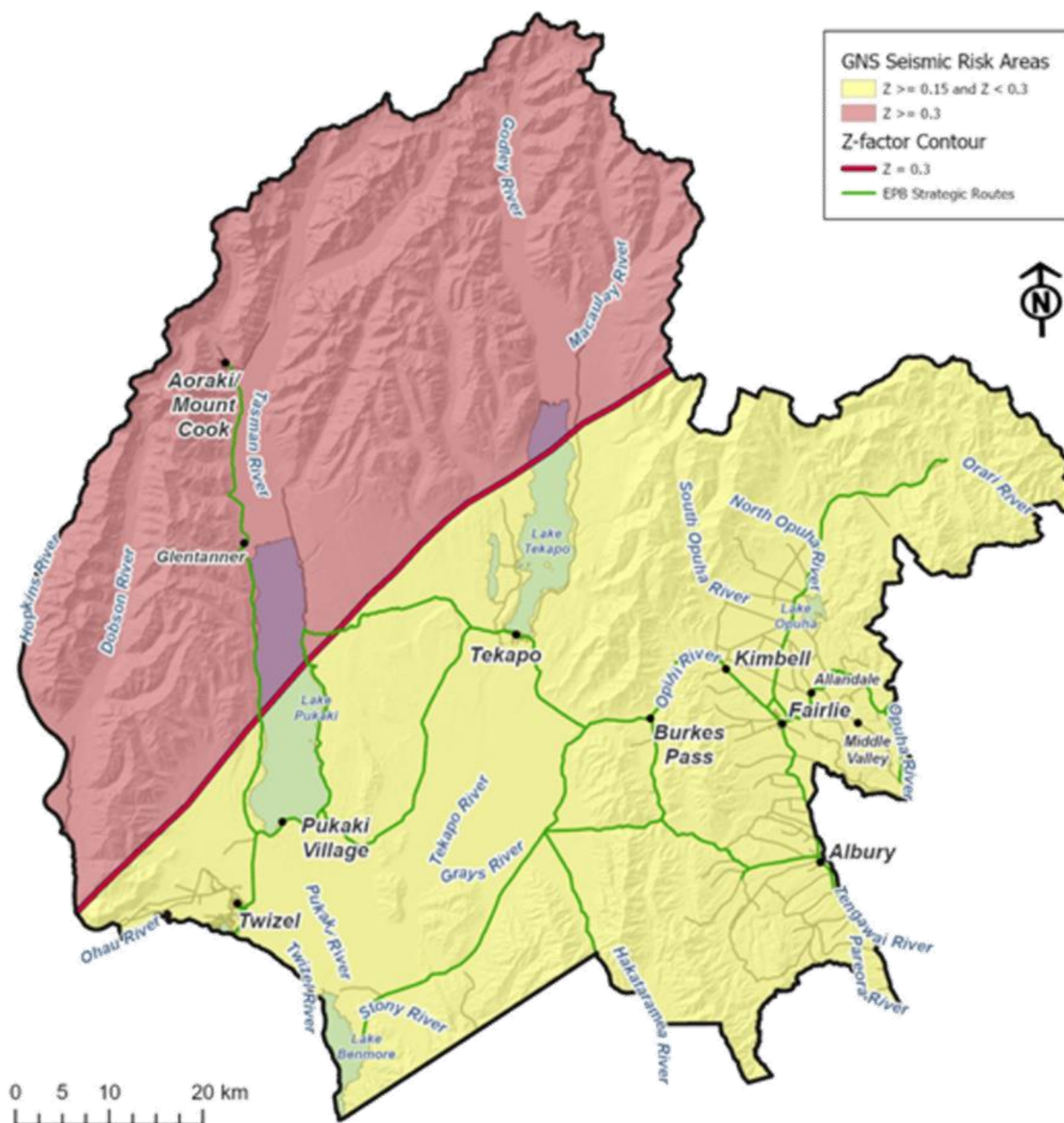
## 2. Areas with high vehicular traffic (people in motor vehicles/on bikes)

Description of use	Description of area	Example of application to small town or rural
Key traffic routes.	Key traffic routes regularly used by vehicles including public transport.	Well trafficked main streets or sections of state highways, arterial routes.
Areas with concentrations of vehicles.	Areas where high concentrations of vehicles build up.	Busy Intersections.

## 3. Emergency routes likely to be used by emergency services when:

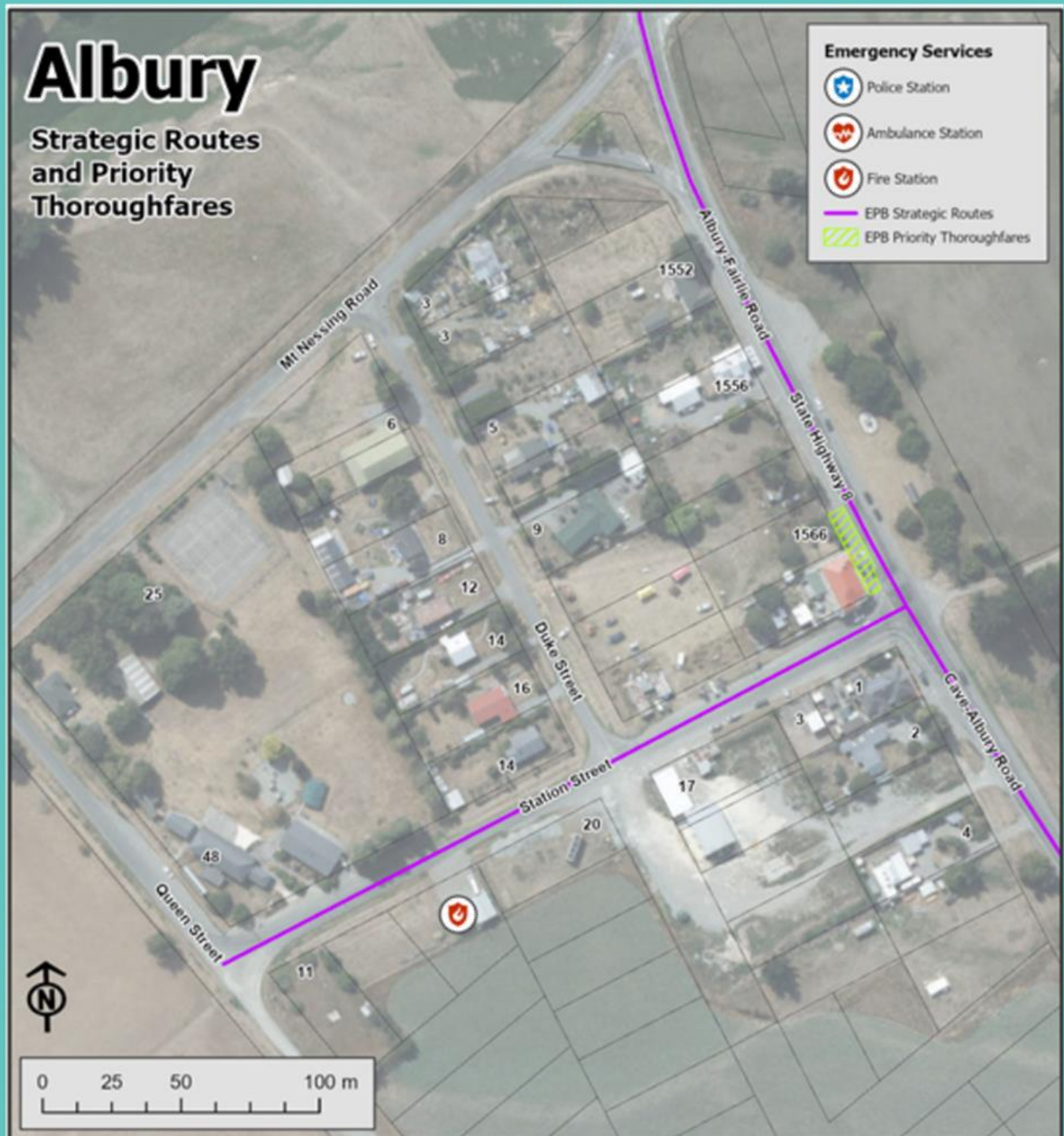
- Transiting from their bases to areas of need in a major event or to central services such as hospitals, where there are no alternative routes available, and;
- When at least one building located on the route would impede the route if it collapsed in an earthquake.

# Mackenzie Seismic Risk Area

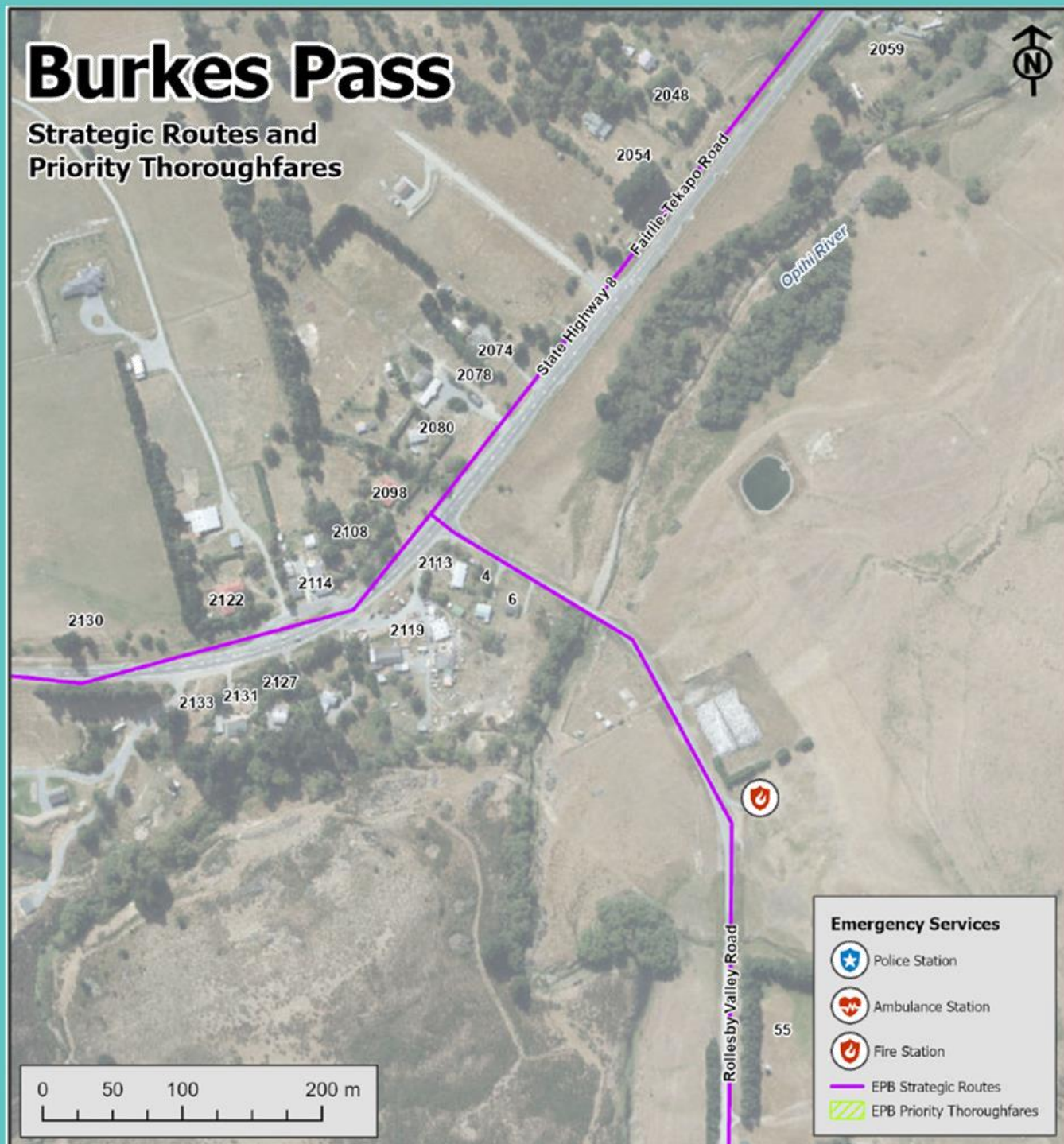


Source: Ministry for Business, Innovation and Employment.





# Burkes Pass



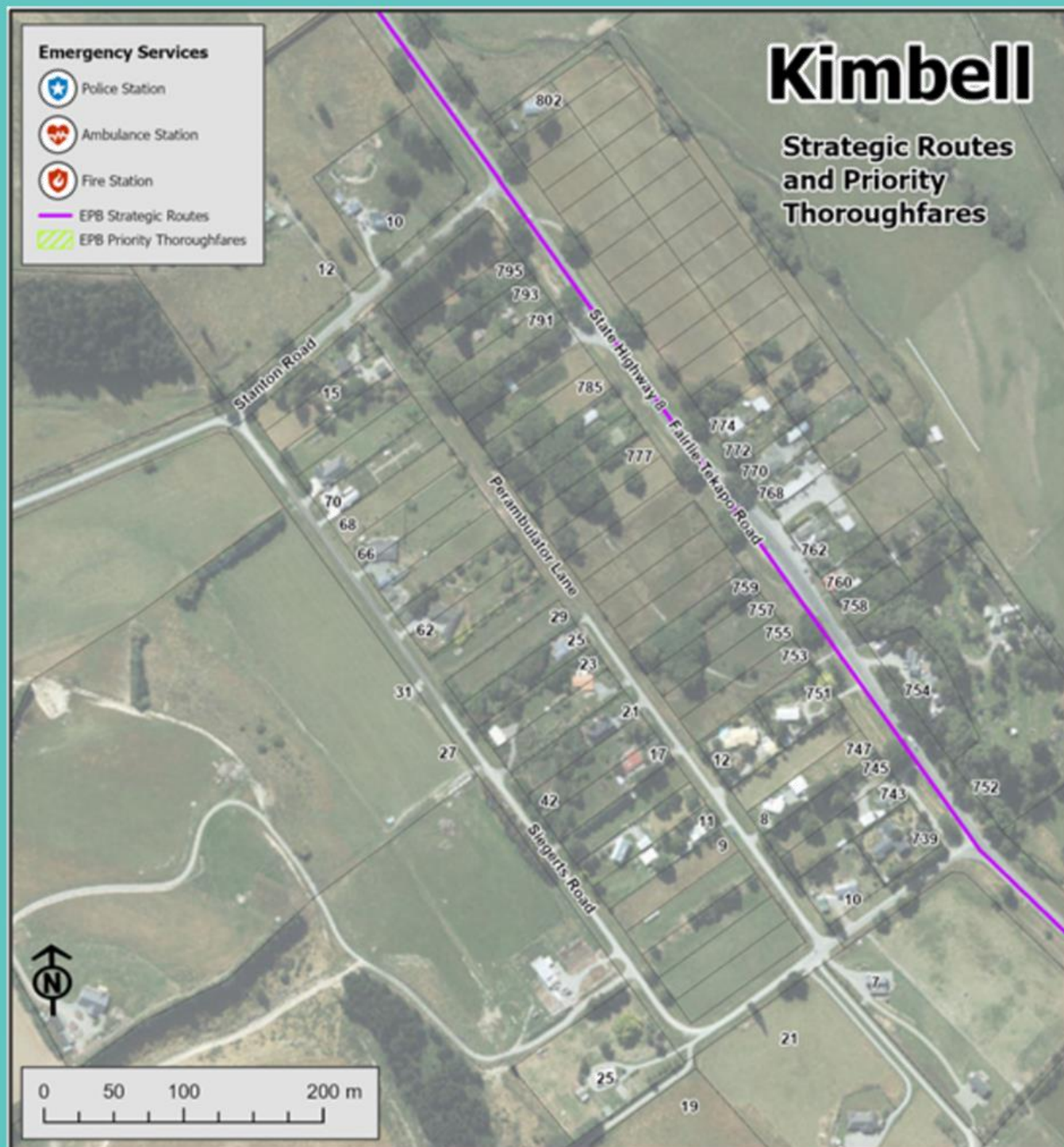


# Fairlie

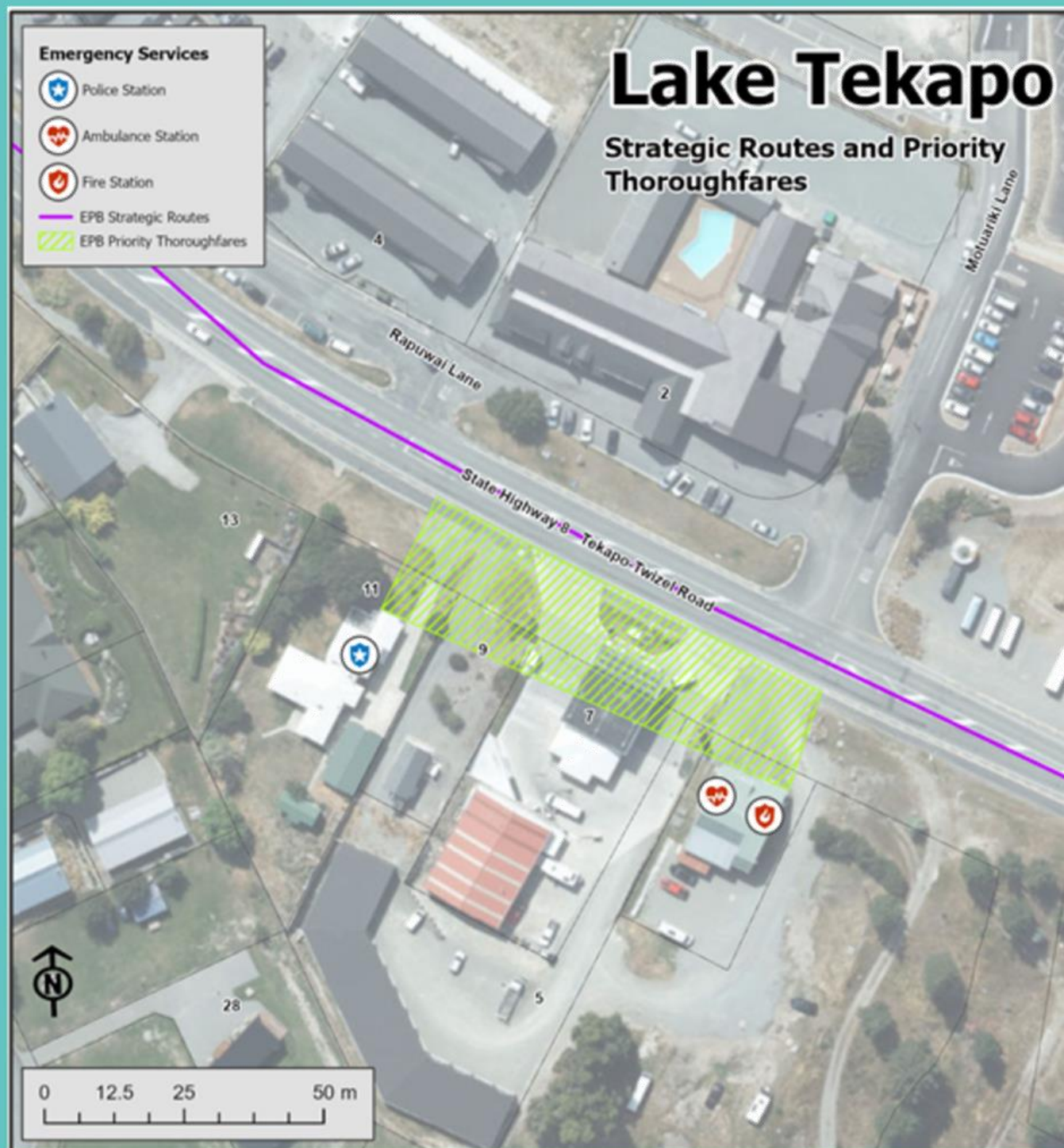




# Kimbell

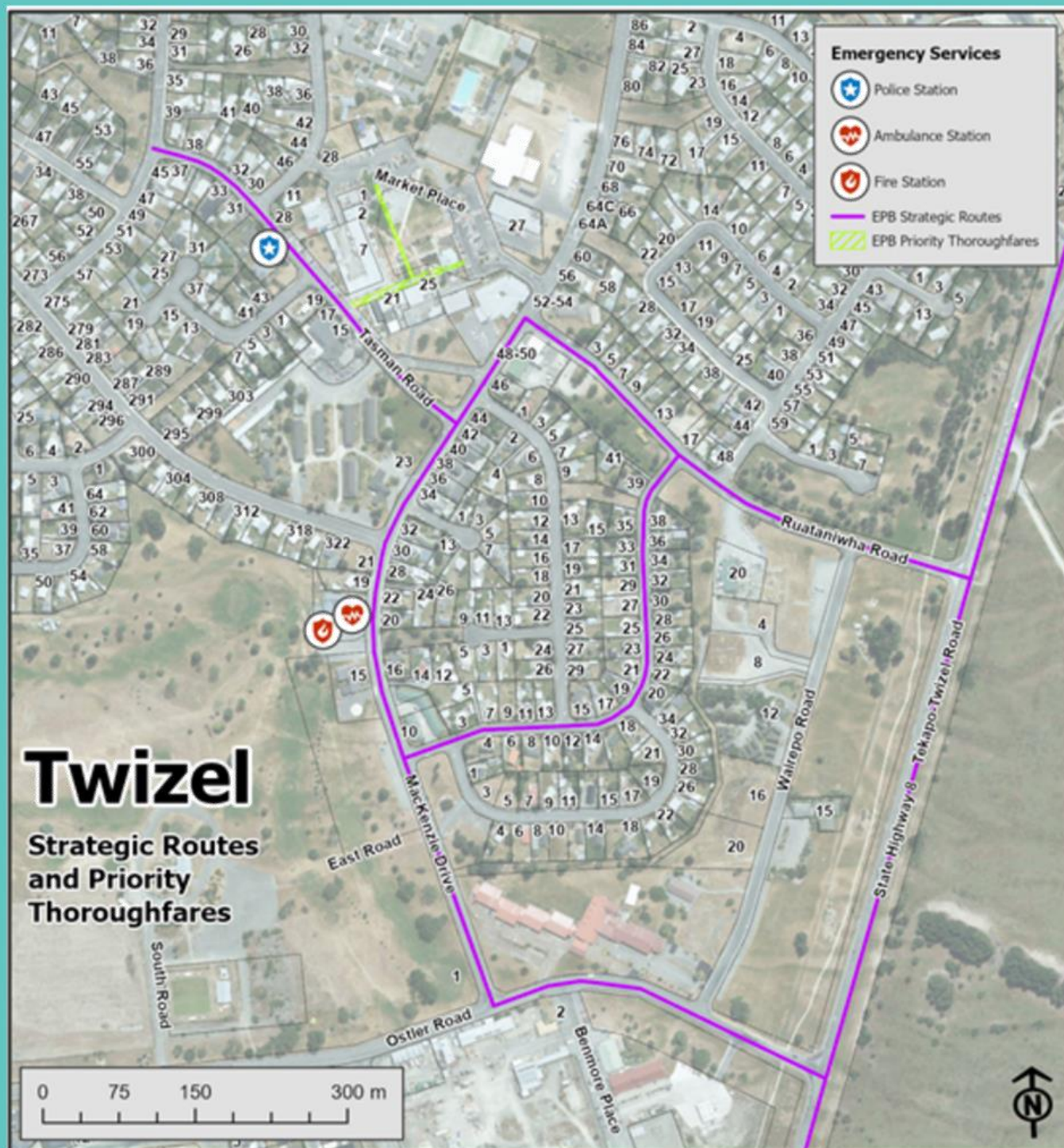


# Tekapo / Takapo





# Twizel



# Technical Terms



It may be helpful to understand a few terms that are referred to here and in the legislation. The following table summarises the definitions referred to in this document and the legislation.

Term	Definition
Earthquake-Prone Building (EPB)	A building built prior to 1976 that, after an assessment by a structural engineer, is found to have a rating lower than 34% of the New Building Standard (NBS).
New Building Standard (NBS)	<p>The %NBS figure describes the degree to which an existing building on the site would perform when compared with a new building designed to meet the seismic ratings that existed on 1 July 2017.</p> <p>For example, a building built in 1927 that is rated as 20%NBS, means it would meet 20% of the current seismic building standard, whereas a new building in the same place would be 100%NBS (or more).</p>
Priority Buildings	<p>Certain buildings in high and medium risk seismic areas are considered to be of greater risk due to their type of construction, use or location. They need to be identified and remediated in half the timeframe of other buildings, (i.e. 25 years reduced to 12.5 years in the Medium risk zone). Further guidance on priority buildings is available at:</p> <p><a href="https://www.building.govt.nz/managing-buildings/managing-earthquake-pronebuildings/resources/">https://www.building.govt.nz/managing-buildings/managing-earthquake-pronebuildings/resources/</a></p>
Thoroughfare	An area with high pedestrian and vehicle movements
Remediation	When a building is assessed and found to have all or parts of the building below the minimum 34%NBS, building owners can deal with this by either strengthening those elements to exceed the minimum rating, or remove that element or all of the building.
Strategic Route	A route deemed of strategic importance which if impeded may lead to an inability to provide an emergency response.
Unreinforced Masonry Buildings (URM)	Generally, a building that has no additional reinforcing elements, often with parapets, facades, verandas or balconies facing a road or footpath.





**Mackenzie**  
DISTRICT COUNCIL

**6.3 SOUTH CANTERBURY CHAMBER OF COMMERCE REPORTS - NOVEMBER 2021 AND DECEMBER 2021**

**Author:** Leaine Rush, Business Liaison Officer

**Authoriser:** Paul Numan, General Manager Corporate Services

**Attachments:** 1. **SCCC Report - November 2021** [↓](#)   
2. **SCCC Report - December 2021** [↓](#) 

**STAFF RECOMMENDATIONS**

That the information be noted.

**BACKGROUND**

Mackenzie District Council (MDC) and South Canterbury Chamber of Commerce (SCCC) have entered into a new three (3) year contract until 2024. SCCC will continue to provide business support to businesses in the Mackenzie on behalf of MDC. The agreement has changed from a Memorandum of Understanding to a Contract to formalise the arrangement.

The reporting has changed to quarterly in the new contract, so these monthly reports will be the last from SCCC until the quarterly report is presented to Council in April. This quarterly reporting is in line with ChristchurchNZ (CNZ).

November and December reports summarised:

- The Mackenzie Business Support Package has been a huge success, offering 50/50 funding to businesses. All allocated funds have been distributed, with all implementations expected to be completed by February 2022.
- 46 businesses have received one-on-one support through November and December.
- SCCC is assisting CNZ with providing guidance and assistance with delivering the RBP Tourism Communities Initiatives.
- Immigration New Zealand (INZ) had provided draft framework to SCCC. SCCC recommended Mackenzie Stakeholder businesses across all sectors to be part of a small steering group. The goal is to enhance communication between INZ and Mackenzie businesses, including bringing INZ workshops to the district.
- 5 newsletters were sent during November and December with a database of 296 subscribers and 1159 opens across all newsletters. Various and relevant topics covered.
- Two (2) Mackenzie businesses attended a Health and Safety – Stage 2 training course which resulted in a request for SCCC to provide in-house training for one of the businesses.
- Health and Wellbeing Summit was held in Lake Tekapo in conjunction with SCDHB. 44 attendees and was well received.



## Economic & Business Support Services Report to Mackenzie District Council. November 2021

### Introduction:

Focus for this period on assisting Mackenzie businesses manage the new COVID Protection Framework and traffic light system, vaccination in the workplace/HR obligations and implementation, ongoing impact of limited visitor/customer numbers, skilled labour shortage, financial support options, export growth success, training workshops and in-house specific.

Visits to Twizel and Mt Cook in November were extremely worthwhile, multiple individual businesses visited – including start-ups and small businesses requesting guidance, a medium size business completing product validation as expands into new markets as a result of SCCC connections to NZTE Export who recognise this business as having high potential enabling growth and to engage additional staff, and two of Mackenzie's largest businesses receiving specialised in-house training organised by SCCC.

### Mackenzie District Services

In addition to responses to general emails/phone calls, bulk communications etc.,

#### 31 businesses supported one-on-one in Nov period: Refer graph below

Key Topics: new COVID framework procedure clarity, effect on business; financial support; mental health & wellbeing; skilled labour shortage; HR & employment queries; in-house training; start-up and business diversification; MBSP information & funding; BMNZ & NZTE; digital marketing; export assistance.

Industry Sector	Mt					Total
	Fairlie	Cook	Pukaki	Tekapo	Twizel	
A: AGRICULTURE, FORESTRY AND FISHING				1	1	2
C: MANUFACTURING					2	2
E: CONSTRUCTION					1	1
G: RETAIL TRADE					1	1
H: ACCOMMODATION AND FOOD SERVICES	1	2	1	2	5	11
I: TRANSPORT, POSTAL AND WAREHOUSING				1		1
L: RENTAL, HIRING AND REAL ESTATE SERVICES				1		1
M: PROFESSIONAL, SCIENTIFIC AND TECHNICAL SERVICES					1	1
Q: HEALTH CARE AND SOCIAL ASSISTANCE					1	1
R: ARTS AND RECREATION SERVICES			1	3	2	6
S: OTHER SERVICES	1			3		4
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>11</b>	<b>14</b>	<b>31</b>

Since [Regional Business Partner](#) (RBP) increased support and funds opened in April 2020, SCCC has issued **\$404k (rounded) to 155 Mackenzie businesses**. Keep in mind that RBP is not 'just' funding. It is also [Business Mentors NZ](#), [Callaghan Innovation](#), and referrals to NZTE Export, Te Puni Kokiri and others.

No further RBP funding issued by SCCC in November. 1 x referral to Business Mentors NZ, 2 x referrals to NZTE for assistance around expanded export markets, and possible funding options towards a business investment in Mackenzie.

### Tourism Communities Initiatives:

SCCC continues to work with ChristchurchNZ counterparts providing guidance and information on Mackenzie businesses to assist them deliver the RBP [Tourism Communities Initiatives](#) advisory support and grants to Mackenzie tourism sector. SCCC is also taking an active role in referring businesses to access this funding.



**Advocacy:**

**INZ Mackenzie Engagement Plan update:** INZ provided draft framework document to SCCC, feedback provided on content and SCCC recommended Mackenzie stakeholder businesses across all sectors to be part of a small steering group. Awaiting further information from INZ. Goal being to enhance communication between Mackenzie businesses and operational INZ. This will include bringing INZ workshops to Mackenzie.

---

**Mackenzie Business Connection:**

Total 296 subscribers. 3 x e-newsletters issued in November. **731 opens** – very strong engagement.

Main topics opened:

- COVID Protection Framework - various
- Health & Well-Being Summit
- Business Support & Assistance Survey

This is the trusted platform for Mackenzie businesses across all sectors to receive current relevant business information.

---

**Training & Events:**

The Following workshops involving Mackenzie businesses were delivered in November:

- Health & Safety Stage 2: 2 Mackenzie attendees (resulted in one of these businesses requesting specific in-house training to involve entire staff in 2022)
- Health & Well-Being Summit, Lake Tekapo. SCCC partnered with SCDHB in conjunction with Te Rito. 44 attendees, well received.

In-house training for Mackenzie businesses is ongoing. 2 x multiple day deliveries in November. 1 x mental health & wellbeing; 1 x management team – leadership comms. Bookings underway for 2022 in areas of contractor management, leadership development, Health Safety & Wellbeing.

Refer [SCCC Training Directory Feb-June 2022](#) topics based on feedback from businesses as key to growth.

---

**General:**

Mackenzie Business Reference Group met in Tekapo 25<sup>th</sup> November. Main discussion points – Traffic light framework clarity/challenges; Immigration and Visa imbalances – requested SCCC to ask govt to consider allowing Working Holiday Visa holders to enter NZ sooner; 2021 Residents Visa very helpful however new applications don't open until March; Expecting small Xmas/New Year raise in visitors followed by sharp fall until borders open; 3 Waters adverse effects. Very helpful to have Martin Homisan representing MDC at these meetings, able to provide insights.

[Mackenzie Business Support Package](#) (MBSP) nearing completion. \$61,293.20 + GST of the \$63k available has been distributed amongst 34 businesses. Majority of work is completed. Due to business disruption and complexity of some funded work, MDC has agreed to extend closing date until end February 2022. A successful project and good use of CRAG funding. Businesses very appreciative of MDC establishing this package.

Mackenzie District Economic & Business Support Services Contract 2022/24 between MDC and SCCC at final draft stage. An extremely positive outcome providing surety for all, particularly the Mackenzie business community.

## Economic & Business Support Services Report to Mackenzie District Council. December 2021

### Introduction:

This is the final monthly report under MoU finishing 31<sup>st</sup> December 2021. A short reporting month, with Chamber office Christmas/New Year holiday period close-down. Going forward, under the new Mackenzie District Economic & Business Support Services Contract 2022/24, reporting will be quarterly.

Focus for this period on assisting Mackenzie businesses implement the COVID Protection Framework, vaccination policies, associated flow-on effect and impact of severe labour shortage. Although the holiday period was overall very busy for the region, some businesses are unable to operate as hoped due to shortage of staff. Understandingly, there is also caution around hiring and new investment due to ongoing pandemic 'unknowns' particularly around border reopening and distribution chain. 2022 will be a very challenging time for some businesses. There also continues to be new opportunities undertaken. In December, three new start-ups have been assisted with validation, planning and advice, all proceeding with their new ventures.

There have been requests from the business community for more frequent visits, which is welcome and possible under the new service agreement. Monthly visits and pop-ups will be scheduled.

### Mackenzie District Services

In addition to responses to general emails/phone calls, bulk communications etc.,

**15 businesses supported one-on-one in Dec period: Refer graph below**

Key Topics: COVID framework & vaccine clarity, effect on business; mental health & wellbeing; financial support; skilled labour shortage; in-house training; start-up and business diversification; INZ referrals.

Industry Sector	Fairlie	Pukaki	Tekapo	Twizel	Total
A: AGRICULTURE, FORESTRY AND FISHING		1		1	2
C: MANUFACTURING				1	1
E: CONSTRUCTION	1		1	1	3
H: ACCOMMODATION AND FOOD SERVICES	1		1		2
J: INFORMATION MEDIA AND TELECOMMUNICATIONS				1	1
M: PROFESSIONAL, SCIENTIFIC AND TECHNICAL SERVICES				2	2
P: EDUCATION AND TRAINING				1	1
R: ARTS AND RECREATION SERVICES	1		1		2
S: OTHER SERVICES				1	1
<b>Total</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>8</b>	<b>15</b>

Since Regional Business Partner (RBP) increased support and funds opened in April 2020, SCCC has issued **\$404k (rounded) to 155 Mackenzie businesses**. Keep in mind that RBP is not 'just' funding. It is also Business Mentors NZ, Callaghan Innovation, and referrals to NZTE Export, Te Puni Kokiri and others.

The RBP Capability Fund has reopened. No further RBP funding issued by SCCC in December. Many tourism businesses are being assisted through Tourism Communities as outlined below.

### Tourism Communities Initiatives:

SCCC continues to work with ChristchurchNZ counterparts providing guidance and information to assist them deliver the RBP Tourism Communities Initiatives advisory support and grants to Mackenzie tourism sector. SCCC is taking an active role in referring businesses to access this funding to help ensure effectiveness of this programme.

**Advocacy:****INZ Mackenzie Engagement Plan update:**

As reported last month, INZ has approached SCCC for feedback on content and Mackenzie stakeholder businesses across all sectors to be part of a small steering group with the goal to enhance communication between Mackenzie businesses and operational INZ. Logistics are being worked through, and a tentative date of 10<sup>th</sup> March is set for INZ workshop in Tekapo.

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**Mackenzie Business Connection:**

Total 295 subscribers. 2 x e-newsletters issued in December. **428 opens** – strong engagement.

Main topics opened:

- COVID isolation & care – what to expect, vaccination assessment tool
- 2022 Ara Business Excellence Awards – nominations open
- INZ 2021 Residency Visa process

This is the trusted platform for Mackenzie businesses across all sectors to receive current relevant business information.

---

**Training & Events:**

No training events in December, given time of year. Recommences February 2022.

Refer [SCCC Training Directory Feb-June 2022](#) topics based on feedback from businesses as key to growth.

Specific In-house training requested by Mackenzie businesses is ongoing. Package proposals and Bookings underway for 2022 in areas of contractor management, leadership development, Health Safety & Wellbeing.

---

**General:**

Mackenzie District Economic & Business Support Services Contract 2022/24 between MDC and SCCC was signed on 21<sup>st</sup> December. We look forward to delivering these services and working closely with MDC. A positive outcome providing surety for all, particularly the Mackenzie business community.

**6.4 TEKAPO SKY HOLDINGS LIMITED LAND SWAP PROPOSAL WITH MACKENZIE DISTRICT COUNCIL**

**Author:** Fiona McQuade, Manager - Property & Commercial

**Authoriser:** Paul Numan, General Manager Corporate Services

**Attachments:**

1. TSHL Proposal letter and pictorials [↓](#) 
2. Letter on Land Swap from Tekapo Community Board [↓](#) 
3. Land swap pictorials [↓](#) 

**STAFF RECOMMENDATIONS**

1. That the report be received.
2. That Council notes the background in this matter including the associated attachments on the offer from TSHL, the memorandum from the Tekapo Community Board.
3. That Council considers the offer and either;
  - (a) Declines the offer – for the reasons as outlined below:
    - a) Council is awaiting the outcome of an asset management review to understand the potential commercialisation potential of it's freehold land and
    - b) Council currently has a moratorium on all land sales - including land swap.
  - OR
  - (b) Continues negotiations with TSHL including instructing a registered valuation in order to establish fair value of each land parcel with all costs to be covered by TSHL;
  - OR
  - (c) Council facilitates a possible purchase of Aorangi Crescent land between local developers and TSHL, to meet the needs of the developer and the community for a community hub and associated services;
  - OR
4. Council approach TSHL directly with an offer to purchase the Aorangi Crescent site after completion of a valuation

**BACKGROUND**

Below is the background sequence of events that have led to a land swap proposal between Tekapo Lake Resorts Limited and Mackenzie District Council;

- In 2020 the purchase of LOT 1a from the Mackenzie District Council by Tekapo Lake Resorts Limited (TLRL) was completed;
- TLRL own land in Aorangi Crescent and have consent for a four star hotel development on that site;
- The Community signalled resistance to the proposed four-star development on Aorangi Crescent;

- Tekapo Sky Hotel Ltd (TSHL) propose a land swap with Council, seeking to secure expansion land adjacent to TRLs existing Lakeside Drive holdings for the Aorangi Crescent site;
- High Court litigation from residents was undertaken as to the District Planning rules enabling the development;
- In December 2020 Council decline the swap as proposed due to the still existing moratorium on land sales and pending the decision of the Judicial Review;
- In July 2021 the Judicial Review upheld the decision of Council to consent for the development of the Aorangi Crescent site as a four star hotel
- October 2021 TSHL approach Council with a second proposed swap of the Aorangi Crescent site for MDC owned land adjacent to TRLs existing Lakeside Drive holdings.

### **The Offer from TSHL**

The detail of this offer from TSHL is attached as an appendix.

In summary the proposal from TSHL is as follows;

- Land swap for Hotel Development land in Aorangi Crescent with Council owned land in Lakeside Drive.
- 6,373sqm of land owned by TSHL (set back from the lake) for 16,000 sqm of Council land over-looking the lake on Lakeside Drive.
- TSHL state their proposal is inspired by litigation with the Council where TSHL were a respondent. TSHL maintain that considerable costs were incurred with Tekapo Community and Friends Society as they did not want a hotel on the Aorangi Crescent site;
- The Tekapo Community Board wrote to Council supporting the swap in November 2020;
- The Director of TSHL alleges that the MDC Lakeside Drive land proposed for the swap has no current use, contains no build areas, has easements in the middle of it that cannot be built over, and an embankment that cannot be built on due to excavation and retaining wall costs.
- The Director of TSHL acknowledges that a benefit of the Lakeside Drive site is there is an advantage in building on this site due to the large embankment facing State Highway 8. With excavation, there is the potential that 3 levels can be achieved. The remainder of any useable land could then be used as a retirement development whilst utilising the no build area for parking and road access.
- Further to the above the Director of TSHL states any swap would include the following assumptions;
  - that the current resource consent and all required approvals would be expediated and completed in-house by MDC, suggesting no further consent and approval costs to TSHL.
  - MDC provision of an access road provided off Lakeside Drive and linked to the northern boundary of the no build land area and;
  - that services are provided to boundary at MDC cost.
- Benefits outlined to community and Council insofar as community services are 'clustered' in the same zone and meets the highest and best use principles from a community perspective.

**The memorandum from Tekapo Community Board (TCB)**

The Chief Executive Officer has subsequently received a letter dated 25 November 2020 from the Tekapo Community Board (TCB).

In summary the TCB maintain that the Council should listen to the Community and the Developer with regards to a potential land swap.

TCB request that the elected Councillors be given the opportunity to fully assess the correspondence from TSHL.

**Pro's: Land Swap Proposal**

For Council information the three pictorials are attached as an appendix to provide clarity around land size and location.

1. When considering highest and best use principles of land development the proposal has merit in identifying that the TSHL Aorangi Crescent land parcel is suited as a community function, as opposed to land suited to a commercial hotel development. However, we need to acknowledge the intrinsic value of unimpeded lake side alpine views that the Lakeside Drive site affords.
2. Whilst the excavation costs and the lack of services erode the value of Lakeside Drive, the Aorangi Crescent land parcel is small, therefore site constrained, set back from the lake and sandwiched between residential, reserve and school zones. Therefore, could be regarded as being in isolation from other proposed hotel developments.
3. TSHL holds 6,373 sqm of land on Aorangi Crescent therefore if we can 'square the circle' and offer TSHL land of a *similar size* (as highlighted in the second and third pictorials) subject to a registered valuation the proposal looks more attractive for the ratepayer.
4. By designing a new hotel for the proposed site on Lakeside Drive economies of scale from horizontal infrastructure could be achieved by the developer in leveraging of the TLRL development adjacent.
5. As part of the district wide spatial planning exercise, a consistent theme from community consultation is for the Aorangi Crescent site to be zoned for a community services use, which dovetails into the existing community hall, primary school and kindergarten uses.

**Con's: Land Swap Proposal**

1. The primary disadvantage of the proposal is the amount of land TSHL wants to secure on Lakeside Drive in order to swap for Aorangi Drive. TSHL has not factored in the value premium for lake views, whilst hoping to leverage off the community's strong desire to secure expansion land for community services off Aorangi Crescent.
2. Swapping 6,373sqm of land set back from the lake for 16,000 sqm over-looking the lake in return undervalues the Lakeside Drive land, that offer considerable unimpeded lake and mountain views.

3. This is the final parcel of land left on Lakeside Drive owned by MDC that has future development potential.
4. TSHL does not seem to be assessing the value of the land in 2022 by suggesting the 2011 sale of Lakeside Drive @ \$24psm become the valuation benchmark, however this is not a reasonable position to take when seeking a land swap arrangement with the Mackenzie District Council.
5. TSHL wish to offset the cost of developing Lakeside Drive - which is considered significant given the attendant earthworks, retaining walls, horizontal infrastructure and land locked nature of the land – therefore seeks to drive the price down, in order to achieve the largest possible land area in any swap proposal.
6. There is a concern that horizontal infrastructure will never be undertaken by TLRL nor TSHL, and that the joint entities are seeking to accumulate and control the majority of land on the lake front in order to on sell.
7. Council currently have a moratorium on land sales, and by its very nature, a land swap proposal is a disposal and an acquisition. Any move to enter into a land swap proposal (post valuation) would need to have the moratorium lifted to comply with Councils adopted policy on the matter.
8. There is a concern if this proposal is debated in the public forum community emotion may drive the outcome of a land swap, and not the optimum commercial property outcome for the district and ratepayers.
9. Adoption of the Economic Development Strategy and subsequent action planning has identified the need for Council to look into options for commercialising and developing it's remaining land assets, in line with the adopted Land Strategy, and guiding principals of Te Manahuna Ki Uta. This parcel will form part of that planning;
10. There has been a verbal approach to Council from a high end hotel developer interested in discussing development of that remaining site on Lakeside Drive. That suggests there may be interest from developers who are interested in working with Council to develop the site and where they have set precedence with the hotels they have built and currently operate successfully in a CoVid and post CoVid environment.

#### **POLICY STATUS**

If the Council decides to proceed with a Land swap then further consideration in terms of the Significance and Engagement Policy will be required.

#### **SIGNIFICANCE OF DECISION**

#### **OPTIONS**

The Council has two options available as follows;

Declines the offer – for the reasons as outlined below:



1. Council is awaiting the outcome of an asset management review to understand the potential commercialisation potential of it's freehold land and
2. Council currently has a moratorium on all land sales - including land swap.

OR

Council accepts the offer -

3. Continues negotiations with TSHL including instructing a registered valuation in order to establish fair value of each land parcel with all costs to be covered by TSHL;

OR

4. Council facilitates a possible purchase of Aorangi Crescent land between local developers and TSHL, to meet the needs of the developer and the community for a community hub and associated services;

OR

5. Council approach TSHL directly with an offer to purchase the Aorangi Crescent site after completion of a valuation

### **Legal**

Should matters proceed the legal documentation would be complex in order to affect the swap, and all legal costs should be borne by TSHL.

### **Financial**

Based on previous commercial valuation instructions completed across the district, a competent and reliable registered valuation could be achieved for between \$6,000 and \$9,000.

### **CONCLUSION**

The offer by TSHL must be considered in the light of the response previously provided from Council, the Pros and Cons of the offer and the opinion and perspective contained in the memorandum provided by the TCB.

The recommendation by Council officers is to decline the land swap offer as it currently stands, however given that the process has been initiated by TSHL and if it is Councils desire to further consider this matter, then a registered valuation will be required so that Council can better understand the component parts of the proposal, counter-offer or withdraw from negotiations.

The land swap proposal can only be considered when both the respective land parcels are anchored in 2022 values given this would be essential before matters can proceed further.

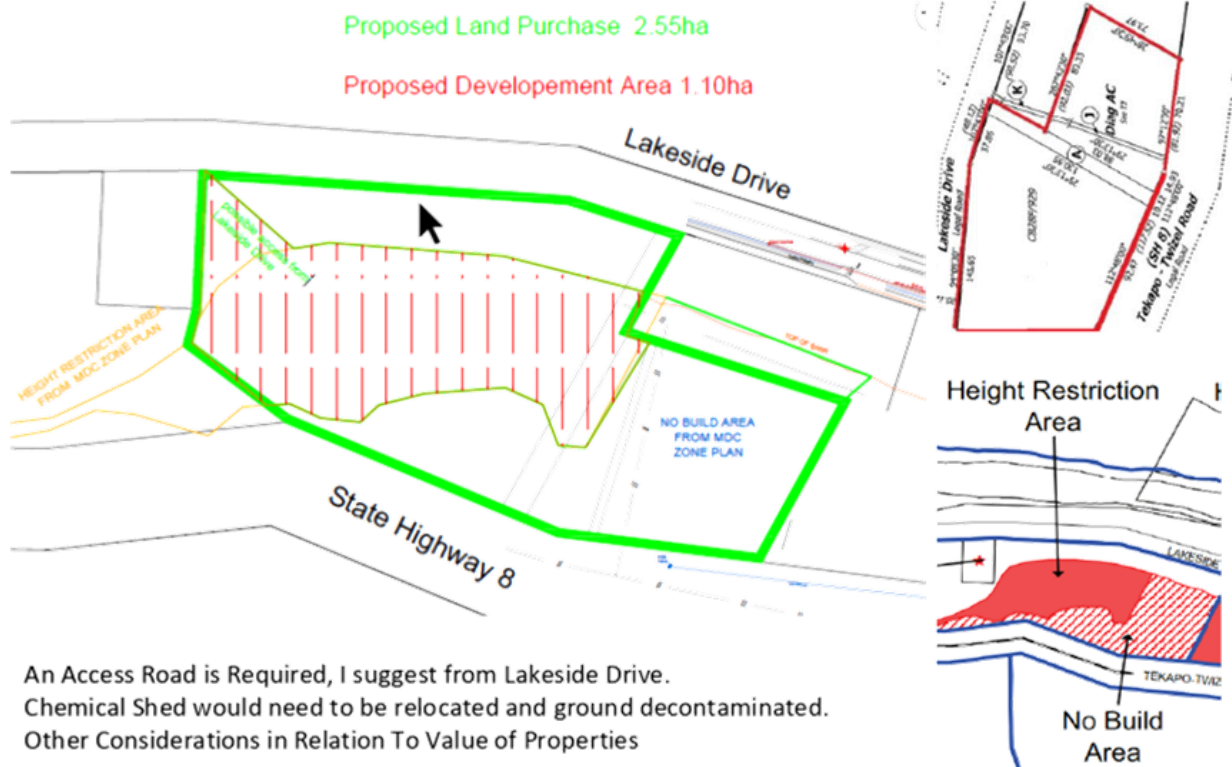


## Considerations if to be Valued or discussed with third Parties.

- ⊕ Proposed Area to Exchange is: includes the Embankment on Lakeside Drive no Build Area
- ⊕ Plan to use it for Landscaping , Cost of Retaining Wall makes it, not viable for anyone to Develop due to cost of Excavation and Retaining Walls.
- ⊕ No Build Area can only be used for Roading and Carparking excluding Easements in it present form. Therefore Has NO value as it cannot be developed.
- ⊕ Easements like Power Company cannot be developed thereby has no Value.
- ⊕ I assume why its rated Value is estimated at around \$170,000.

### Proposed Development Area

- ⊕ Deduct the No Build area that cannot Build on in proposed Development Area
- ⊕ Deduct the Easements that cannot Build on in proposed Development Area
- ⊕ Deduct the Proposed Road Access that cannot Build on in proposed Development Area
- ⊕ Suggest that can be Developed Estimate: 8000 Meters, verses (say) 6400, on existing Hotel Site.
- ⊕ Site has major Height Restrictions.
- ⊕ With Some Retaining Support possible meterage can be slightly increased but off set with Cost for wall..



An Access Road is Required, I suggest from Lakeside Drive.  
Chemical Shed would need to be relocated and ground decontaminated.  
Other Considerations in Relation To Value of Properties

### Key differences of locations

New Site	Current Site
Land locked, no direct access	2 street frontage and road access
No existing Curbing and Drainage	Curbing and Drainage already in place
Significant earthworks due to topography	Relatively flat, minimal earthworks required
Town services not connected	Full services in place
Forestry on block will require clearing	Ready to Build
<b>Rated value approx. \$170,000</b>	<b>Rated value \$1,155 Million</b>
No surrounding infrastructure	Has infrastructure around it
Mix Zones no Build and Res 2	Zoned for higher density (Tourism)

- Increased construction costs due to it Location to develop:
  - Higher wind loads to lake: increase requirements for steel structure, facades and windows
  - Changing topography may require additional specialist engineering for retaining walls
  - Clearing land and excavation
  - A Berm suggested 2 Meter in Height will be required along Boundary of Hwy 8 and Boundary

Memo to: **Suzette Van Aswegen (MDC Chief Executive)**  
Matter: Tekapo Sky Hotel and opportunity for land swap to benefit community  
Author: Tekapo Community Board  
Date: 25 November 2020

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### Discussion

Recently, Tony Tosswill in his dual capacity as the developer of Tekapo Sky Hotel and local Lake Tekapo resident requested a private meeting with the Tekapo Community Board (TKCB) to outline his desire to seek a resolution that benefits the community and allows him to progress his development plans on a new site. From the discussion it is clear that he has taken on board and acknowledged the strong feelings of the community with regard to the existing site and he has offered a well thought out and achievable alternate solution that the TKCB would ask Mackenzie District Council to seriously consider. As elected board members we have a responsibility to bring to the attention of the Council, any ideas or proposals which we feel are in the best interests of our community.

Regardless of the outcome of the decision of the High Court on a Judicial Review of a Council decision under the Resource Management Act in relation to the site of the proposed hotel development on Aorangi Crescent, all members of the TKCB believe the Council should listen carefully to the Tekapo community and the developer in regard to a potential land swap. We appreciate this issue has a significant back story over many years, which makes it a complex subject that has been compounded by the Judicial Review. However, we believe the Council has an opportunity now to look to the future of Tekapo and to show leadership and creativity as it strives to arrive at a solution that considers the needs of all stakeholders with a long term outlook.

In the context of the spatial planning workshops associated with the Long-Term Plan process, invited participants have expressed a strong desire<sup>1</sup> to develop a community area around the school and the hall. Alongside this desire, most people do not want to see legal private property rights overturned. However, we are also concerned that, other than the planning workshops involving invited participants, the wider community has not been afforded the opportunity to provide their views or have a say.

The fact that the developer is open to finding a way forward that would, both, support his business objectives and the public desire for a rezoned community area is a subject that we, as elected representatives of the Tekapo community, believe should be brought to the Council table as a matter of urgency.

We understand that, in the past, Councillors imposed a moratorium on all land sales, however, this particular situation is not one that could reasonably have been foreseen at that time.

### Conclude

We request that the duly elected Councillors be given the opportunity to fully assess the recent correspondence from Tekapo Sky Hotel. We believe that the currently elected Councillors should be allowed to review all the facts in detail and to consider whether the moratorium on land sales is relevant and applicable, and serves the original intent in this situation.

We also ask that the wider community be given an opportunity to have a say on this matter, which we consider is vitally important to how the village grows in the future.

We urge the Council to ensure the process in dealing with this matter is robust and transparent.

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<sup>1</sup> Through the spatial planning workshops this area has been signalled for rezoning to community space in all three of the suggested plans drawn up by the consultants.



## Land Swap – Pictorials

TSHL Aorangi Crescent – 6,373 sqm



MDC Lakeside Drive – Circa 16,000 sqm



**6.5 ORDER OF CANDIDATE NAMES ON VOTING PAPERS**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:** Paul Numan, General Manager Corporate Services

**Attachments:** Nil

**PURPOSE OF REPORT**

For Council to decide the order of candidates' names on voting documents.

**STAFF RECOMMENDATIONS**

1. That the report be received.
2. That the name of each candidate seeking election will be arranged in random order on the voting documents.

**BACKGROUND**

Council is required under Reg 31(2) of the Local Electoral Regulations Act 2001 to determine a method by which each voting document lists the order of candidates. There are three options:

1. **Alphabetical order** of surname.

2. **Pseudo-random order:**

Pseudo-random means an arrangement where:

- a) The order of the names of the candidates is determined randomly (usually by drawing names from a hat at a public ceremony); and
- b) All voting documents use that order.

3. **Random order.**

Random means the order of names is determined randomly for each voting document. This is usually done at the printing stage of the voting documents.

If no determination is made the candidates' names must be arranged in alphabetical order of surname.

**POLICY STATUS**

There is no existing council policy on this issue. However, Council did resolve to use the random method at the last election.

**CONCLUSION**

The random option worked well for the last election. It is recommended that it continue to be used for this election.

**7 COMMUNITY BOARD RECOMMENDATIONS****7.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 6 DECEMBER 2021**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** 1. Minutes of Twizel Community Board Meeting - 6 December 2021

**RECOMMENDATION**

1. That the Minutes of the Twizel Community Board Meeting held on Monday 6 December 2021 be received.
2. That Council notes the following resolutions passed by the Twizel Community Board:
  - That the Twizel Community Board approves the proposed location of the working man's hut in principal, and asks staff to investigate the location and report back to the board.
  - That a grant of \$500 be approved for Twizel Promotions towards the cost of information stands.
  - That a grant of \$100 be approved for Twizel Area School towards a prize for school prize-giving.
  - That a budget of \$10,000 from the Twizel Township Budget; "Implementation of Development Plan" be allocated for the preparation of a development, maintenance plan and budget for the development Man-Made Hill.



**Mackenzie**

DISTRICT COUNCIL

**Unconfirmed MINUTES**

**Twizel Community Board Meeting**

**6 December 2021**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
TWIZEL COMMUNITY BOARD MEETING  
HELD AT THE MACKENZIE COUNTRY HOTEL, TWIZEL  
ON MONDAY, 6 DECEMBER 2021 AT 3.00PM**

**PRESENT:** Chairperson Jacqui de Buyzer, Member Tracey Gunn, Cr Emily Bradbury

**IN ATTENDANCE:** Mayor Graham Smith, David Adamson (General Manager Operations – Acting), Aaron Hakkaart (Manager Planning), Brian Milne (Community Services Officer), Tom O’Neil (Community Services Officer), Arlene Goss (Governance Advisor), Brett King (Fulton Hogan), and four members of the public including Frank Hocken, Kevin Moore (Twizel Heritage Group) and Pat Shuker.

## **1 OPENING**

The chairperson opened the meeting and welcomed everyone.

## **2 APOLOGIES**

Apologies were received from members Renee Rowland and Amanda Sargeant.

David Adamson said the acting chief executive, Angela Oosthuizen wanted to be at the meeting but was currently working with auditors on the Long Term Plan. She has pledged to attend as many community board meetings as possible.

Mayor Graham joined the meeting and apologised for lateness.

Tom O’Neil was introduced by Brian Milne. It was his first day as a new staff member.

## **3 PUBLIC FORUM**

**Frank Hocken** asked to speak. He gave some history of township maintenance in Twizel. He said the town verandas were getting worse. Further improvements were needed.

He said rates had increased and he wanted to know where the money had gone. He felt Twizel was overlooked by the council. It’s harder for him to get in the door of the council now.

He produced a handful of broom from Manmade Hill and said the hill needed spraying urgently.

He then produced a tyre that had been lying on the street and had not been picked up by rubbish contractors. He had also picked up a dead possum that was lying on the road and disposed of it.

He asked council to consider moving to Twizel. He suggested living conditions were not right in Fairlie because staff kept leaving. He said he had a good range of sections available for council staff to buy.

**Pat Shuker** then spoke. She said she has found council employees to be wonderful to talk to.

At Manuka Terrace the gravel road is bad. She had fallen twice from her trike. Now she drives down the centre of the road. She asked for the road to be fixed.

She asked what had happened to the money from the sale of the wood chipper. It is being held for the development of Manmade Hill. Pat Shuker said the sale of the chipper should have gone out to



the public and the public should be asked where the money should go. She doesn't have a problem with it going to planting Manmade Hill as long as the rubbish is cleared first.

#### **4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **5 REPORTS**

##### **5.1 PRESENTATIONS**

Brett King from Fulton Hogan introduced himself and outlined his history as a former surveyor in Twizel. He gave a presentation titled "Roading Maintenance Presentation".

Following the presentation, discussion included the following matters:

- Information about work being conducted in the Twizel area would be available to bring to future community board meetings.
- Fulton Hogan was willing to help establish a children's roadway if the community could fund it.
- This contract was a step-up for Council. The Mayor said he was looking forward to working with Fulton Hogan.
- People were encouraged to lodge complaints in the service request system so they could be addressed quickly.
- A great partnership, will deliver some great outcomes for the district.

David Adamson then gave a presentation on the new project to introduce smart water metering in the district. This would happen first in Twizel, then be expanded to all water supplies in the district.

All commercial properties will already have meters and most new subdivisions also have them.

Then, Kevin Moore spoke on behalf of the Twizel Heritage Group. The group has sourced a single man's hut from the Twizel construction days. The Heritage Group would like to place this in the location outlined in the meeting agenda. It would have a viewing pane so people could look inside, and it would be set up like it would have been in the construction days.

He asked if the community board had any issues with this. The board congratulated the group on getting the hut.

Mr Adamson said if the community board agreed in principle that it supported the idea, staff could look into the status of the land and whether any services were buried there. There was also a need to clarify who would be responsible for the long-term maintenance of the building.

##### **COMMITTEE RESOLUTION TWCB/2021/229**

Moved: Chairperson Jacqui de Buyzer

Seconded: Member Tracey Gunn

That the Twizel Community Board approves the proposed location of the working man's hut in principal, and asks staff to investigate the location and report back to the board.

**CARRIED****5.2 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 1 NOVEMBER 2021****COMMITTEE RESOLUTION TWCB/2021/230**

Moved: Cr Emily Bradbury

Seconded: Member Tracey Gunn

1. That the Minutes of the Twizel Community Board Meeting held on Monday 1 November 2021 be received and confirmed as an accurate record of the meeting.

**CARRIED****5.3 COMMUNITY BOARD FINANCIAL REPORT**

The board noted that the money for the wood chipper, and carry forward amounts, were shown in the financials. The \$5,000 from Whitestone was not shown separately but will appear next time.

**COMMITTEE RESOLUTION TWCB/2021/231**

Moved: Chairperson Jacqui de Buyzer

Seconded: Cr Emily Bradbury

That the community board financial report be received.

**CARRIED****5.4 GRANT APPLICATIONS**

The community board looked favourably on these applications and they were both granted.

**COMMITTEE RESOLUTION TWCB/2021/232**

Moved: Chairperson Jacqui de Buyzer

Seconded: Cr Emily Bradbury

That a grant of \$500 be approved for Twizel Promotions towards the cost of information stands.

**CARRIED****COMMITTEE RESOLUTION TWCB/2021/233**

Moved: Chairperson Jacqui de Buyzer

Seconded: Member Tracey Gunn

That a grant of \$100 be approved for Twizel Area School towards a prize for school prize-giving.

**CARRIED**

## 5.5 ADOPTION OF MACKENZIE SPATIAL PLANS

Aaron Hakkaart provided the community board with the spatial plan document, which was the result of 18 months work. It was done in advance of the District Plan, which was going out for consultation next year.

Cr Bradbury said she thought it was appropriate to put this on the agenda so it could be noted by the community board.

## 5.6 TWIZEL COMMUNITY BOARD GENERAL UPDATE

The purpose of this report from Brian Milne was to provide the Twizel Community Board with a general update on a number of projects and actions related to the Twizel area in general and Community Board specifically.

**Manmade Hill** - Brian Milne said money was allocated for general improvements in the past and had not been spent. There was a significant amount sitting there. The \$10,000 towards the development of Manmade Hill would come from this fund.

Manmade Hill was discussed. Would the community get involved? Yes if the mess was cleaned up and they started with a clean slate.

David Adamson suggested a private trust, or someone else, might set up a project where people could buy trees for planting.

Cr Bradbury supported a plan being drawn up so when the money becomes available there is something ready to go.

**Update on Swimming Pool Season** – This was going well. No more than the usual teething issues.

**Twizel Events Centre** - Work has started on the structural connections under the seats in the theatre. Other work has also been carried out over the last month. Final plans are through for the fire protection work. These will go through the building control authority for approval then the work will be fast tracked.

**Toilets at Lake Ruataniwha** – Temporary toilets are being organised at Lake Ruataniwha.

**Tree Felling** - The chairperson asked if the community board had a say over tree felling as this was not clear. Discussion took place. Community boards don't usually have a say unless they want to, or the situation required it.

The chairperson said trees cleared near the resource recovery park had been left in a mess. Mr Adamson said he would ask Angie Taylor to have a look at it.

**Market Place Upgrade** – Will start on this work when contractors are available in February. Tracey Gunn asked about the temporary safety handrail that was requested in November. Council staff did not believe it was necessary to provide another handrail when work was planned and the area would be closed. Tracey said when complaints were received from the public she would make it clear this was the council's decision, not the community board's decision.

**Furniture** – The community board considered the options outlined in the agenda and indicated their preference for bike stands and other town furniture. The consensus on bike stands was number 5. Regarding chairs and tables, chair number 3 with arms. Picnic settings, number 3.

**COMMITTEE RESOLUTION TWCB/2021/234**

Moved: Chairperson Jacqui de Buyzer

Seconded: Cr Emily Bradbury

1. That the report be received.

**CARRIED**

**COMMITTEE RESOLUTION TWCB/2021/235**

Moved: Cr Emily Bradbury

Seconded: Member Tracey Gunn

2. That a budget of \$10,000 from the Twizel Township Budget; "Implementation of Development Plan" be allocated for the preparation of a development, maintenance plan and budget for the development Man-Made Hill.

**CARRIED**

**5.7 GENERAL BUSINESS AND COUNCILLOR UPDATE**

**Communication with the Twizel community** – The governance advisor read out an email from Communications Manager Chris Clarke as follows:

*Council communicate with all our communities in the same way – there are no differences between communities.*

*Current channels are:*

- *Quarterly Mackenzie Messenger with rates invoices;*
- *Monthly newsletter in the Courier (delivered free to all households in the District);*
- *Council's website;*
- *Council's facebook page.*

*Budgetary and resource limitations mean these are the only channels we are currently able to support. We are hoping (subject to budget approval) to introduce a CMS (customer management system) in 2022 which will enable us to build an email database – and integrate it with the website so customers can manage their own mailing preferences. This would enable customers to subscribe to emails on topics of interest, and/or receive the newsletter by email.*

*Re. the Events Centre – I understand that customer services contacted all those with bookings. An issue arose on social media recently re. a ballet group, however I understand that they had not made a booking – and so were not contacted. In some cases existing bookings were able to be modified to allow events to take place. The project team decided not to communicate generally because the situation is changing as more information comes to hand – so anything we publish is likely to be out of date within a very short period of time. The number of people who use the theatre is very small – and so this approach shouldn't cause too many issues.*

A situation regarding a person “being mucked around” was discussed. David Adamson said he and Angie Taylor spent a lot of time working with the organisation and looking at alternatives. Council made a compromise so the person could use the venue. He also explained the need for a deep clean in between bookings if vax passports were not shown at events. Council did not have the time or money to do deep cleans between bookings.

**Councillor Report** - Cr Bradbury said there was not much to report. She noted there had been a bit of noise on social media about Christmas decorations in Twizel. A group was forming a Christmas committee to look into this and get ahead of it for next year.

David Adamson outlined how Christmas decorations/lights/banners were managed in Christchurch. Lights were more complicated as they needed to be put up by a power company.

Cr Bradbury said the new acting chief executive was a welcome addition to Council.

## 5.8 COMMUNITY BOARD ACTION LIST

**Sealing of Long Bay Carpark** – Contractors organised. To be completed by Feb 22 next year.

**Twizel Youth Centre Condition Assessment** – A project manager is starting to work through council’s building issues one at a time and this was on the list.

**Ohau Road Reserve** – To come back with a plan in 2022.

**Road Speed Petition** – A report has come back from Waka Kotahi saying new rules will come into force early in the new year. David Adamson will meet with the petitioner so she can explain the issues with her road. As soon as Council gets the new rules we will be requesting changes at this site and a few others.

**Pool Heating** – Tenders are out. Remove from list.

**Man-made Hill** – Remove from list. Action done.

**Ohau Road** – Remove from list.

**Twizel Events Centre** – Work underway. On track with the programme of works. The chairperson suggested that Council works with the gym committee to carry out improvements.

Member Tracey Gunn raised a concern that a gardener has not been able to irrigate many gardens around town because of a lack of irrigation. Mr Adamson said there were some water connections that Council was not aware of and these would need to be identified and replaced. Staff were working on this.

The chairman asked Council to be more careful in future when allocating green reserve land to contractors to store equipment on. Land must be returned in good order.

The Mayor thanked the community board for their work and effort over the past year. He wished them the very best for Christmas.

**The Meeting closed at 5.36pm.**

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

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**CHAIRPERSON**

**7.2 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 2 DECEMBER 2021****Author:** Arlene Goss, Governance Advisor**Authoriser:****Attachments:** 1. Minutes of Tekapo Community Board Meeting - 2 December 2021**RECOMMENDATION**

1. That the Minutes of the Tekapo Community Board Meeting held on Thursday 2 December 2021 be received.
2. That Council notes the following resolution passed by the Tekapo Community Board:

**COMMITTEE RESOLUTION TKCB/2021/1**

Moved: Member Sharron Binns

Seconded: Member Caroll Simcox

That the Tekapo Community Board allocates the following grants from the 'Promotion of Tekapo Township' (Genesis Energy) fund:

**CARRIED**

<b>Organisation</b>	<b>Project</b>	<b>Amount Requested</b>	<b>Amount Granted</b>
Lake Tekapo Bright Stars Trust	Natural Outdoor Play Space	\$4,906.00	\$4,017.14
Lake Tekapo School	Sandpit and Outdoor Learning Area	\$6,560.75	\$5,000.00
Mackenzie Golf Club	Water tank installation	\$4,637.00	\$4,137.00
William Beauchamp	What's the Story?	\$11,800.00	\$0
	<b>Total Requested</b>	<b>\$27,903.75</b>	\$13,154.14
	<b>Total Available</b>	<b>\$13,154.14</b>	





# **Mackenzie**

DISTRICT COUNCIL

## **Unconfirmed MINUTES**

### **Extraordinary Tekapo Community Board Meeting**

**2 December 2021**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
EXTRAORDINARY TEKAPO COMMUNITY BOARD MEETING  
HELD BY ZOOM  
ON THURSDAY, 2 DECEMBER 2021 AT 3.00PM**

**PRESENT:** Chairperson Steve Howes, Caroll Simcox, Sharron Binns, Cr Matt Murphy

**IN ATTENDANCE:** Arlene Goss (Governance Advisor), William Beauchamp (Applicant)

**1 OPENING**

The chairman opened the meeting and welcomed everyone.

**2 APOLOGIES**

An apology was received from member Chris Scrase.

**3 PUBLIC FORUM**

William Beauchamp was thanked for attending the meeting and invited to speak in support of his application.

He was asked about the form of the final output of his project. He said he initially planned a book but this was beyond his funds at present. Now he was looking at 10 issues of a magazine that could be collated into a magazine or book. The creation of the body of work was the first stage.

Who would do the art work? He anticipated people would come forward to contribute over the time of the project.

He held up a copy of a publication of about 16 pages, stapled, and copied on a copier. The community board asked whether he had received feedback from the community on whether people would be willing to pay for copies. He hoped he could sell 80 copies per month at \$7 a copy.

Was the magazine format the right way to do it? Was there another way? A magazine has been tried before. Discussion included posters or solid display. Mr Beauchamp said a lot would depend on how much money could be raised.

Mr Beauchamp was asked about the volunteer component. He said this was about 50% of the time put into the project by those involved.

Further questions were asked including whether Mr Beauchamp had applied for other grants and what would happen if he did not receive any money, or only part of the money. He said the outcome of this process would determine where to go from here.

Mr Beauchamp was thanked for his application and for speaking. He then left the meeting.

**4 DECLARATIONS OF INTEREST**

1. Member Sharron Binns declared interest in the application from Lake Tekapo School.
2. Cr Murphy declared an interest in the application from Tekapo Brightstars Trust.

## 5 REPORTS

### 5.1 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 14 OCTOBER 2020

These minutes had already been confirmed at an earlier meeting, so were noted by the community board.

### 5.2 ALLOCATION OF GRANTS

Discussion on each individual grant application took place in the public excluded part of the meeting. The final decision of the community board is recorded in the resolution below.

#### COMMITTEE RESOLUTION TKCB/2021/196

Moved: Member Sharron Binns

Seconded: Member Carol Simcox

That the Tekapo Community Board allocates the following grants from the 'Promotion of Tekapo Township' (Genesis Energy) fund:

**CARRIED**

Organisation	Project	Amount Requested	Amount Granted
Lake Tekapo Bright Stars Trust	Natural Outdoor Play Space	\$4,906.00	\$4,017.14
Lake Tekapo School	Sandpit and Outdoor Learning Area	\$6,560.75	\$5,000.00
Mackenzie Golf Club	Water tank installation	\$4,637.00	\$4,137.00
William Beauchamp	What's the Story?	\$11,800.00	\$0
	<b>Total Requested</b>	<b>\$27,903.75</b>	<b>\$13,154.14</b>
	<b>Total Available</b>	<b>\$13,154.14</b>	

## 6 PUBLIC EXCLUDED

### RESOLUTION TO EXCLUDE THE PUBLIC

#### COMMITTEE RESOLUTION TKCB/2021/197

Moved: Chairperson Steve Howes

Seconded: Member Carol Simcox

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>6.1 - Minutes of Public Excluded Tekapo Community Board Meeting - 14 October 2020</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>6.2 - Application from Lake Tekapo Bright Stars Trust</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>6.3 - Application from Lake Tekapo School</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>6.4 - Application from Mackenzie Golf Club</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>6.5 - Application from William Beauchamp</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>CARRIED</b>		

**COMMITTEE RESOLUTION TKCB/2021/198**

Moved: Chairperson Steve Howes

Seconded: Cr Matt Murphy

That the Tekapo Community Board moves out of public excluded into public meeting.

**CARRIED**

**The Meeting closed at 4.06pm.**

**The minutes of this meeting were confirmed at the Tekapo Community Board Meeting held on**

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**CHAIRPERSON**

**7.3 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 8 DECEMBER 2021**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** 1. Minutes of Tekapo Community Board Meeting - 8 December 2021

**RECOMMENDATION**

1. That the Minutes of the Tekapo Community Board Meeting held on Wednesday 8 December 2021 be received.
2. That Council notes the following resolutions passed by the Tekapo Community Board:
  - That the Tekapo Community Board supports the proposal from Tekapo Trails to develop a new trail on the unformed legal road from Tekapo Regional Park to Willow Bay, subject to council approval and applicable consents.
  - That the Tekapo Community Board approves a grant of \$689.45 to the Tekapo Community Garden for the purchase of gardening supplies.
  - That the Tekapo Lakefront Improvement Plan for the new path route from the boat club building on Lakeside Drive to the pedestrian bridge at the lake outlet (as attached to the agenda) be approved.
  - That the Tekapo Community Board approves spending \$1,694 from the Tekapo Hall Operational Budget on restocking the kitchen in the Tekapo Hall.





**Mackenzie**

DISTRICT COUNCIL

## **Unconfirmed MINUTES**

**Tekapo Community Board Meeting**

**8 December 2021**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
TEKAPO COMMUNITY BOARD MEETING  
HELD AT THE LAKE TEKAPO SCHOOL MEETING ROOM, LAKE TEKAPO  
ON WEDNESDAY, 8 DECEMBER 2021 AT 3.00PM**

**PRESENT:** Chairperson Steve Howes, Chris Scrase, Carroll Simcox, Sharron Binns, Cr Matt Murphy

**IN ATTENDANCE:** Mayor Graham Smith, Angela Oosthuizen (Acting Chief Executive), David Adamson (General Manager Operations – Acting), Aaron Hakkaart (Manager Planning), Brian Milne (Community Services Officer), Tom O’Neil (Community Services Officer), Arlene Goss (Governance Advisor), Brett King and Shaun Perrin (Fulton Hogan), and four members of the public including TJ McConchie from Tekapo Trails.

**1 OPENING**

The chairperson opened the meeting and welcomed everyone.

**2 APOLOGIES**

**COMMITTEE RESOLUTION TKCB/2021/196**

Moved: Member Chris Scrase

Seconded: Member Carroll Simcox

That the apology received from Cr Anne Munro be accepted.

**CARRIED**

**3 PUBLIC FORUM**

The first speaker asked to be referred to in the minutes by her initials, MP, rather than her full name. She would like to speak against the council’s decision to make community facilities available to vaccine passport holders only. She asked Council to remove the restrictions.

She said the decision by Council was a violation of human rights and democratic rights. She questioned the decision and said groups had cancelled their bookings because of this.

She read from a document regarding the interference with people’s rights. It called for the least restrictive measures to be used, with consideration given to the impact on people’s rights.

She said she did not need this to be discussed right now, but would like consideration to be given. The chairman asked the acting chief executive to explain the circumstances around this decision. The chief executive said there was an internal risk assessment done on staff safety and the thought was that if there was widespread transmission of Covid within the council it would impact on the continuity of services.

She was uncertain how it would look over the Christmas period and was happy to consider the issue again after Christmas.

David Adamson said there was a requirement to deep clean facilities in between each booking if they were used by a mix of vaccinated and unvaccinated groups. Council did not have the staff to do this.

MP asked if council could state it would be regularly reviewing the situation. This would help. The Mayor said the situation would be reviewed in January. MP left the meeting.

#### **4 DECLARATIONS OF INTEREST**

Member Sharron Binns declared an interest in the community garden grant application, as she is a supplier to this project. She will not vote on this item.

#### **5 REPORTS**

##### **5.1 PRESENTATIONS**

Brett King and Shaun Perrin from Fulton Hogan gave a presentation on the new road maintenance contract.

Discussion included the following:

- Problems like pot holes can be reported via the service request system. Fulton Hogan has specific timeframes to meet in responding to service requests.
- The app named “Snap, Send, Solve” is another way to communicate problems.
- The regular reports to community boards are appreciated.
- The chairman thanked them for the work done on the Waka Kotahi speed review. The community has responded well to the lowering of speed limits.
- The grader operator for the district lives in Tekapo.
- The three big maintenance contracts are the most important contracts Council runs.
- Snow clearing will come under this contract.

##### **5.1.1 LATE ITEM - REQUEST FROM TEKAPO TRAILS**

TJ McConchie from Tekapo Trails was at the meeting so this item was brought forward in the agenda. The community board has received a request from Tekapo Trails for approval to develop a trail on an unformed legal road from Tekapo Regional Park to Willow Bay.

This will be subject to resource consent due to the need for earthworks and vegetation clearing. The community board heard that the trust would need to go through the right resource consent process and act accordingly. It had to be done properly. It was on council land. Council did not want to be in a position where it was prosecuting a community group, or itself as a land owner.

Planning manager Aaron Hakkaart said this was a lakeside protection area. They would have to talk to local iwi, and there could be other requirements. A consent lodgement fee was likely to be around \$1,000 to \$1,200. May also require an ecologist. Being on a paper road won't make a difference in terms of land clearance.

If Fulton Hogan were willing to partner with Tekapo Trails that would be a good way to go.

The track would be maintained by the trust.

**COMMITTEE RESOLUTION TKCB/2021/197**

Moved: Member Chris Scrase

Seconded: Member Sharron Binns

That the Tekapo Community Board supports the proposal from Tekapo Trails to develop a new trail on the unformed legal road from Tekapo Regional Park to Willow Bay, subject to council approval and applicable consents.

**CARRIED**

**5.1 PRESENTATIONS CONTINUED**

The Acting General Manager Operations, Dave Adamson, gave a presentation on the new water meters project, a district-wide plan to install water meters on every property. A copy of this presentation is available as an attachment to these minutes.

Discussion included the following matters:

- Stage 1 of the project will do about half of Twizel. Looking for external funding sources to help complete the project.
- Will three waters impact on this? There was no certainty on what this will mean in terms of public ownership of infrastructure. Reform will come into effect in about 2024, so there is a lead time. We should be doing things that are essential for our communities now.
- Charging for water would not happen without public consultation. This should be flagged to the public sooner rather than later.
- Staff are about to start de-sludging the sewage ponds in Tekapo.

**5.2 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 27 OCTOBER 2021****COMMITTEE RESOLUTION TKCB/2021/198**

Moved: Member Sharron Binns

Seconded: Cr Matt Murphy

1. That the Minutes of the Tekapo Community Board Meeting held on Wednesday 27 October 2021 be received and confirmed as an accurate record of the meeting.

**CARRIED**

**5.3 COMMUNITY BOARD FINANCIAL REPORT**

The financial report was noted, including the carry forward amounts.

**5.3.1 LATE ITEM - GRANT APPLICATION FROM TEKAPO COMMUNITY GARDEN**

The Tekapo Community Garden has requested \$689.45 for gardening supplies.

Sharron Binns declared a conflict of interest and did not take part in this item.

This organisation is under the umbrella of the Mackenzie Enhancement Board. The community board believed it provided a general good to the community. About 38 people were involved with the garden.

**COMMITTEE RESOLUTION TKCB/2021/199**

Moved: Member Chris Scrase

Seconded: Member Carol Simcox

That the Tekapo Community Board approves a grant of \$689.45 to the Tekapo Community Garden for the purchase of gardening supplies.

**CARRIED**

**5.4 ADOPTION OF MACKENZIE SPATIAL PLANS**

The chairman said this was comprehensive plan and good reading. This was the result of an 18 month project.

Staff were now working towards the review of the District Plan next year. There would be a further opportunity for review. The spatial plan was a non-statutory document, and the District Plan would be the statutory document.

The Mayor said Council was very grateful to the planning manager and his team for this project. It was run in an exemplary way and a key piece of work for the district.

**5.5 TEKAPO COMMUNITY BOARD GENERAL UPDATE**

The purpose of this report was to provide the Tekapo Community Board with a general update on a number of projects and actions related to the Tekapo area in general and the community board specifically.

Brian Milne introduced new staff member Tom O'Neil who has joined the team.

Maukatua Reserve work starts with soil screening in December, with most of the work finishing in February-March.

Brian Milne asked for feedback on township furniture.

Discussion took place regarding preferred style of bike stands and also additional benches. Keep the seating simple. The Lions Club have provided benches in the past and it would be good to keep to the same style.

Could a design similar to the Lions seats be made? The community board agreed to approach Lions and ask if they can create some furniture. Any design needed to go to staff first to consider things like safety and accessibility.

Could electric bikes use hitching post-style bike stands? No.

Community board member – Chris Scrase and Brian would review and finalise locations and design in the next couple of days after this meeting.

The Tekapo Lakefront Plan has been updated with the changes requested by the community board, and this was attached to the agenda.

The community board noted that the proposed path near the boat ramp was inundated by water at high lake level and this would need to be taken into account.

David Adamson said he was talking to the Department of Conservation about the road reserve land they owned on the lakefront.

The Simpson Lane pathway is on hold for now. The community board viewed this as a safety issue and that it had a higher priority than some of the lakefront work that was included in the plan. Discussion took place on whether the community board would hold back the lakefront work and remove parts of it to be able to afford the Simpson Lane pathway, but they decided they wanted the lakefront work to go ahead without delay. Waka Kotahi had been asked to put a safety refuge in the middle of the road at this point.

The community board congratulated staff on recent work to make the centre of the town look lovely.

Sharron Binns said there were some areas above the Barbara Hay Reserve that were not being weed-eaten. Mr Milne said Whitestone had been asked to fix this.

#### **COMMITTEE RESOLUTION TKCB/2021/200**

Moved: Member Carol Simcox

Seconded: Member Sharron Binns

1. That the report be received.
2. That the Tekapo Lakefront Improvement Plan for the new path route from the boat club building on Lakeside Drive to the pedestrian bridge at the lake outlet (as attached to the agenda) be approved.

**CARRIED**

## **5.6 GENERAL BUSINESS AND COUNCILLOR UPDATE**

**Footpath reflectors** – The roading manager has approved this. The community board continued to support this project and agreed that reflectors shouldn't go on Aorangi Crescent where upgrade work was ongoing.

The governance advisor was asked to contact Mr Luxton to let him know, and provide the roading manager's recommendations.

**Broom and Wildings** – These had been sprayed in the last couple of weeks.

**Shipping Containers in front of Godley Hotel** – Three shipping containers in front of the hotel were an eyesore. The governance advisor would put in a service request asking for this to be investigated.

**Barbara Hay Reserve and Lions Corner** – this maintenance work has been done.



**Lake Tekapo Hall Kitchen Provisioning** – Caroll Simcox asked if the community board could fund the remainder of the re-stocking of the kitchen. Mr Milne said this could come from the operational budget for the hall. A resolution was passed to this effect below and a quote for kitchen items was given to Mr Milne.

**Councillor Update** - Cr Murphy said the Long Term Plan would be formally adopted next Tuesday. Added to the plan was \$30,000 for CCTV cameras in Tekapo, and \$10,000 seed funding towards the relocation of the Tekapo Squash Club.

The Mackenzie Scholarship Awards were interviewed for last week. Councillors had also started work on the District Plan.

Mayor Graham Smith thanked the community board for their work over the past year and wished them a Merry Christmas and all the best for the next year. He then left the meeting at 5.30pm.

#### **COMMITTEE RESOLUTION TKCB/2021/201**

Moved: Member Caroll Simcox

Seconded: Chairperson Steve Howes

That the Tekapo Community Board approves spending \$1,694 from the Tekapo Hall Operational Budget on restocking the kitchen in the Tekapo Hall.

**CARRIED**

### **5.7 COMMUNITY BOARD ACTION LIST**

**Simpson Lane** – to go to Annual Plan.

**Western Carpark** – Signs have been ordered. Contractor will sign off when the work is done.

**Maukatua Reserve** – Aiming to have this completed by March, 2022.

**Lakefront Improvements** – Remove from action list.

**Tekapo Hall** – Keep on action list until new kitchen stock received. Also looking at the booking system.

**Tekapo Sports Facility** - \$10,000 added to the LTP to initiate this project.

David Adamson asked the community board about the old YHA building on the lakefront. This contains workers who have jobs, but with the YHA closing there would be a change in the lease arrangements.

Discussion took place on the continuation of this site as worker accommodation. The community board agreed with this as long as the site was well-managed. It was possible that workers from other businesses might be able to use this facility.

**Rabbit Control** – Need to take this to Te Manahuna Aoraki.

**Bike Stands** – Brian Milne will catch up with Chris Scrase tomorrow on this matter.

**CCTV Cameras** - \$30,000 has been added to the Long Term Plan. Now needed to be procured.

**Aorangi Crescent** – The work outside Tekapo School on Aorangi Crescent is programmed to start on January 11 and will finish on February 4<sup>th</sup>.

**Lions Seat in Tekapo Cemetery** – The seat has been built in the cemetery. Thanks to Stewart Inch and the Lions for their work.

The chairman thanked the community board members and staff for all they had done during the year. The acting chief executive thanked the community board for their proactive approach.

**The Meeting closed at 5.50pm.**

**The minutes of this meeting were confirmed at the Tekapo Community Board Meeting held on .**

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**CHAIRPERSON**

## **8 CONFIRM COUNCIL MINUTES**

### **8.1 MINUTES OF COUNCIL MEETING - 14 DECEMBER 2021**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** 1. Minutes of Council Meeting - 14 December 2021

#### **RECOMMENDATION**

That the Minutes of the Council Meeting held on Tuesday 14 December 2021 be received and confirmed as an accurate record of the meeting.



# **Mackenzie**

DISTRICT COUNCIL

## **Unconfirmed MINUTES**

**Ordinary Council Meeting**

**14 December 2021**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, FAIRLIE  
ON TUESDAY, 14 DECEMBER 2021 AT 9.30AM**

**PRESENT:** Mayor Graham Smith, Cr Anne Munro, Cr Stuart Barwood, Cr Murray Cox, Cr Emily Bradbury, Cr Matt Murphy

**IN ATTENDANCE:** Angela Oosthuizen (Acting Chief Executive), David Adamson (Acting General Manager Operations), Paul Numan (General Manager Corporate), Alexis Gray (General Manager People and Culture), Arlene Goss (Governance Advisor), Chris Clarke (Communications Advisor), Angie Taylor (Solid Waste Manager), Sandy Hogg (Finance Manager), Joni Johnson (Engineering Manager), Nathan and Isaac (Interns).

**1 OPENING**

The Mayor opened the meeting and welcomed the new Engineering Manager, Joni Johnson, and interns Nathan and Isaac.

He gave a karakia.

**2 APOLOGIES**

An apology was received from Cr James Leslie.

**3 VISITORS**

At 10.35am the winners of the Mackenzie Scholarship and Bruce Scott Memorial prizes were announced, and the Mayor presented the prizes to those students and their families who were able to attend the meeting.

The winners of the Mackenzie County Scholarship were:

Katrina Guiney – Mackenzie College

Amie MacLennan – Twizel Area School

Grace McHaffie – Mackenzie Student Resident

And the Bruce Scott Memorial Prize:

Hayden Divers – Mackenzie College

Grace McHaffie and Amie MacLennan were unable to attend the ceremony.

**4 DECLARATIONS OF INTEREST**

Cr Emily Bradbury declared an interest in item “6.8 Local Authority Review”. She is a current alcohol licence holder.

**5 BEREAVEMENTS**

The Mayor read out the following bereavements and a moment of silence was observed:

- Graham Parcell – Died on November 26, 2021. Member of the Royal NZ Air Force. Husband of Gweneth.
- Mary Pawsey – Died on December 12, 2021. Wife of John.
- Les Blacklock – Died on December 2, 2021. Husband of Wendy. Chairman of the Fairlie Community Board and long-standing contributor to the Fairlie community.
- Ross McRobie – Died on November 29, 2021. Waitaki District Councillor. Worked closely with Mackenzie on a number of initiatives and a big loss to the Wataki region.

## **6 MAYOR'S REPORT**

### **6.1 MAYORAL ACTIVITIES REPORT**

The Mayor was pleased to see the council receive funding from regional land transport, but noted this still needed to be signed off by Waka Kotahi.

In the future there would be a requirement for council staff to reduce travel distance by 20 percent. The Mayor believed this was not possible in the Mackenzie district as there were no other options, such as public transport.

He noted other features of his report, including vaccination rates in South Canterbury.

Regarding flood recovery work, more money was needed to repair the rivers after the flood in May. There was a large amount of shingle to be moved, and yet Council was finding it difficult to source shingle for roads.

He mentioned the legal challenge around the Three Waters MOU, which would be further discussed later in the meeting.

The Mayor then noted some meetings he had held with ratepayers and the issues that were raised.

#### **RESOLUTION 2021/103**

Moved: Cr Matt Murphy

Seconded: Cr Murray Cox

That the report be received.

**CARRIED**

### **6.2 CHIEF EXECUTIVE ACTIVITIES REPORT**

The acting chief executive talked about the highlights of her report.

A workshop with iwi would be attended on the 15<sup>th</sup> January.

The panel looking at the future of local government would be doing road shows next year. As soon as the date for Mackenzie was received it would be entered into the councillors diaries.

Council was in the process of consulting with staff on Covid vaccination policy. Concerns had been raised by a few members of the public. Staff can arrange for contactless delivery of postal items in Twizel and will attempt to maintain services. Auckland borders are opening today.



Staff had also been working on civil defence. There was no defined process in terms of providing welfare to the community during an outbreak. Staff were working on this.

The Pukaki Airport meeting with airport users raised some longstanding issues which were being worked through.

Recruitment of new staff was going well.

The Mayor asked a question about how non-vaccinated customers paid for postal services at Twizel, and a discussion followed on this.

Further discussion took place on recruitment and leave balances.

There was a need to follow up on service requests that were not completed. Chris Clarke updated the meeting on work to update the service request system and pull reports from that system. The acting chief executive said uncompleted service requests also needed to be followed up manually.

#### **RESOLUTION 2021/104**

Moved: Cr Anne Munro

Seconded: Cr Emily Bradbury

That the report be received.

**CARRIED**

## **7 REPORTS**

### **7.1 ADOPTION OF THE LONG TERM PLAN 2021-31**

The purpose of this report was to seek that Council adopt the Long-Term Plan 2021-31.

The Long Term Plan was circulated before the meeting and the audit opinion was tabled at the meeting. Both documents are available on request as an attachment to these minutes.

The councillors requested a hard copy of the Long Term Plan, and this will be printed for them.

The Mayor thanked the acting chief executive and finance team for their work on the Long Term Plan.

The Mayor asked to make an additional resolution that Council adequately resources and project manages future statutory accounts. This was carried.

#### **Resolution 2021/105**

Moved: Cr Stuart Barwood

Seconded: Cr Emily Bradbury

1. That the report be received.

**Carried**

#### **Resolution 2021/106**

Moved: Mayor Graham Smith

Seconded: Cr Stuart Barwood

2. That Council receives the final Audit opinion; and

3. That Council adopts the following policies and strategies that are included within the Long-Term Plan:
  - (a) Financial Strategy
  - (b) Infrastructure Strategy
  - (c) Financial Contributions Policy
  - (d) Investment Policy
  - (e) Liability Management Policy
  - (f) Revenue and Financing Policy
  - (g) Significance and Engagement Policy
  - (h) Rates Remission and Postponement Policy; and
4. That the Long-Term Plan 2021-2031 is adopted in accordance with Section 93 of the Local Government Act 2002.

Carried

Resolution 2021/107

Moved: Mayor Graham Smith

Seconded: Cr Anne Munro

5. That Council adequately resources and project manages future statutory accounts.

Carried

## 7.2 RATES RESOLUTION REPORT

The purpose of this report was to meet the requirements of Section 23 of the Local Government (Rating) Act 2002, which requires that rates must be set by resolution. The recommendations also relate to the due dates for payment of rates and the penalties regime.

Finance Manager Sandy Hogg said this report allowed Council to send out rates notices. Once this resolution was passed the rates notices would be sent out later this week. The legal requirement was that ratepayers needed to have notices seven days before they were due.

Cr Murphy asked for an explanation for the Tekapo works and services rate being higher than other towns. Sandy Hogg explained the background to this historical decision and said a workshop would be held with councillors on this matter early next year to see if any changes were required.

Cr Bradbury questioned the dates for rates payment and these were clarified. Would there be enough time provided for people to pay rates in person, when council offices would be closed over the holiday period? Discussion took place on this.

Could penalty dates be extended? No, but imposing them was optional. Discussion was held on communication with the public and whether penalties should be dealt with on a case by case basis. Cr Murphy asked for it to be noted in the minutes that consideration would be given on a case by case basis to the waiving of penalties.

**Resolution 2021/108**

Moved: Cr Murray Cox

Seconded: Cr Matt Murphy

1. That the report be received.

Carried

**Resolution 2021/109**

Moved: Cr Emily Bradbury

Seconded: Cr Stuart Barwood

2. That the Mackenzie District Council resolves to set the following rates under the Local Government (Rating) Act 2002, on rating units in the Mackenzie District for the financial year commencing on 1 July 2021 and ending on 30 June 2022 and sets the due dates for the payment of rates and associated penalties for unpaid rates as also set out below.

**GENERAL RATE**

A general rate set on the capital value of the land under section 13 of the Local Government (Rating) Act 2002, on all rateable land. The general rate will be set differentially using the following categories based on the use and location of the land:

- Ohau A - \$0.0019535 (GST inclusive) per dollar of capital value
- Tekapo A - \$0.0167670 (GST inclusive) per dollar of capital value
- Tekapo B - \$0.0029565 (GST inclusive) per dollar of capital value
- All Other Properties - \$0.0009794 (GST inclusive) per dollar of capital value.

**UNIFORM ANNUAL GENERAL CHARGE**

A Uniform Annual General Charge set on all rateable land under section 15 of the Local Government (Rating) Act 2002.

- A fixed amount of \$150.00 (GST inclusive) per separately used or inhabited part of a rating unit.

**WORKS AND SERVICES RATES**

Targeted rates for works and services, set under section 16 of the Local Government (Rating) Act 2002, assessed on a differential basis as described below:

**Twizel Works and Services Rate**

- A fixed amount of \$26.65 (GST inclusive) per separately used or inhabited part of a rating unit on every rating unit situated in the Twizel community
- \$0.0004419 (GST inclusive) per dollar of capital value on every rating unit situated in the Twizel community.

**Fairlie Works and Services Rate**

- A fixed amount of \$72.03 (GST inclusive) per separately used or inhabited part of a rating unit, on every rating unit situated in the Fairlie community
- \$0.0017474 (GST inclusive) per dollar of capital value on every rating unit situated in the Fairlie community.

**Lake Tekapo Works and Services Rate**

- A fixed amount of \$219.82 (GST inclusive) per separately used or inhabited part of a rating unit, on every rating unit situated in the Lake Tekapo community
- \$0.0002661 (GST inclusive) per dollar of capital value on every rating unit situated in the Lake Tekapo community.

**Rural Works and Services Rate**

- A fixed amount of \$40.50 (GST inclusive) per separately used or inhabited part of a rating unit on every rating unit situated in the rural community
- A rate based on the capital value of the land, set differentially as follows:
  - Ohau A - \$0.0000416 (GST inclusive) per dollar of capital value on every rating unit in the rural community
  - Tekapo A - \$0.0003570 (GST inclusive) per dollar of capital value on every rating unit in the rural community
  - Tekapo B - \$0.0000630 (GST inclusive) per dollar of capital value on every rating unit in the rural community
  - All other rural properties - \$0.0000125 (GST inclusive) per dollar of capital value on every rating unit in the rural community

**SEWAGE TREATMENT RATE**

Targeted rates for sewage treatment, set under section 16 of the Local Government (Rating) Act 2002; of

- A fixed amount of \$61.84 (GST inclusive) per separately used or inhabited part of a rating unit for all rating units situated in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel, and which are connected to a community sewerage scheme.
- A fixed amount of \$15.46 (GST inclusive) per water closet or urinal (after the first) for all rating units situated in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel and which are connected to a community sewerage scheme.

Notes for the purpose of these rates:

The sewage treatment service is treated as being provided if the rating unit is connected to a public sewerage drain. A rating unit used primarily as a residence for one household must not be treated as having more than one water closet or urinal.

**EVERSLEY RESERVE SEWERAGE RATE**

A targeted rate for sewerage, set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$938.33 (GST inclusive) per rating unit for ratepayers in the Eversley Reserve sewerage area of benefit, (excluding those rating units which have opted to pay the lump sum contribution).

**SEWERAGE INFRASTRUCTURE RATE**

Targeted rates for sewerage infrastructure, set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$203.37 (GST inclusive) per separately used or inhabited part of a rating unit for all rating units situated in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel, and which are connected or capable of being connected to a community sewerage scheme.
- A fixed amount of \$50.84 (GST inclusive) per each water closet or urinal (after the first) per separately used or inhabited part of a rating unit for all rating units situated in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel, and which are connected to a community sewerage scheme.

Notes for the purpose of these rates:

The sewerage infrastructure service is treated as being provided if the rating unit is connected to or able to be connected to a public sewerage drain and is within 30 metres of such a drain.

A rating unit used primarily as a residence for one household must not be treated as having more than one water closet or urinal.

#### WATER TREATMENT RATE

A targeted rate for urban water treatment, set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$57.47 (GST inclusive) per separately used or inhabited part of a rating unit in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel, and which are connected to a community water supply (except those rating units receiving a metered water supply).

Notes for the purposes of this rate:

The water supply treatment service is treated as being provided if any part of the rating unit is connected to a Council operated waterworks except those units receiving a metered water supply.

#### WATER INFRASTRUCTURE RATE

A targeted rate for water supply infrastructure, set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$315.64 (GST inclusive) per separately used or inhabited part of a rating unit, which is connected or capable of connection to a community water supply in the communities of Fairlie, Burkes Pass, Lake Tekapo and Twizel (except those rating units receiving a metered water supply).

Notes for the purposes of this rate:

The water supply infrastructure service is treated as being provided, if any part of the rating unit is connected to a Council operated community water supply, or if the rating unit is situated within 100 metres of an urban community water supply waterworks and is capable of connection and where water is not supplied and measured by meter.

#### METERED WATER RATE

A targeted rate under section 16 of the Local Government (Rating) Act 2002 will be assessed on every rating unit connected to a community water supply in Fairlie, Burkes Pass, Lake Tekapo and Twizel, and where water is supplied and measured by meter.

- A fixed amount of \$373.12 (GST inclusive) per separately used or inhabited part of a rating unit which is serviced by a Council water meter.

#### RURAL WATER SUPPLIES

Targeted rates for rural water supplies set under section 19 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$273.61 (GST inclusive) per unit of water supplied to every rating unit serviced by the Allandale Rural water supply
- A fixed amount of \$431.62 (GST inclusive) per unit of water supplied to every rating unit serviced by the Spur Road water supply
- A fixed amount of \$221.00 (GST inclusive) per unit of water supplied to every rating unit serviced by the Downlands Rural water supply area in the Mackenzie District.

Targeted rates for rural water supplies set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$93.02 (GST inclusive) per rating unit serviced by the Ashwick / Opuha Rural water supply
- A rate of \$6.89 (GST inclusive) per hectare on every rating unit serviced by the Fairlie Water Race
- A fixed amount of \$30.00 (GST inclusive) per rating unit serviced by the Fairlie Water Race
- A fixed amount of \$553.00 (GST inclusive) per rating unit serviced by the Downlands water supply area in the Mackenzie District.

#### URBAN STORMWATER RATE

A targeted rate for urban stormwater set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$33.54 (GST inclusive) per separately used or inhabited part of a rating unit which is situated in the Fairlie, Lake Tekapo and Twizel.

#### DISTRICT ROADING RATE

Targeted rates for Mackenzie District Roding, set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$84.66 (GST inclusive) per separately used or inhabited part of a rating unit on every rating unit (excluding Mount Cook Village) situated in the Mackenzie District.
- A rate based on capital value, set differentially as follows:
  - Ohau A – \$0.0002624 (GST inclusive) per dollar of capital value
  - Tekapo A – \$0.0022521 (GST inclusive) per dollar of capital value
  - Tekapo B – \$0.0003971 (GST inclusive) per dollar of capital value

- All other district properties – \$0.0001333 (GST inclusive) per dollar of capital value

#### URBAN SOLID WASTE RATE

A targeted rate for solid waste, set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$290.62 (GST inclusive) per separately used or inhabited part of a rating unit for all rating units to which Council provides the service.

#### TWIZEL IMPROVEMENT RATE

A targeted rate for funding capitalised improvement work in the Twizel community area of benefit, set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$51.08 (GST inclusive) per separately used or inhabited part of a rating unit situated in the Twizel community area of benefit.

#### TOURISM AND ECONOMIC DEVELOPMENT RATES

Targeted rates for Mackenzie District tourism and promotion and economic development, set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$8.66 (GST inclusive) per separately used or inhabited part of a rating unit on every rating unit situated in the Mackenzie District
- A rate of \$0.0006553 (GST inclusive) per dollar of capital value on rating units in the commercial business category
- A fixed amount of \$100.00 (GST inclusive) per rating unit on rating units in the industrial land properties category
- A rate of \$0.0006587 (GST inclusive) per dollar of capital value on rating units in the commercial accommodation business category
- A rate of \$0.0003294 (GST inclusive) per dollar of capital value on rating units in the secondary accommodation properties category.

#### RURAL CATTLE STOP MAINTENANCE RATE

A targeted rate for rural cattle stop maintenance, set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$125.00 per cattle stop or part thereof, on those rating units benefitting.

#### COMMUNITY FACILITIES RATE

A targeted rate to fund 30% of the cost of Twizel Events Centre, Twizel Swimming Pool, Lake Tekapo / Takapō Community Hall, Mackenzie Community Centre, Strathconan Swimming Pool, Albury Hall, Skipton Hall, and Sherwood Hall, set under section 16 of the Local Government (Rating) Act 2002, of

- A fixed amount of \$29.20 per separately used or inhabited part of a rating unit on every rating unit in the Mackenzie District.



**FIXED CHARGES**

Under section 21 of the Local Government (Rating) Act 2002, the Council is limited to setting fixed charges, excluding charges for water and sewer, at 30% of the total revenue from all rates sought by the Council.

The Mackenzie District Council has complied with section 21 of the Local Government (Rating) Act 2002 as excluding water and sewer charges, fixed charges as a percentage of the total rates amount to 14.45%.

**DUE DATE FOR PAYMENT OF RATES**

All rates will be payable in three equal instalments on the due dates as follows:

Instalment Number	Due Date
One	(An invoice issued by the Council under section 50 of the Local Government (Rating) Act 2002 was due on 20 September 2021, which the Council treats as Instalment one)
Two	30 December 2021
Three	20 March 2022
Four	20 June 2022

**PENALTIES**

That pursuant to sections 57 and 58 of the Local Government (Rating) Act 2002, the Council prescribes the following penalties to be added to unpaid rates:

- a) A penalty of 5% of the amount of any rates that have been assessed after 1 July 2021 and which are unpaid after the due dates will be applied on:
  - 7 January 2022
  - 22 March 2022
  - 22 June 2022
- b) A further 5% penalty will be added to unpaid rates from previous financial years unpaid on the later of 5 working days after the date of resolution. The penalty will be added on 21 December 2021.
- c) A further 5% penalty will be added to unpaid rates from previous financial years that remain unpaid on 21 June 2022.

**PAYMENT OF RATES**

That rates shall be payable at any of the following places:

Council offices, 53 Main Street, Fairlie (between the hours of 8.30 am to 5.00 pm, Monday to Friday), and Market Place, Twizel (between the hours of 8.30 am to 5.00 pm Monday to Friday) excluding public holidays.

Carried

*The Mayor adjourned the meeting at 10.35am to present scholarships to Mackenzie students and then invited them to stay for morning tea. The meeting reconvened at 11.11am*

### **7.3 MOU BETWEEN PARTNER COUNCILS IN RELATION TO THE THREE WATERS**

The purpose of this report was to seek a decision from Council on whether to support the MOU that has been signed by Timaru, Whangarei and Waimakariri councils to attempt to convince the Government to alter its intention to proceed with legislation mandating Council to transfer their three waters assets into the ownership and control of the proposed new entities.

The Mayor provided some background on this issue.

This MOU does not include funding the legal challenge taken by Timaru District and two other councils. However, they are asking small councils to pay \$10,000 towards advertising. The Mayor declared a conflict because he was involved in this initiative at the earlier stages.

Cr Munro said the MOU between LGNZ and the government was a surprise to the audience at the local government conference in Blenheim. You got the impression there had been very little consultation with members.

The Mayor believed the board of LGNZ should go over this again. Timaru was the only council to cancel its membership of LGNZ over this issue.

The government has delayed the legislation.

The Mayor said it was important for smaller councils to have a voice. LGNZ was unable to do this type of work because it had signed the MOU with the government.

Cr Barwood did not support the staff recommendation. He said council would be tone deaf if it did not support this MOU, given the community's concerns.

There were no legal implications to supporting the MOU.

Cr Munro said the issue of the ownership of assets needed to be questioned.

This was as much around democracy as anything else. Agreed that the status quo isn't the best and we all want good drinking water.

Cr Bradbury supported joining the MOU. Cr Cox was against it.

Further discussion took place on central government over reach.

#### **RESOLUTION 2021/110**

Moved: Mayor Graham Smith

Seconded: Cr Stuart Barwood

1. That the report be received.

**CARRIED**

2. That Council does not support becoming a partner council opposing the 3 Waters Reform (per the attached MOU).

Moved by Cr Cox. There was no seconder so the motion lapsed.

#### **RESOLUTION 2021/111**

Moved: Mayor Graham Smith

Seconded: Cr Emily Bradbury

3. That Council supports becoming a partner council opposing the 3 Waters Reform (per the attached MOU).
4. That Council approves spending up to \$10,000 to become a partner council.

**CARRIED**

Cr Cox asked for his vote against the motion to be recorded in the minutes.

#### **7.4 SUBMISSION ON ECONOMIC REGULATION AND CONSUMER PROTECTION FOR THREE WATERS**

MBIE is consulting with councils on how economic regulation and consumer protection for the future three water system should be designed.

Mackenzie District Council is to make its own submission on behalf of its ratepayers.

David Adamson offered to go through the details of the submission at the meeting. He said he tried to orientate this submission towards a small community view.

The councillors asked to add to the submission the decision made earlier in the meeting, that Council has become a partner member of the group discussed in the item above.

The councillors also asked to add examples to the submission of situations when electricity infrastructure was not able to serve the community as promised.

A copy of the submission is available on request as an attachment to these minutes.

#### **RESOLUTION 2021/112**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That Council receive the report on a submission for the economic regulation and consumer protection for three Waters.
2. That Council endorses the submission circulated under separate cover and approves its submission to MBIE.

**CARRIED**

#### **7.5 REQUEST TO CHANGE DELEGATION AUTHORITY FOR THE CONSTRUCTION CONTRACT 1298 FOR THE FAIRLIE WATERMAIN RENEWALS**

The purpose of this report was to request a change to the delegated authority to enable the sign off the Fairlie Watermain renewals contract by the chief executive over the holiday period, instead of going back to Council for sign off next year.

The contract value only just exceeds the delegation of the Chief Executive, and going back to Council will delay the procurement process.

David Adamson said he wanted to let this contract as soon as possible. This was a straightforward contract and was the final contract of the Covid stimulus package to cover Fairlie. Delegating this to the chief executive would mean it would not need to wait until the next Council meeting in the new year.

This has been procured in the normal way and has been out for tender. A very straightforward tender process took place.

Cr Barwood asked to add the Mayor to the resolution, in addition to the chief executive. This was agreed.

**RESOLUTION 2021/113**

Moved: Cr Anne Munro

Seconded: Cr Matt Murphy

1. That the report regarding the delegation of the letting of the Fairlie Water Main renewal Contract be received.

**CARRIED**

**RESOLUTION 2021/114**

Moved: Cr Stuart Barwood

Seconded: Cr Matt Murphy

2. That Council delegates authority to approve the Fairlie Watermain renewals contract to the Chief Executive and the Mayor.

**CARRIED**

**7.6 SET NEW COMMERCIAL SOLID WASTE FEES AND CHARGES**

This report proposes a new fee for the acceptance of recycling from commercial waste operators at the Twizel Resource Recovery Park.

Angie Taylor joined the meeting and explained the reason for the change in fees. This introduces another step in the process, prompted by Timaru District Council's financial system. It doesn't cost council any more money, but it changes the process of allocating the money.

She has been in discussion with Envirowaste and will notify them of the outcome of this discussion.

David Adamson asked to add to the resolution that this change comes into effect after the new waste facility at Timaru becomes operational.

Discussion took place on upgrading the Fairlie recovery park. There was not currently any money to do this but funding might be available, as it was a recycling initiative.

**RESOLUTION 2021/115**

Moved: Cr Matt Murphy

Seconded: Cr Murray Cox

1. That the report be received.

2. That a new commercial recycling fee of \$207.24/tonne is added to the fees and charges for solid waste, with the change coming into effect when the new waste facility at Timaru becomes operational.

**CARRIED**

*Cr Murphy apologised for absence and left the meeting at 12.12pm.*

## **7.7 RETROSPECTIVE APPROVAL OF EXEMPTION TO THE PROCUREMENT POLICY - DISTRICT PLAN REVIEW PROJECT PLAN**

This report sought an exemption to Council's Procurement Policy allowing for the direct appoint of Taylor Planning Limited, and Clare Lenihan, Barrister, as Planning and Legal Advisors to the formation of a District Plan Review Project Plan and Program of Works.

Planning manager Aaron Hakkaart joined the meeting. He took the report as read and answered questions from the councillors.

### **RESOLUTION 2021/116**

Moved: Cr Anne Munro

Seconded: Cr Murray Cox

1. That Council retrospectively approves an exemption to Council's Procurement Policy, allowing for the direct appoint of Taylor Planning Limited, and Clare Lenihan – Barrister as Planning and Legal Advisors to the formation of a District Plan Review Project Plan and Program of Works, to a value of \$100,000.

**CARRIED**

## **7.8 LOCAL ALCOHOL REVIEW - NEXT STAGES AND FORMATION OF JOINT COMMITTEE**

The purpose of this report was to outline the next stage of the review of the Local Alcohol Policy (LAP), establish a joint committee and nominate two elected members to be part of the joint committee

Cr Emily Bradbury declared an interest in this item in that she was a license holder. She did not vote.

Regulatory officer Mark Offen joined the meeting. He said Timaru District Council received some legal advice regarding the make-up of the committee and two councillors needed to be appointed.

The district had an alcohol compliance visit from Timaru District Council and Timaru police in the past month and nothing untoward was found. The district was fully compliant.

### **RESOLUTION 2021/117**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That the report on the draft local alcohol policy joint committee agreement and terms of reference be received.

**CARRIED**

**RESOLUTION 2021/118**

Moved: Cr Murray Cox

Seconded: Cr Anne Munro

That:

2. Council approves entering into an agreement with the Timaru District Council and the Waimate District Council under clause 30A of Schedule 7 of the Local Government Act 2002 to establish a Joint Committee in relation to the review of the Joint Local Alcohol Policy.
3. Council approves the Local Alcohol Policy Joint Committee Agreement and Terms of Reference.
4. Council appoints Cr Leslie and Cr Murphy to the Local Alcohol Policy Joint Committee.

**CARRIED**

**7.9 QUARTERLY PORTFOLIO REPORT - BANCORP TREASURY SERVICES**

Finance Manager Sandy Hogg updated the councillors on maturing investments and said this money would be reinvested. Now that Council was taking on debt, Bancorp would be doing additional work for the council.

Council would reinvest about \$4 million over the next couple of months, and would also borrow from the Local Government Fund for agreed projects. Legislation required an amount to be held in cash reserves.

Cr Cox asked if Council should have a discussion on where it wanted to invest. The councillors agreed and asked for a workshop to discuss upcoming investment decisions. The acting chief executive also wanted to carry out an independent review of council's property/forestry investments.

The Mayor asked about internal borrowing. This interest rate was the same as the market rate.

**7.10 MONTHLY SOUTH CANTERBURY CHAMBER OF COMMERCE REPORTS - SEPTEMBER AND OCTOBER 2021**

Leaine Rush joined the meeting.

Since the agenda went out she has received an updated report from the chamber. She provided updated information to the councillors. The chamber of commerce has been very busy over lockdown helping businesses with government payments.

The new contract between Council and the chamber was currently under negotiation. It would cover the next two and a half years, to come into line with the ChristchurchNZ tourism promotion contract.

They had been asked to use both council's brand and the chamber's brand so businesses were aware of where the money was coming from.

**RESOLUTION 2021/119**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

That the information be noted.

**CARRIED**

*The meeting adjourned for lunch at 12.55pm and reconvened at 1.22pm.*

**7.11 ELECTION 2022**

The purpose of this report was to update Council on work towards the next local government election, and to appoint an Electoral Officer under Section 12 Local Electoral Act 2001.

Council doesn't have the resources to run the election itself. Appointing an outside electoral officer was a way to do this, and ensured all the statutory requirements were met.

**RESOLUTION 2021/120**

Moved: Cr Stuart Barwood

Seconded: Cr Anne Munro

1. That the report be received.

**CARRIED****RESOLUTION 2021/121**

Moved: Cr Anne Munro

Seconded: Cr Murray Cox

2. That Council re-appoints Anthony Morton as Electoral Officer to exercise the powers and carry out the duties conferred on an Electoral Officer by the Local Government Act 2001 and any other enactment, in relation to Council.

**CARRIED****7.12 MEETING SCHEDULE FOR 2022**

The purpose of this report was to advise Council of the Schedule of Meetings for the Mackenzie District Council and Council Committees for 2022.

The acting chief executive said some extras were built into this calendar, including regular public consultation events. Communications advisor Chris Clarke outlined the reasons for holding these drop-in events.

The induction for new elected members has also been included in this calendar.



Cr Munro asked to ensure that workshops were only conducted when something was needed. She did not want to think that workshops were held for the sake of it.

**RESOLUTION 2021/122**

Moved: Cr Emily Bradbury

Seconded: Cr Murray Cox

1. That the report be received.

**CARRIED**

**RESOLUTION 2021/123**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

2. That the Schedule of Meetings attached to the agenda, showing the meeting dates for 2022, be adopted by Council.

**CARRIED**

**7.13 INFOMETRICS MACKENZIE DISTRICT QUARTERLY ECONOMIC REPORT - SEPTEMBER 2021**

Economic Development Manager Martin Homisan introduced his report. It contained statistical data from Infometrics.

He highlighted a continuation of decline in key economic indicators. On their own they were not dramatic, but he was concerned about the cumulative decline over time, since the pandemic started.

From November onwards a new web page was created on the council's website and this data was now available for businesses and the general public to access.

The Mayor noted that new car registrations were up and wondered who was buying new cars. Councillors suggested farmers were buying new utes before new legislation came into effect. Mr Homisan said supply chain problems meant new cars were becoming harder to get.

Council could not control the economy but was able to incentivise people in limited ways. Mr Homisan said as time goes by we need to be concerned about who will be living in the district in 10 years, and what type of assistance would be needed. He believed that Covid would continue to cause problems for the next decade.

**8 COMMUNITY BOARD RECOMMENDATIONS****8.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 1 NOVEMBER 2021****RESOLUTION 2021/124**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That the Minutes of the Twizel Community Board Meeting held on Monday 1 November 2021 be received.

**CARRIED**

## **8.2 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 27 OCTOBER 2021**

### **RESOLUTION 2021/125**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That the Minutes of the Tekapo Community Board Meeting held on Wednesday 27 October 2021 be received.
2. That Council notes the following resolution passed by the Tekapo Community Board:  
That the Tekapo Community Board supports the request from Tekapo Lions to place a seat at the Lake Tekapo Cemetery.

**CARRIED**

## **8.3 MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 28 OCTOBER 2021**

### **RESOLUTION 2021/126**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That the Minutes of the Fairlie Community Board Meeting held on Thursday 28 October 2021 be received.

**CARRIED**

## **9 CONFIRM COUNCIL MINUTES**

### **9.1 MINUTES OF COUNCIL MEETING - 28 SEPTEMBER 2021**

#### **RESOLUTION 2021/127**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

That the Minutes of the Extraordinary Council Meeting held on Tuesday 28 September 2021 be received and confirmed as an accurate record of the meeting.

**CARRIED****9.2 MINUTES OF COUNCIL MEETING - 7 OCTOBER 2021****RESOLUTION 2021/128**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

That the Minutes of the Council Meeting held on Thursday 7 October 2021 be received and confirmed as an accurate record of the meeting.

**CARRIED****9.3 MINUTES OF COUNCIL MEETING - 19 OCTOBER 2021****RESOLUTION 2021/129**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

That the Minutes of the Council Meeting held on Tuesday 19 October 2021 be received and confirmed as an accurate record of the meeting.

**CARRIED****9.4 MINUTES OF COUNCIL MEETING - 10 NOVEMBER 2021****RESOLUTION 2021/130**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

That the Minutes of the Council Meeting held on Wednesday 10 November 2021 be received and confirmed as an accurate record of the meeting.

**CARRIED****9.5 MINUTES OF COUNCIL MEETING - 15 NOVEMBER 2021****RESOLUTION 2021/131**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

That the Minutes of the Council Meeting held on Monday 15 November 2021 be received and confirmed as an accurate record of the meeting.

**CARRIED**

#### **9.6 MINUTES OF COUNCIL MEETING - 16 NOVEMBER 2021**

##### **RESOLUTION 2021/132**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

That the Minutes of the Council Meeting held on Tuesday 16 November 2021 be received and confirmed as an accurate record of the meeting.

**CARRIED**

#### **9.7 MINUTES OF ENGINEERING AND SERVICES COMMITTEE MEETING - 16 NOVEMBER 2021**

##### **RESOLUTION 2021/133**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That the Minutes of the Engineering and Services Committee Meeting held on Tuesday 16 November 2021 be received and the recommendations therein be adopted.

**CARRIED**

#### **9.8 MINUTES OF COMMERCIAL AND ECONOMIC DEVELOPMENT COMMITTEE MEETING - 16 NOVEMBER 2021**

##### **RESOLUTION 2021/134**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That the Minutes of the Commercial and Economic Development Committee Meeting held on Tuesday 16 November 2021 be received and the recommendations therein be adopted.

**CARRIED**

**9.9 MINUTES OF PLANNING AND REGULATIONS COMMITTEE MEETING - 16 NOVEMBER 2021****RESOLUTION 2021/135**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That the Minutes of the Planning and Regulations Committee Meeting held on Tuesday 16 November 2021 be received and the recommendations therein be adopted.

**CARRIED****9.10 MINUTES OF STRATEGY COMMITTEE MEETING - 16 NOVEMBER 2021****RESOLUTION 2021/136**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That the Minutes of the Strategy Committee Meeting held on Tuesday 16 November 2021 be received and the recommendations therein be adopted.

**CARRIED****9.11 MINUTES OF AUDIT AND RISK COMMITTEE MEETING - 7 SEPTEMBER 2021****RESOLUTION 2021/137**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That the Minutes of the Audit and Risk Committee Meeting held on Tuesday 7 September 2021 be received and the recommendations therein be adopted.

**CARRIED**

The Mayor said he had written a letter to the family of Les Blacklock, the former chairman of the Fairlie Community Board. He noted the sad loss of Mr Blacklock and recognised him for the efforts he put into the Fairlie community. He was a friendly man and always prepared to give a helping hand. He was involved in what was going on and will be missed by the community board.

**10 PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2021/138**

Moved: Cr Anne Munro

Seconded: Cr Emily Bradbury

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>10.1 - Downlands Water Scheme - Joint Committee Agreement - commencement date</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>10.2 - Minutes of Public Excluded Council Meeting - 28 September 2021</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>10.3 - Minutes of Public Excluded Engineering and Services Committee Meeting - 17 August 2021</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>10.4 - Minutes of Public Excluded Commercial and Economic Development Committee Meeting - 16 November 2021</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>10.5 - Minutes of Public Excluded Planning and Regulations Committee Meeting - 16 November 2021</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for

		withholding would exist under section 6 or section 7
<b>10.6 - Minutes of Public Excluded Audit and Risk Committee Meeting - 7 September 2021</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>CARRIED</b>		

<p><b>RESOLUTION 2021/139</b></p> <p>Moved: Mayor Graham Smith</p> <p>Seconded: Cr Stuart Barwood</p> <p>That Council moves out of closed meeting into open meeting.</p> <p style="text-align: right;"><b>CARRIED</b></p>
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**The Meeting closed at 1.57pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on .**

.....  
**CHAIRPERSON**



**9 PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>9.1 - Approval of Exemption to the Procurement Policy - District Plan Review</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>9.2 - Minutes of Public Excluded Council Meeting - 14 December 2021</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7