



*493<sup>RD</sup> MEETING*

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

**Date: Tuesday, 12 February 2019**

**Time: 9.30am**

**Location: Council Chambers**

**Fairlie**

# **AGENDA**

## **Ordinary Council Meeting**

**12 February 2019**

**Suzette van Aswegen  
Chief Executive Officer**

**Council Membership:**

Mayor Graham Smith (Chair)

James Leslie

Russell Armstrong

Anne Munro

Stuart Barwood

Chris Clarke

Paul Hannagan

\*\*\*\*\*

**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)

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**1 OPENING****2 APOLOGIES****3 VISITORS**

**10.30am:** Presentation of the Mackenzie County Scholarship, Mackenzie Resident Category, to Will Pudney. His parents will be joining him with morning tea to follow.

**11.30am:** The council meeting will adjourn and members of Council will meet with members of the Dark Sky Reserve board, including chairman John Hearnshaw, Steve Butler, Bruce Mitchum, Gavin Loxton, Alan Gilmore, Kaye Paardekooper, Kirsty Phillips, Rebecca Greatrex, Sally Jones and Margaret Austin.

**4 DECLARATIONS OF INTEREST****5 BEREAVEMENTS**

## **6 MAYOR'S REPORT**

### **6.1 MAYORAL ACTIVITY REPORT**

**File Reference:** PAD

**Attachments:** Nil

#### **RECOMMENDATIONS**

That the report be received.

### **ACTIVITIES**

#### **Meetings and Events**

Recent meetings and events of note that I have attended since the last Council meeting on 11 December 2018 include:

#### **December 2018**

- 11 December – Council meeting and Citizenship ceremony.
- 13 December – The Acting CEO and I met with a Pukaki Ward ratepayer, then attended the Alps 2 Ocean Joint Committee meeting in Twizel. Following this we met with a Tekapo business owner and then attended a site visit at the Woodburn Plantation with Ecan staff, our Forestry Manager and Cr Barwood. In the evening I attended the Mackenzie College prizegiving and presented the Mackenzie County Scholarship award and Bruce Scott Memorial Prize.
- 14 December – Met with a Fairlie resident then attended the Fairlie Primary School end of year assembly. Late afternoon Margaret and I participated in the Fairlie Christmas Parade along with some staff and Cr Barwood and Cr Munro on the Council float kindly provided by Cr Barwood.
- 17 December – Attended the final assembly at Albury School and special occasion with teacher Di Anderson retiring after 38 years of teaching.
- 20 December – Council workshop in Fairlie.
- 21 December – Spoke on Breeze FM, Timaru for Mayoral Radio Show.

#### **January 2019**

- 1 January – Attended and participated in New Years Day Parade in Fairlie.
- 11 January – Lake Ohau celebration and memorial, Te Waipournama People.
- 15 January – Met with a group of Twizel business owners and then met with Ben Ohau Golf Club representatives. Attended extraordinary Council meeting in late afternoon in Twizel.
- 18 January – Met with Opuha Ward ratepayers.
- 24 January – Council workshop in Fairlie.
- 25 January – Met with Mayor Donna Favel from Ashburton District Council and Kylie Murphy and Anne Thomson from Heartlands Fairlie.

- 28 January – Twizel Community Board.
- 30 January – Tekapo Community Board. Attended Albury Water AGM in evening.
- 31 January – Attended Regional Transport Committee meeting followed by Mayoral Forum working dinner.

**February 2019**

- 1 February – Attended Mayoral Forum and Civil Defence Joint Committee meeting.
- 12 February – Council meeting.

**7 PUBLIC EXCLUDED REPORTS**



## **8 REPORTS**

### **8.1 CHIEF EXECUTIVE OFFICER'S ACTIVITIES REPORT**

**File Reference:** PAD 2/3

**Attachments:** Nil

#### **RECOMMENDATIONS**

That the report be received.

## **ACTIVITIES**

### **Provincial Growth Fund Application - Feasibility Study**

Planning and preparation work for this project is well underway, as follows:

1. The Mackenzie Development Group (MDG) is identifying priorities and issues across the district with the help of Community Boards and their resident networks. Likewise, Council staff are gathering their thoughts and ideas in accordance with projects identified in the Long Term Plan 2018-28 and in Council's Business Strategy 2018-22. The intelligence gathered through this exercise will help inform the contents of the consultants' briefs;
2. The procurement system and process is being researched and planned for with the assistance of Ministry of Business, Innovation and Employment (MBIE) and Department of Conservation (DOC);
3. A meeting between representatives of Mackenzie District Council, MBIE, DOC and the MDG has been scheduled for 15 February 2019 to initiate and scope the project.
4. Following the above scoping exercise, the Committee of Council will be formed to govern the process, including a Terms of Reference.

## **CORPORATE WORK ITEMS**

### **Staff Movements**

We welcome Craig Rogerson as Council's new Building Control Officer, Adrian Hodgett as the Finance Team Leader and Charlotte Borrell as the new Committee Administrator. We are pleased to have them on board and wish them well in their new roles.

### **Water Supplies**

There have been no failed water supply tests since the last Council meeting.

### **Civil Defence**

There have been no Civil Defence incidents since the last Council meeting. However approval has been granted for a possible deployment of staff to assist with the Nelson fire, where a state of emergency was declared on Wednesday morning, February 6.

### **Health and Safety**

Since the last report to the Council meeting on 6 November there has been:

- One report of a staff incident – Occupational Overuse syndrome – addressed through correcting workstation setup and provision of ergonomic devices

- 6 reports of staff near misses – 5 involving vehicle trips on the state highway, one slip on gravel surface at the Fairlie offices
- Three reports of contractor incidents, two involving vehicle use and one relating to a machinery failure.

All were reported to Council staff appropriately.

### Local Government Official Information Meeting Act (LGOIMA) Requests

The following LGOIMA requests received since the Council meeting in November when I last prepared a report to Council:

Date Received	From Whom	Nature of Request
05/11/2018	Lara Labudde	Ben Ohau Road Assessment & Delineation Reports
14/11/2018	Katie Scotcher, Radio NZ	Bullying Complaints within Council
19/11/2018	Shani Bennik, Taxpayers Union	Amount paid Residence Assoc & Ratepayer Assoc
19/11/2018	Shani Bennik, Taxpayers Union	Amounts paid to Chamber of Comm, Property Council branches, industry groups, other lobby groups
20/11/2018	Garrick Wright-McNaughton, NZ Taxpayers Union	Koru Club Membership
21/11/2018	Shani Bennik, Taxpayers Union	Hold music
21/11/2018	Jo Mckenzie-Mclean, Stuff	Christmas Media Questions
22/11/2018	Chris Harper, CKH Homes	Title Plans the Council signed off on for Tussock Bend
23/11/2018	Tabitha Lorck, Taxpayers Union	Koha Payments
23/11/2018	Shani Bennik, Taxpayers Union	A4 paper purchases
23/11/2018	Shani Bennik, Taxpayers Union	Total spent on electricity
23/11/2018	Shani Bennik, Taxpayers Union	Fleet Vehicle Info
23/11/2018	Shani Bennik, Taxpayers Union	Salaries over \$200,000
28/11/2018	Mary, Russell Moon & Fail	Management of HAIL site (received verbally)
30/11/2018	Charlotte Honeywill, Milward Finlay Lobb	Information relating to soil contamination & Flood Hazards at 50-58 Regent St, Fairlie
26/11/2018	Neeraj Pratap, Pattle Delamore Partners	Flood Assessment - Ashwick
28/11/2018	Mary, Russell Moon & Fail	Management of HAIL site (received verbally)
30/11/2018	Charlotte Honeywill, Milward Finlay Lobb	Information relating to soil contamination & Flood Hazards at 50-58 Regent St, Fairlie
26/11/2018	Neeraj Pratap, Pattle Delamore Partners	Flood Assessment - Ashwick
03/12/2018	Charlotte Honeywill, Milward Finlay Lobb	HAIL Report - Fairlie-Tekapo Rd
04/12/2018	Charlotte Honeywill, Milward Finlay Lobb	HAIL Report - 255 Nixons Rd
04/12/2018	Charlotte Honeywill, Milward Finlay Lobb	HAIL Report - 45 Temple Dr
04/12/2018	Charlotte Honeywill, Milward Finlay Lobb	HAIL Report - 31 Temple Dr

04/12/2018	Charlotte Honeywill, Milward Finlay Lobb	HAIL Report - 51 Nixons Rd
04/12/2018	Charlotte Honeywill, Milward Finlay Lobb	HAIL Report - Geraldine-Fairlie Highway
06/12/2018	Albie Aubrey	Survey on Pensioner Housing
11/12/2018	Peta Berry	Resource Consents for Chicken Egg & Meat Bird Farms
13/12/2018	Andrew Lawler, Office of Stuart Smith	Pool Inspections
20/12/2018	Torika Tokalau-Chandra, Stuff	Dogs in Shelters over Christmas
22/01/2019	Nicky Cameron, Grove Darlow Law	Copy of 3 property files
14/01/2019	Nina Welanyk Brown, Water Safety	Funds Allocated to Sport & Recreation for 2017/2018
16/01/2019	Patrick Cornish, Taxpayers Union	Economic Grants to Toyota NZ
18/01/2019	Emma Bush, Tavendale & Partners	Resource Consent Enquiry
22/01/2019	Kartrina Palmer, Tavendale & Partners	Resource Consent Enquiry
10/01/2019	Sally Elford, Baseline Group	Resource Consent Enquiry
22/01/2019	Maria Rodgers, Vic Uni	Harvesting plants by Iwi on Council land
22/01/2019	Jackson, Unispace	Copy of Meridian property file on Old Iron Bridge Road
22/01/2019	Charlotte Honeywill, Milward Finlay Lobb	HAIL Report - Valn. 25320/007.27 (Manuka Terrace)

## Meetings and Events

Recent meetings and events of note that I have attended since my last Council meeting on November 6, 2018 include:

### November

- 6 November – Council meeting in Twizel. Elected members and I met with Simon Upton, Parliamentary Commissioner for the Environment.
- 7 November – The Mayor and I met with Timaru District Council.
- 8 November – Had meeting with consultants.
- 9 November – Attended workshop with elected members and Group Managers. Attended Extraordinary meeting to adopt Annual Report Summary.
- 19 November – Attended SOLGM Navigating Political Relationships workshop in Wellington.
- 20 November – Attended Committee meeting day.
- 21 November – Attended Alpine Shareholder meeting in evening.
- 22 November – The Mayor and I travelled to Wellington and attended the Rural Provincial meeting.
- 23 November – Day 2 of Rural Provincial meeting. In afternoon the Mayor and I met with a MBIE staff member and a representative of DOC.
- 26 November – Met with a Fairlie resident. Met with Neville Reilly of Canterbury Civil Defence Emergency Management. Later in afternoon met with a Fairlie resident.
- 29 November – Attended an Alpine Energy shareholder discussion.

### December

- 3 December – Attended Twizel Community Board meeting. In evening attended Twizel Business Group meeting.
- 5 December – Attended Annual Plan workshop in Tekapo. Attended Tekapo Community Board meeting.
- 6 December – Attended Fairlie Community Board meeting.
- 7 December – Had a public relationship meeting with a Twizel businessman.
- 10 December – 7 January – Leave. Glenn Snelgrove acted as Chief Executive Officer from 10-21 December.

**January 2019**

- 10 January – Held monthly staff meeting. Met with member of Mackenzie Development Group.
- 15 January – Met with a group of Twizel business owners and then met with Ben Ohau Golf Club representatives. Attended extraordinary Council meeting in late afternoon in Twizel.
- 16 January – Met with South Canterbury Chamber of Commerce.
- 17 January – Met with a consultant. Late in the afternoon met with a Fairlie resident.
- 18 January – Met with representative of EAP Services.
- 23 January – Attended Mackenzie Development Group meeting in Tekapo.
- 24 January – Council workshop in Fairlie. Held staff meeting in Fairlie.
- 28 January – Attended Twizel Community Board.
- 30 January – Attended Tekapo Community Board.
- 31 January – Met with PSA Union Representative for general meeting. In late afternoon attended the Fairlie Community Board.

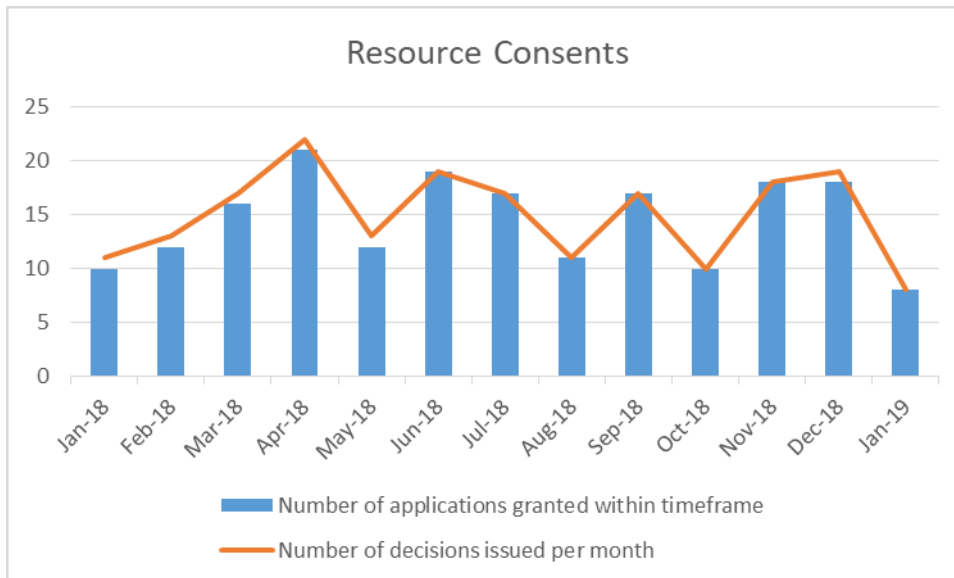
**February 2019**

- 1 February – Met with consultant.
- 5 February – Met with Ngai Tahu Property.
- 11 February – Attended meeting with South Canterbury CEOs.
- 12 February – Council meeting.

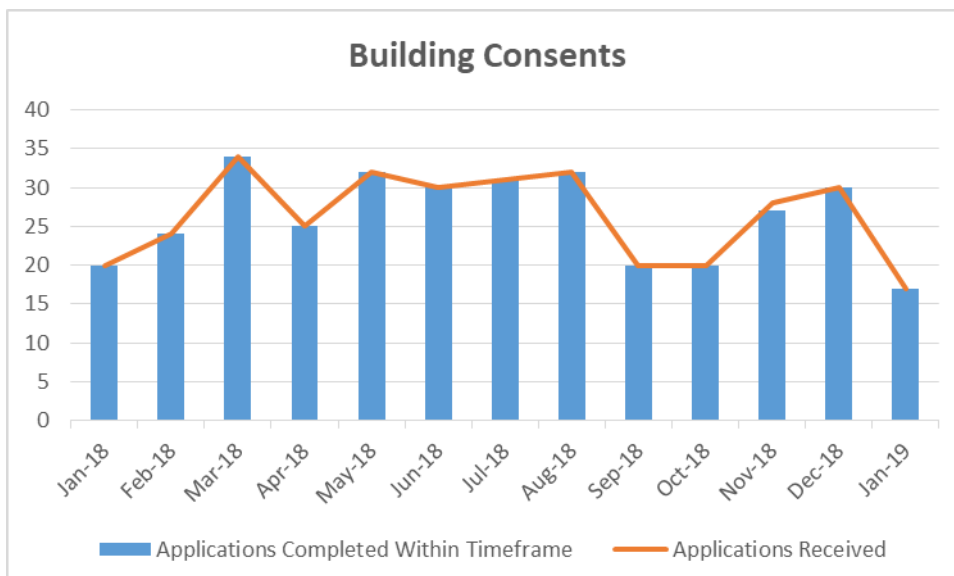
**Complaints/Service Requests for November - January**

From 1 November to 31 January, 127 service requests were received from residents or visitors throughout the district. Of these, 118 have been completed and closed off, and the remaining 9 have been initially inspected and the essential issues dealt with.

## Resource Consents



## Building Consents



SUZETTE VAN ASWEGEN  
**CHIEF EXECUTIVE OFFICER**

**8.2 SUBMISSION ON LOCAL GOVERNMENT FUNDING AND FINANCING ISSUES PAPER, PRODUCTIVITY COMMISSION, NOVEMBER 2018****File Reference:** PAD**Author:** Toni Morrison, Group Manager Projects and Administration**Authoriser:** Suzette van Aswegen, Chief Executive Officer**Attachments:** 1. Terms of Reference - Productivity Commission Inquiry in to Local Government Funding and Financing [!\[\]\(5a132f13505a6571904d622757b7a8f0\_img.jpg\) !\[\]\(0f17417dd77a61b2fdbff69a33adf9f2\_img.jpg\)](#)**Council Role:**

- ☒ Advocacy When Council or Committee advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☐ Executive The substantial direction setting and oversight role of the Council or Committee e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☐ Legislative Includes adopting District Plans and plan changes, bylaws and policies.
- ☐ Review When Council or Committee reviews decisions made by officers.
- ☐ Quasi-judicial When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice, e.g. resource consent or planning applications or objections, consents or other permits/licences (e.g. under Health Act, Dog Control Act) and other decisions that may be appealable to the Court including the Environment Court.
- ☐ Not applicable (Not applicable to Community Boards).

**PURPOSE OF REPORT**

For the Council to authorise the Mayor to sign and lodge the Council's submission on the Productivity Commission's Local Government Funding and Financing Issues paper.

**STAFF RECOMMENDATIONS**

1. That the report be received.
2. That the Council authorise the Mayor to sign and lodge the Council's final submission on the Productivity Commission's Local Government Funding and Financing Issues paper.

**BACKGROUND**

The government has asked the Productivity Commission to undertake an inquiry in to local government funding and financing and, where shortcomings in the system are identified, to examine options and approaches for improving the system. The Minister of Finance notes that is being done '*...In the context of a decade after the Shand inquiry, and in light of rates increases, limits on borrowing and increased expenditure demands, particularly for infrastructure,...*'.

The Commission's terms of reference are attached.

The Commission has released an Issues Paper, which is presently open for submissions. This paper has previously been provided to Council.

The Commission will consider the feedback received and will prepare a draft report, which will be released for submissions in June 2019. The final report will be presented to the government in November 2019.

A draft submission in response to the Issues paper is presently being collated by staff, and will be circulated to Councillors separately for comment and approval before the required lodgement date of February 15. The Council is asked to authorise the Mayor to lodge the final submission on behalf of Council.

**POLICY STATUS**

N/a.

**SIGNIFICANCE OF DECISION**

The decision to authorise the Mayor to lodge the final submission on the Council's behalf is not considered significant under the terms of the Significance and Engagement Policy.

**OPTIONS**

Option 1 – to authorise the Mayor to lodge Council's submission.

Option 2 – to not authorise the Mayor to lodge Council's submission.

Staff are still working on drafting the submission for Council's review and approval. Option 1 provides flexibility in terms of the process for lodgement of the submission within the required time.

**CONSIDERATIONS****Legal**

N/a.

**Financial**

There are no financial implications.

**CONCLUSION**

Council is asked to authorise the Mayor to lodge a submission on the local government funding and financing review.

SUZETTE VAN ASWEGEN

**CHIEF EXECUTIVE OFFICER**

# Hon Grant Robertson

MP for Wellington Central

Minister of Finance

Minister for Sport and Recreation

Associate Minister for Arts, Culture and Heritage



16 JUL 2018

Mr Murray Sherwin  
Chair  
Productivity Commission  
PO Box 8036  
The Terrace  
WELLINGTON 6143

Dear Murray

## TERMS OF REFERENCE FOR AN INQUIRY INTO LOCAL GOVERNMENT FUNDING AND FINANCING

I am pleased to refer to you the terms of reference for a Productivity Commission inquiry into *Local Government Funding and Financing*.

In the context of a decade after the *Shand* inquiry, and in light of rates increases, limits on borrowing and increased expenditure demands, particularly for infrastructure, the Government has selected this inquiry topic to examine and report on local government funding and financing arrangements.

I wish you all the best as you commence this inquiry and look forward to your results.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Grant Robertson', written over a circular official stamp.

Hon Grant Robertson  
Minister of Finance



**Terms of Reference: New Zealand Productivity Commission Inquiry into Local Government Funding and Financing**

Issued by the Minister of Finance and the Minister for Local Government (the “referring Ministers”). Pursuant to sections 9 and 11 of the New Zealand Productivity Commission Act 2010, we hereby request that the New Zealand Productivity Commission (“the Commission”) undertake an inquiry into local government funding and financing.

**Context**

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In 2007, the results of the Local Government Rates Inquiry (the *Shand Inquiry*) were reported to the Government. Local Government cost pressures have grown significantly since the *Shand Inquiry*, and local authority rates and payments increases have outpaced increases in the local government cost index.

Local Government plays important roles in New Zealand society. These place-shaping roles enhance and promote local community wellbeing across physical and financial, social, human and environmental capitals. In pursuit of these wellbeing outcomes, Local Government provides essential services, including transport, water and flood protection services, social and community infrastructure services, refuse collection, local planning, regulatory services that assist with public safety, health, environmental protection, biosecurity and economic development and a range of other essential services.

Local Government makes a considerable direct impact on the economy. In June 2016, councils owned \$112 billion worth of fixed assets, employed over 25,000 full-time equivalent staff and had annual operating expenditure of \$9.3 billion and operating income of \$8.9 billion.

The costs and pressures facing local government have increased in recent years, though the circumstances of individual councils vary (e.g. urban and rural communities face differing challenges). Local authority rates increases have outpaced increases in other indices measuring average costs and incomes. In particular, local authority rates and payments increases have significantly outpaced increases in the consumer price index and the independently prepared local government costs index.

Local authorities are capital-intensive businesses. Expenditure on fixed assets has grown significantly in recent years and demand for ongoing capital expenditure is unabated or increasing due to the development, maintenance and replacement of the infrastructure required to support New Zealand’s rapidly growing population (including international visitors) and support economic growth.

As a whole, local authority debt has grown steadily since 2006. Some high growth councils are experiencing constraints in their ability to finance further infrastructure investment because they are coming close to covenanted debt limits. At the same time, some local authorities take on very little debt at all.

Major factors that are influencing local authority costs include:

- for fast-growing areas, the need for local authorities to increase the supply of development capacity to address declining housing affordability
- maintaining services in areas with declining populations

- requirements for higher performance, including potentially from fresh water, wastewater, stormwater and flood protection systems to meet environmental and public health standards
- costs of adapting communities and infrastructure to mitigate risks and hazards associated with climate change
- supporting regional development (e.g. growing demand pressures from the tourism industry which may be disproportionate to the number of local residents)
- the need to replace existing infrastructure coming to the end of its useful life.

This mix of factors – rates increases, limits on borrowing, and increased expenditure demands, particularly for infrastructure – creates the need for an independent inquiry into cost pressures, decision making and affordability. Following an objective inquiry into these issues, the Commission is requested to provide an assessment and recommendations of current and alternative funding and financing options for local authorities to maintain and deliver services to their communities into the future.

#### **Scope and aims:**

---

In light of the pressures discussed above, and in the context of a decade after the conclusion of the Shand Inquiry, the Government has selected this inquiry topic to examine and report on local government funding and financing arrangements.

Where shortcomings in the current system are identified, the inquiry is to examine options and approaches for improving the system of local authority funding and financing.

#### **Approach to the inquiry**

The Inquiry should:

- Have regard to previous reports, inquiries and reviews, but should also look to bring new and innovative thinking to these issues.
- Complement and receive existing work, (e.g. three waters review, and the Urban Growth Agenda) rather than duplicating it.
- Consult with key interest groups and affected parties including (but not limited to) ratepayer organisations, local business and community groups.
- Work closely with Local Government New Zealand, the Local Government Funding Agency, the New Zealand Society of Local Government Managers and the wider local government sector and relevant central government agencies to ensure its findings provide practical ways to improve the funding and financing of local authorities.

**Scope**

The inquiry would examine the adequacy and efficiency of the existing local government funding and financing framework. Specifically, the inquiry will investigate:

*Cost pressures*

- The factors (including the mix of services and investment) that drive local authority costs now and in the foreseeable future. This is to include an investigation of the drivers of cost and price escalation, in particular:

Whether this is a result of policy, and/or regulatory settings.

- The role of growth/decline in population (including visitors and other temporary residents).
- The impacts of Treaty settlement arrangements and costs of climate change on local authorities.
- In addition, the Commission should have regard to current frameworks for capital expenditure decision making, including cost-benefit analysis, incentives and oversight of decision making.

*Funding and Financing models*

- The ability of the current funding and financing model to deliver on community expectations and local authority obligations, now and into the future.
- Rates affordability now and into the future.
- Options for new local authority funding and financing tools to serve demand for investment and services.
- Appraise both current and new or improved approaches considering suitable principles including efficiency, equity, affordability and effectiveness.
- How the transition to any new funding and financing models could be managed.

*Regulatory system*

- Any constitutional and regulatory issues that may underpin new project financing entities with broader funding powers.
- Whether changes are needed to the regulatory arrangements overseeing local authority funding and financing.

**Out of scope**

The Government considers that some aspects of local government finance have been well canvassed and further inquiry into them would not assist in achieving sustainable local government financing. Therefore, the following matters are out of scope of the inquiry:

- The particular mechanisms for rating of Maori freehold land and Crown land.
- The valuation system and practices.
- Substantial privatisation.

The Inquiry is not to make recommendations that would directly affect representation or boundary arrangements for Councils.

**Report and Recommendations**

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The report should build on previous relevant inquiries undertaken by the Productivity Commission, and use the Shand Inquiry report as context.

The final report should provide findings and recommendations directed at central and local government regarding how to improve funding and financing arrangements.

**Consultation**

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The Commission should engage with a broad range of stakeholders, including industry and non-governmental groups, iwi, and the public.

**Timeframe**

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The Commission should present the final report to referring Ministers by 30 November 2019.

**8.3 REPORT ON CONTRACTS****File Reference:** PAD**Author:** Toni Morrison, Group Manager Projects and Administration**Authoriser:** Suzette van Aswegen, Chief Executive Officer**Attachments:** Nil**STAFF RECOMMENDATIONS**

That the information be noted.

**BACKGROUND**

The Public Bodies Contracts Act 1959 provides for the Council to delegate powers to officers of the Council to enable them to enter in to contracts on its behalf, subject to amounts specified. The Council recently adopted a revised Delegations Manual, which includes authority for officers to enter in to contracts on behalf of the Council, subject to certain limits and processes.

The Public Bodies Contracts Act requires as follows:

*Any committee or officer or officers entering into any contract, to which this subsection applies, pursuant to any delegation under this section shall report the same to the public body, in such manner as the public body requires at its next ordinary meeting or, where that is not practicable, at its next succeeding ordinary meeting.*

The purpose of this report is to advise the Council of contracts entered into since the last report to Council.

Type of Document	Parties	Date Signed	Expiry Date	Contract Value (Range)
Short Form Agreement for Consultant	MDC & Andrea Kydd-Law	5 December 2018	30 June 2019	Not applicable.
Short Form Agreement for Consultant	Rational and MDC	20 November 2018	1 May 2019	Not applicable
Short Form Agreement for Consultant	Strategic Change and MDC	7 November 2018	June 2019	Not applicable

**CONCLUSION**

This report fulfils the requirements of the Public Bodies Contracts Act by reporting all contracts entered in to by staff under delegated authority.

SUZETTE VAN ASWEGEN

**CHIEF EXECUTIVE OFFICER**


**8.4 COMMON SEAL AND AUTHORISED SIGNATURES****File Reference:** NA**Author:** Charlotte Borrell, Committee Administrator**Attachments:** Nil**PURPOSE OF REPORT**

To advise of the documents signed under the Common Seal from 12 December, 2018 to 30 January, 2019.

**STAFF RECOMMENDATIONS**

That the following documents 889 to 892 be executed under the Common Seal of the Council:

Date Sealed		Details	
12/12/2018	Agreement for Sale and Purchase of Land, Tekapo	MDC sale to Genesis Energy	889
12/12/2018	Agreement for Harvesting and Sale of Forest Produce, Woodburn Forest	MDC and Forest Management Ltd	890
22/11/18	Registration of Encumbrance on Title, 3138 Lilybank Road.	MDC and Mt Gerald Station Ltd	891
30/1/19	Deed of Assignment of Lease, Lake Alexandrina Huts.	John Geoffrey Gilbert, Janet Elizabeth Gilbert, and Christopher John Stark (Departing Lessee), and John Geoffrey Gilbert, Janet Elizabeth Gilbert and H.C. Trustees 2017 Ltd (new lessee).	892

**8.5 MACKENZIE DISTRICT COUNCIL BUSINESS STRATEGY 2018-2022****File Reference:** PAD**Author:** Suzette van Aswegen, Chief Executive Officer**Authoriser:** Suzette van Aswegen, Chief Executive Officer**Attachments:** 1. Business Strategy  **Council Role:**

- |   |  |
|---|--|
| <input type="checkbox"/> Advocacy             | When Council or Committee advocates on its own behalf or on behalf of its community to another level of government/body/agency.  |
| <input checked="" type="checkbox"/> Executive | The substantial direction setting and oversight role of the Council or Committee e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.   |
| <input type="checkbox"/> Legislative          | Includes adopting District Plans and plan changes, bylaws and policies.  |
| <input type="checkbox"/> Review               | When Council or Committee reviews decisions made by officers.  |
| <input type="checkbox"/> Quasi-judicial       | When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice, e.g. resource consent or planning applications or objections, consents or other permits/licences (e.g. under Health Act, Dog Control Act) and other decisions that may be appealable to the Court including the Environment Court. |
| <input type="checkbox"/> Not applicable       | (Not applicable to Community Boards).  |

**PURPOSE OF REPORT**

For Council to adopt the Business Strategy.

**STAFF RECOMMENDATIONS**

1. That the report be received.
2. That Council adopts the Business Strategy 2018-2022, as attached to the agenda.
3. That the Chief Executive aligns the organisation in accordance with the Business Strategy 2018-2022.

**BACKGROUND**

Between August 2018 and November 2018, Councillors and senior management participated in a series of workshops with the aim to identify operational priorities for the next four years. This Business Strategy (Strategy), as attached, is the culmination of those workshops and is now put to Council for final adoption. Once adopted, this Strategy will serve to guide decision making by staff and elected members.

**POLICY STATUS**

Nil

**SIGNIFICANCE OF DECISION**

The Strategy is an internal business document to clarify operational priorities for activities already committed to in the Long Term Plan 2018-18 or are able to be notified through an amendment to the Long Term Plan 2018-28 or through the Annual Plan 2019-20 process. Therefore, it is not considered significant in terms of the Significance and Engagement Policy.

**OPTIONS**

It is open to Council to:

1. Adopt the Business Strategy, as attached; or
2. Discard the Business Strategy, having due consideration to the funds invested to prepare the Strategy i.e. it will become a sunk cost; or
3. Request amendments after careful thought and being mindful that the Strategy was prepared using a weighted methodology.

**CONSIDERATIONS****Legal**

Nil

**Financial**

The approximate cost of implementing the Strategy is \$2.62M with \$1.91M funded through rates and \$711,000 from the Provincial Growth Fund. As stated in the Strategy, trade-offs will have to be made in order to deliver what matters most. Non-budgeted items will come back to Council for decision-making through an amendment to the Long Term Plan 2018-28 and/or the Annual Plan process.

**Other**

It is important to read the Strategy concurrently with the Organisational Review's draft Proposal (Confidential) dated 24 January 2019 and the CouncilMARK™ report dated May 2018.

**CONCLUSION**

The message in both the CouncilMARK™ report and the more recent Proposal for Organisational Change is very clear i.e. that purposeful and focused changes to Council's Operations are essential in terms of future sustainability of the organisation. This has been captured within the Strategy. The Strategy further identifies other critical priorities, as agreed to by the senior managers and Councillors, and highlights what matters most moving forward. The Strategy will now inform other operational documents and behaviours to ensure the organisation is aligned with the direction Council is setting with the Strategy. Successful implementation will only be achieved through relentless discipline and focus by both Council and staff.

SUZETTE VAN ASWEGEN

**CHIEF EXECUTIVE OFFICER**





# Welcome to Our Strategy

Our Business Strategy 2018 – 2022 is the culmination of a series of workshops attended by the Leadership Team and Councillors.

It emphasises the operational scene for the next 3 years and will enable us to focus on agreed priorities, and so optimise our chances to succeed. This unfortunately means certain trade-offs will have to be made when considering implementation of the ambitious work programme in our adopted Long Term Plan 2018-28.

We continually have to do more with less, and while this is a perennial constraint, it gives us an opportunity to become more innovative and resourceful as we embrace those challenges. It will require resilience, discipline and commitment to remain focused on what matters most.

When we make decisions and consider options for the future, the following bottom lines will serve to guide us on our way:

**“Success is 20% skills and 80% strategy. You might know how to read, but more importantly, what’s your plan to read?”**

**- Jim Rohn**

We will be fair to everyone

Peace and serenity matters

We are not afraid to be different

We do things with trust and respect and

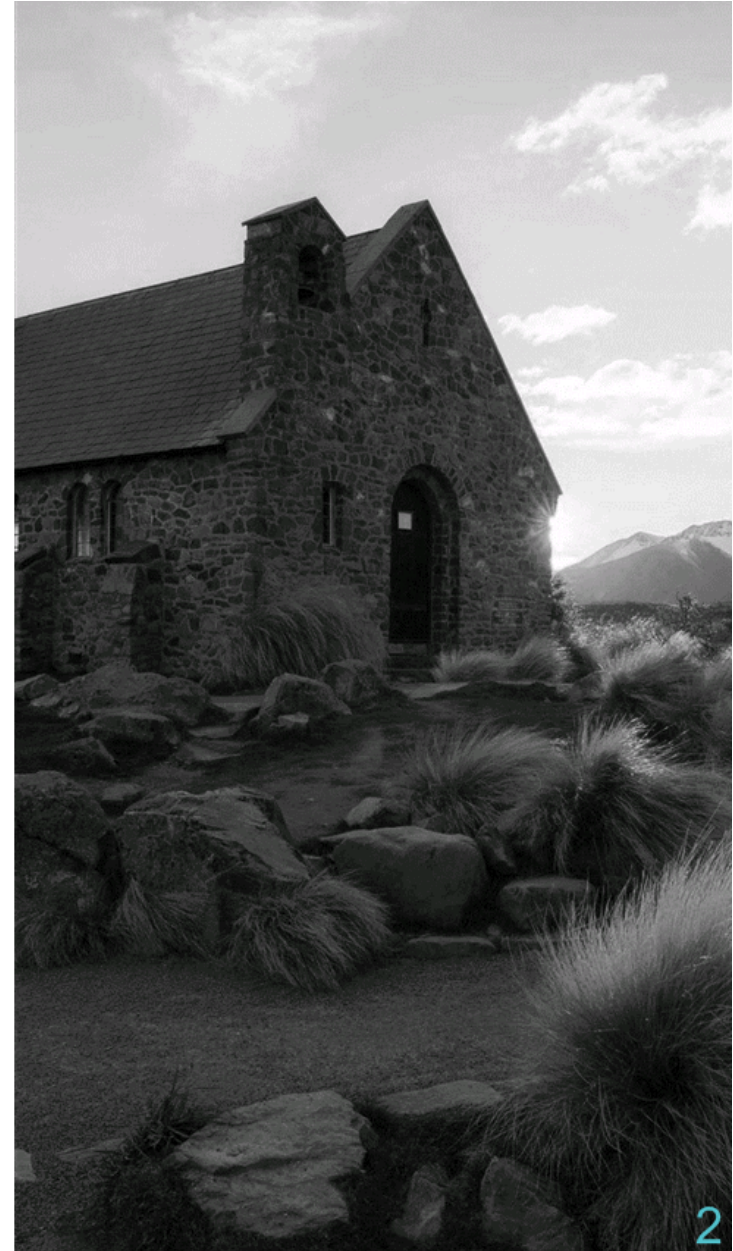
We make changes for a better future.

Our plan is to rise to the challenge, by shaping the future of the Mackenzie District in pursuit of the following outcomes: liveable, inclusive communities high quality of social and economic life, tourism that adds value to our community; preservation of Mackenzie’s special features and creating vibrant, viable place: to live and visit.

# Executive Summary

Mackenzie District Council is ready to tackle the future head-on.

- We know what we need to focus on to meet our challenges
- We've agreed a set of values we won't compromise on
- We understand the kind of community that matters to the people of the Mackenzie District
- We have carefully selected the initiatives that we believe will have the most impact on the things that matter
- We are committed to implementing this strategy within the next three years, which means making the trade-offs and applying the resources necessary to get there.







**“The great task, rarely achieved, is to blend creative intensity with relentless discipline so as to amplify the creativity rather than destroy it. When you marry operating excellence with innovation, you multiply the value of your creativity.” – Jim Collins & Morten T Hanson**



# Our Challenges

01

## Tourism Growth

The district continues to show unprecedented tourism growth, with 23% growth in guest nights year ending April 2018 (commercial guests only) compared to 1.3% in permanent residential growth. Tourism spend in the Mackenzie region was \$303 million in the year ending April 2018, an increase of 18%. This demand leads to (largely unfunded) pressure on infrastructure, and potentially changes the shape of our communities.

02

## Competing Stakeholder Demands

A plethora of partnerships, working groups and collaborative relationships deliver value to the Mackenzie District – placing pressure on staff and elected members who are thinly spread.

03

## Funding Constraints

While our present funding model is largely rates-based with a small amount of co-funding through other sources, we need to become more innovative in this regard to ensure we keep our rates affordable.

04

## Increasing Customer Expectations

In 2018, customers expect more than ever before – with global research highlighting the demand for personalised, single-point service with compressed timeframe tolerances.

05

## Regulatory Uncertainty

Ongoing changes to local government's regulatory and legislative environment is destabilising and have a large impact on our small Council. Infrastructure, funding, reporting and resource management are all currently up for review, with potentially significant implications.

06

## Static Resources

With a small, yet growing, rating base, our resources are currently constrained to their current level, limiting our ability to respond to change without significant external input.

07

## High Representation

Democratic representation is proportionally high in Mackenzie District, with three community boards, three rural water supply boards and 19 elected members across the district served by 31 staff members. Though this creates significant administrative and governance pressure, there is an opportunity to empower Community Boards local decision-making to help shape our places.

08

## Environmental/ Development Tension

Mackenzie District is a special place with landscapes and natural assets unparalleled anywhere else. The tension between leveraging and protecting these assets manifests regularly, and Council is a key party to this conversation.







# Our Values

These 'bottom lines' guide the way we make decisions and consider options for the future of the Mackenzie District



## Be Fair To Everyone

A rising tide lifts all boats. No-one in the Mackenzie District should be left behind in the name of 'progress'.



## Peace and Serenity Matters

These are the defining, unique, extremely special characteristics of our district – and they need to be protected.



## Not Afraid To Be Different

We will look for unique ways to innovate and will not let fear of criticism hold us back from doing the right thing.



## Do Things With Respect and Trust

We will, in every circumstance, operate with honesty and integrity, enabling mutual respect and trust within our organisation, with our community and with all others.



## Leave Things Better For the Future

We are here for more than to save the current day – our duty as public servants to the Mackenzie District community creates an obligation that we leave things better for future generations.



# Shaping Our Place

Community leadership means thinking about the shape and future of the place we look after. Our decisions will be assessed on the basis of their ability to deliver the following positive changes to our district.



**Liveable, Inclusive Communities.**



**Social and Economic Quality of Life**



**Tourism That Adds Value to Our Community**

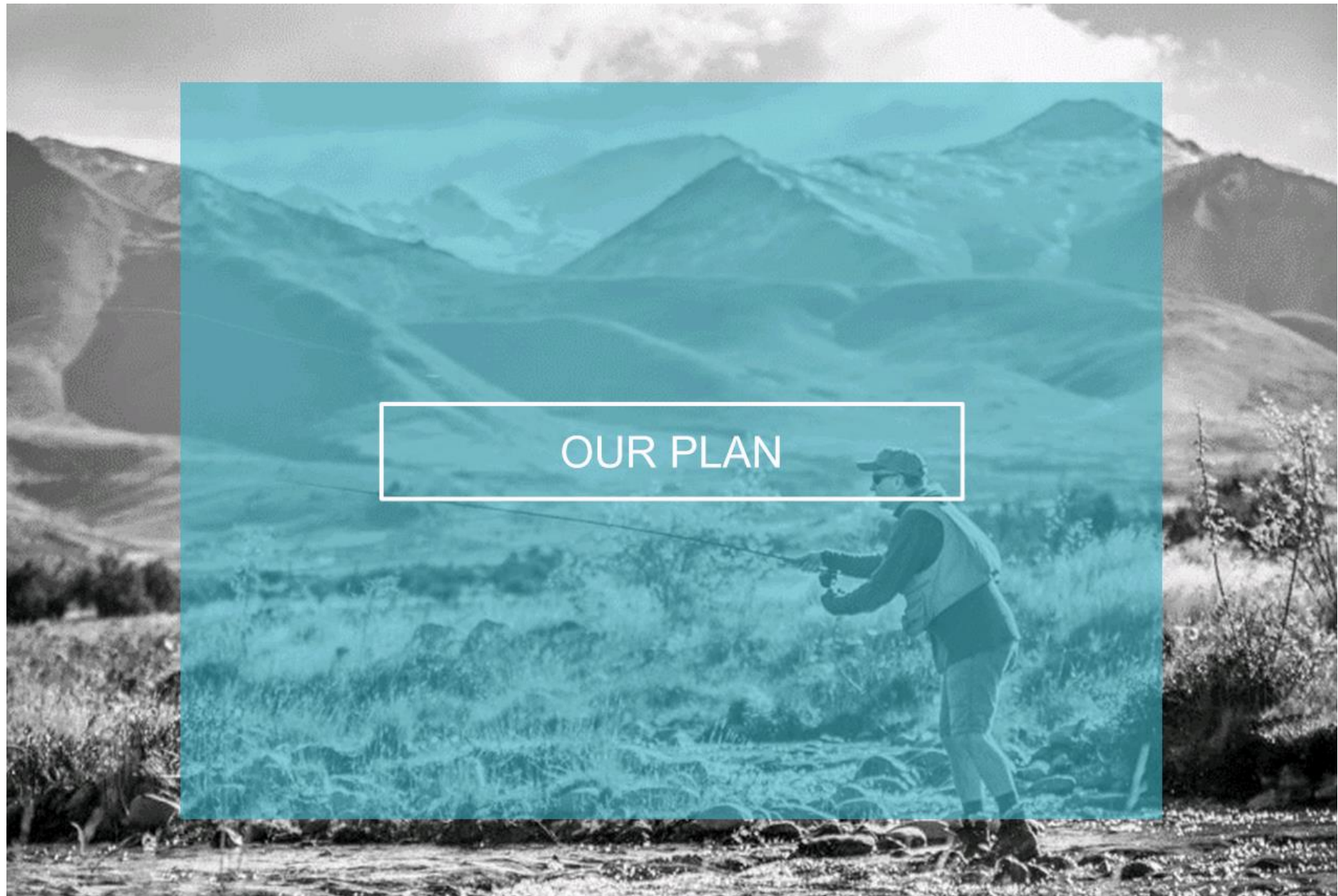


**Preservation of Mackenzie's Special Features**



**Vibrant, Viable Places to Live and Visit**





# Strategic Priorities For Change

Organisations with 1-3 strategic priorities are significantly more likely to achieve their objectives. By focusing our limited resources and attention in the areas that will have the most impact, and on which we have the most influence, we can make a real difference to our communities.



# Key Initiatives

1

**Organisational Review**

A full review of operations and staffing will form the basis of a new future for MDC.

2

**Growth Feasibility Study**

As the impact of visitors and development escalates, we need to understand the likely future of our communities and places.

3

**Visitor Accommodation Review**

The rapid proliferation of visitor accommodation has had a significant impact on our community. We need to take action to manage this.

4

**Development Contributions Policy**

Collecting development contributions will provide a much-needed alternative funding source for valuable community resources.

5

**Sustainable Infrastructure Strategy**

Developing and implementing a sustainable approach to infrastructure development leaves our place better for future generations.

6

**Risk Management Framework**

Quality decisions require robust advice, quality information and consistent criteria. Managing risk strategically supports our capacity to do this.

7

**District Plan Review**

The District Plan is a powerful tool to control or enable activities according to our strategic priorities and future vision, and to protect our environment.

8

**District Plan Enforcement**










Resourcing enforcement of current planning rules will protect our environment and better manage the impact of visitors and development.

9

**Representation Review**

Fair, effective and efficient democracy is critical to lead our community.

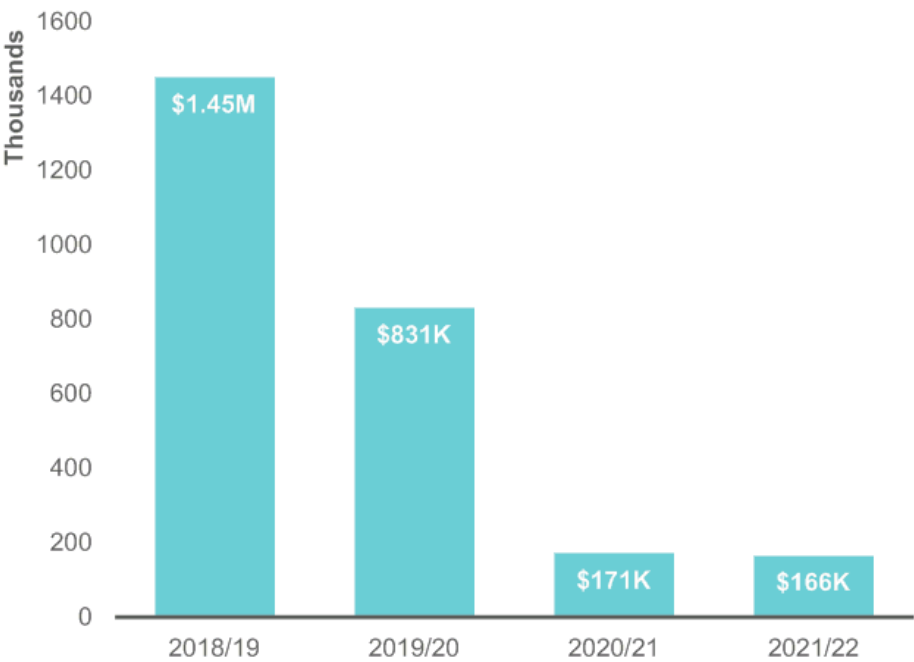
# Timeline for Change

Initiative	2018/19	2019/20	2020/21	2021/22
Organisational Review				
Feasibility Study				
Visitor Accommodation Review				
Development Contributions Policy				
Sustainable Infrastructure Strategy				
Risk Management Framework				
District Plan review				
District Plan enforcement				
Representation review				



# What It Will Cost

Making progress toward our biggest challenges requires funding. We have committed \$2.62 million to the delivery of this Strategy. \$1.91 million will come from rates and \$711,000 will come from external funds. Council will be opportunistic in identifying alternative funding sources, where possible, to release the burden on ratepayers.



Note that these cost estimates are indicative only.



# Action Plan

Initiative	Milestones	Cost	Funding Source	Dependencies
Organisational Review	<ul style="list-style-type: none"> <li>• Review and recommendations</li> <li>• Consult</li> <li>• CEO approval</li> <li>• Implement</li> <li>• Recruit</li> </ul>	\$1M -800M opex -200M capex  Ongoing	Rates	Continued Council support Ability to recruit Accommodation
Feasibility Study	<ul style="list-style-type: none"> <li>• Committee</li> <li>• Consultant + brief</li> </ul>	\$801K	711k PGF + \$90K rates (LTP)	Possible LTP amendment if need to fully fund
Visitor Accommodation Review	<ul style="list-style-type: none"> <li>• Scope</li> <li>• Consultant</li> <li>• Present papers</li> <li>• Council decision</li> </ul>	\$50K - external support	Rates – overspend	Availability of resource Clarity of scope
Development Contributions Policy	<ul style="list-style-type: none"> <li>• Secure resource</li> <li>• Develop policy for review and Council approval</li> <li>• Consult</li> <li>• LTP</li> </ul>	\$200K External support (dedicated support)	Rates	Growth figures 30 Infrastructure Strategy \$ forecasting Organisational review

# Action Plan

Initiative	Milestones	Cost	Funding Source	Dependencies
Sustainable Infrastructure Strategy	<ul style="list-style-type: none"> <li>• Recruit</li> <li>• Develop</li> <li>• Implement</li> </ul>	\$100K	Rates	Organisational review Availability
Risk Management Framework	<ul style="list-style-type: none"> <li>• External review</li> <li>• Staff training</li> <li>• Cr engagement</li> <li>• Approve (Audit and Risk Committee)</li> </ul>	\$30K	Rates	Commitment Audit and Risk Committee Managers
District Plan review	<ul style="list-style-type: none"> <li>• Projection</li> <li>• Pre-notification</li> <li>• Notification</li> <li>• Adopt</li> </ul>	\$400K - outsource consent processing	LTP budget (Rates)	Internal resources Staff retention Legislative change
District Plan enforcement	<ul style="list-style-type: none"> <li>• Enforcement policy + approval</li> <li>• Recruitment</li> </ul>	\$30K	Rates - overspend	Continued council support
Representation review	<ul style="list-style-type: none"> <li>• Proposal</li> <li>• Council</li> <li>• Consult</li> <li>• Council</li> <li>• LGC</li> </ul>	\$10K	Rates	LGC Public approval



## **9 COMMUNITY BOARD RECOMMENDATIONS**

### **9.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 3 DECEMBER 2018**

**File Reference:** PAD 5

**Author:** Arlene Goss, Committee Administrator (Temp)

**Authoriser:** Toni Morrison, Group Manager Projects and Administration

**Attachments:** 1. Minutes of Twizel Community Board Meeting - 3 December 2018

#### **RECOMMENDATION**

1. That the Minutes of the Twizel Community Board Meeting held on Monday 3 December 2018 be received.
2. That Council notes the following resolutions from the Twizel Community Board:
  - a) That the Twizel Community Board approves the grant request from Zac Baikie to the amount of \$500.
  - b) That the Twizel Community Board approves a grant of \$100 towards prizes for the annual prize-giving at Twizel Area School.
  - c) That the Twizel Community Board grants \$400 to Tanya Coles, from the Mackenzie Community Development Project, towards the cost of Christmas decorations in Market Place.

#### **STAFF COMMENT**

Resolution 2 - all grants have been paid.



# **MINUTES**

## **Twizel Community Board Meeting**

**3 December 2018**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
TWIZEL COMMUNITY BOARD MEETING  
HELD AT THE TWIZEL EVENTS CENTRE THEATRE, TWIZEL  
ON MONDAY, 3 DECEMBER 2018 AT 3.00PM**

**PRESENT:** Jacqui de Buyzer (Chairperson), Pat Shuker, Cr Paul Hannagan, Nancy Collins

**IN ATTENDANCE:** Mayor Graham Smith, Suzette van Aswegen (Chief Executive), Garth Nixon (Group Manager Community Facilities), Arlene Goss (Committee Administrator), Tanya Coles (grant applicant).

**1 OPENING**

The chairperson welcomed everyone to the meeting.

**2 APOLOGIES**

Apologies were received from community board member Norman Geary, Cr James Leslie, and Twizel township supervisor Angie Taylor.

**3 PUBLIC FORUM**

Tanya Coles spoke in support of her grant application on page 52 of the agenda. She said the community board has donated money towards Christmas decorations in the past, and she has spoken to people involved in the Market Place decorations last year. This year Cr Russell Armstrong has offered to harvest a tree and put it in the same spot as last year. They needed to buy lights for the tree and the gazebo, and baubles for the tree. She requested \$890 from the board to buy these.

She also asked the community board to consider installing a mural in Market Place with holes for people's faces to take photos. The chairperson said they were open to any suggestions.

The Mayor commended Ms Coles for her initiative. Cr Hannagan offered to approach the shop owners for donations. The chairperson said if the money was granted it would be paid to Ms Coles who would then be responsible for accounting for the purchases. Discussion was held on whether a grant would be for the items listed in her letter, or decorations to the value of the grant. It was agreed to discuss this matter further later in the meeting under Item 5.9.

**4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**5 REPORTS**

**5.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 29 OCTOBER 2018**

**COMMITTEE RESOLUTION TWCB/2018/172**

Moved: Ms Jacqui de Buyzer (Chairperson)

Seconded: Cr Paul Hannagan

1. That the Minutes of the Twizel Community Board Meeting held on Monday 29 October 2018 be received and the recommendations therein be adopted.

<b>CARRIED</b>
----------------

## 5.2 MATTERS UNDER ACTION - TWIZEL

**Theatre seats** – When the seats arrive in the country the community board will give notice of the closure of the theatre to the community.

**Events centre** – Builders are coming to fix the gutters.

**Broom** – Whitestone have been instructed to spray broom. Delayed by wet weather. This is both at Lake Ruataniwha and at the River Track.

Temporary judder bar for Market Place is in. Walkway has been sealed.

**Squash court lease** – Mr Nixon has talked to the Aikido Club and they no longer wish to lease the squash court.

**Twizel Swimming Pool** – Underway with balance of the work to take place after the swimming season.

**Camber of the road at the entrance to the long vehicle carpark** – Whitestone has been instructed to fix this.

**Large trees on Greenway** – Tyne trees have been done. A large pine behind the Mackenzie Country Inn is still to be trimmed.

**Wifi in Market place** – Waiting for fibre connection. Expected to connect in 2020.

**Market Place Completion** – Funding is in the next year's budget. Planning to take place this year.

Discussion took place on whether the \$100,000 budget was to be spent this year or next year. Mr Nixon to check on this and email members.

**BMX track** – A working bee would be held this Saturday at 10am.

**Memorial plaque** – Meridian have offered to fund and place this plaque. The chairperson would like this to be a joint project.

**Man-Made Hill** – Project on hold as Mr Geary is away.

**Long vehicle parking** – Mrs Shuker spoke to three campervans and all said they did not see the sign for long vehicle parking until they were turning into the Market Place car park. A sign needed to be put before the service station saying "Long Vehicle Parking 200m" and an arrow. Mr Nixon to pass this to the Asset Manager.

**Sports Hall floor** – Mr Nixon to draw up a plan for this, taking into account affected users.

Cr Hannagan asked for an update on water pipes and pumps. Mr Nixon will email Geoff Horler, Utilities Manager.

## 5.3 TWIZEL COMMUNITY BOARD FINANCIAL REPORT

The purpose of this report was to inform Twizel Community Board members on the financial performance of the Twizel Community as a whole.

Mr Nixon answered questions about the hire of the Events Centre, administration costs, and other notes on the financial statements.

Greenway costs are mainly due to repairs to greenway irrigation.

The community vehicle trust have requested the use of a tap at the Events Centre to clean cars.

**COMMITTEE RESOLUTION TWCB/2018/173**

Moved: Cr Paul Hannagan

Seconded: Ms Jacqui de Buyzer (Chairperson)

1. That the report be received.

**CARRIED****5.4 CORRESPONDENCE - IDEAS FOR MARKET PLACE SQUARE UPGRADE**

A document from Elaine Curran, Twizel Business Group, was attached to the agenda. It was to show the results of a survey she undertook on improvements to the Market Place Square.

The community board found this report confusing. Nancy Collins explained the background to the survey. Mr Nixon felt the priority from the survey was additional seating on the greenways. Cr Hannagan has spoken to the shops near the chess board and all except one agreed with a pop up market in that space. It was agreed that the chess board was well used by families.

Regarding the Market Place verandas. Cr Hannagan asked if a follow up letter should be sent to shop owners to clarify the situation. The Mayor has organised a meeting with shop owners planned for early next year. This was a council issue, not a community board issue.

**5.5 TWIZEL COMMUNITY BOARD MEETING SCHEDULE 2019**

For the Twizel Community Board to adopt the Twizel Community Board meeting schedule for 2019.

**COMMITTEE RESOLUTION TWCB/2018/174**

Moved: Cr Paul Hannagan

Seconded: Ms Jacqui de Buyzer (Chairperson)

1. That the report be received.

**CARRIED****COMMITTEE RESOLUTION TWCB/2018/175**

Moved: Cr Paul Hannagan

Seconded: Mrs Pat Shuker

2. That the Twizel Community Board 2019 meeting schedule be adopted.

**CARRIED**

## 5.6 GRANT APPLICATION FROM ZAC BAIKIE

For the Twizel Community Board to consider a grant request from Zac Baikie.

Mr Nixon said the reason for his recommendation to decline the grant was because he had assessed the application against the assessment criteria. Discussion took place on whether the grant would benefit the community or the individual. Cr Hannagan said Zac's achievements would inspire other young people in the community.

The community board discussed the limits of the \$2000 grants budget. Nancy Collins was concerned that other projects might miss out if a large amount was given to an individual.

Cr Hannagan moved to grant \$500. The chairperson seconded this.

Mrs Shuker suggested an amendment that it be a one-off grant.

Cr Hannagan said if it was made specifically clear it was a one-off grant he would like to withdraw the motion. The chairperson said circumstances changed and she was not in favour of making it a one-off. The motion stood unchanged and was carried.

### COMMITTEE RESOLUTION TWCB/2018/176

Moved: Ms Jacqui de Buyzer (Chairperson)

Seconded: Cr Nancy Collins

1. That the report be received.

**CARRIED**

### COMMITTEE RESOLUTION TWCB/2018/177

Moved: Cr Paul Hannagan

Seconded: Ms Jacqui de Buyzer (Chairperson)

2. That the Twizel Community Board approves the grant request from Zac Baikie to the amount of \$500.

**CARRIED**

## 5.7 CORRESPONDENCE - REQUEST FOR DONATION FROM TWIZEL AREA SCHOOL

The board has granted \$100 to the school in previous years and agreed to continue this tradition.

### COMMITTEE RESOLUTION TWCB/2018/178

Moved: Ms Jacqui de Buyzer (Chairperson)

Seconded: Mrs Pat Shuker

That the Twizel Community Board approves a grant of \$100 towards prizes for the annual prize-giving at Twizel Area School.

**CARRIED**

**5.8 CORRESPONDENCE - GRANT APPLICATION FROM BEN OHAU GOLF CLUB**

Garth Nixon said the community board did not have the delegation to grant this level of money so a report had been prepared for Council.

The community board was also aware of other issues surrounding the golf club, such as the work on Man-Made Hill. A meeting was planned between Council, the community board and the golf club early next year to discuss water and other issues.

The chairperson would like to respond to the golf club to say they needed to have that meeting, for further clarification, before they could make a decision on this application.

**5.9 CORRESPONDENCE - GRANT APPLICATION FROM TWIZEL COMMUNITY CARE TRUST**

Cr Hannagan would like to see some involvement from the businesses in Market Place. He suggested a visit to the shops to ask for a donation towards Christmas decorations, and moved that the community board grants up to \$400 as a top up after donations had been received.

The chief executive asked about safety issues around lights. Tanya Coles said Meridian Energy would take responsibility for making sure the lights were safe.

**COMMITTEE RESOLUTION TWCB/2018/179**

Moved: Cr Paul Hannagan

Seconded: Ms Jacqui de Buyzer (Chairperson)

That the Twizel Community Board grants \$400 to Tanya Coles, from the Mackenzie Community Development Project, towards the cost of Christmas decorations in Market Place.

**CARRIED**

**5.10 WARD MEMBERS REPORT/REPORT FROM MEMBERS OF THE BOARD**

Cr Hannagan said Council met in Twizel and spoke to the Commissioner for the Environment Simon Upton about tourism issues.

A problem with the three water pumps in Twizel was discussed. A fix was planned.

Building consent compliance is very good at the moment. He has also been involved in judging students for the Mackenzie Country scholarship and expressed what a positive and rewarding experience it was.

The Mayor added that Council was undertaking an organisational review at the moment. Changes would be coming.

**5.11 MINUTES FROM OTHER COMMUNITY BOARDS**

The minutes of the most recent meetings of the other two community boards in the Mackenzie District were noted.

**The Meeting closed at 4.34pm.**

**The minutes of this meeting were confirmed at the Twizel Community Board Meeting held on 28 January 2019.**

.....  
**CHAIRPERSON**



**9.2 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 5 DECEMBER 2018****File Reference:** PAD 5**Author:** Arlene Goss, Committee Administrator (Temp)**Authoriser:** Toni Morrison, Group Manager Projects and Administration**Attachments:** 1. Minutes of Tekapo Community Board Meeting - 5 December 2018**RECOMMENDATION**

1. That the Minutes of the Tekapo Community Board Meeting held on Wednesday 5 December 2018 be received.
2. That Council notes the following resolution from the Tekapo Community Board:
  - a) That the Tekapo Community Board asks Council staff to approach NZTA on its behalf with a request to seal some walkways/cycleways in Tekapo. The two priority areas are from Allan Street to Hamilton Drive, and Aorangi Cres along State Highway 8.
  - b) That the Tekapo Community Board asks that Lions Corner in Tekapo be handed over to Council for future care and maintenance.

**STAFF COMMENT**

Resolution 2a - Council can ask NZTA but it is probably a council responsibility and will need to be programmed.

Resolution 2b – Staff have no comment.



# **MINUTES**

## **Tekapo Community Board Meeting**

**5 December 2018**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
TEKAPO COMMUNITY BOARD MEETING  
HELD AT THE TEKAPO COMMUNITY HALL LOUNGE, LAKE TEKAPO  
ON WEDNESDAY, 5 DECEMBER 2018 AT 4.00PM**

**PRESENT:** Ms Stella Sweney (Chairperson), Steve Howes, Lyn Martin, Carroll Simcox, Cr Russell Armstrong

**IN ATTENDANCE:** Mayor Graham Smith, Cr Ann Munro, Karina Morrow (Group Manager Regulations), Arlene Goss (Committee Administrator), seven members of the public.

## **1 OPENING**

The chairperson welcomed everyone to the meeting.

## **2 APOLOGIES**

Apologies were received from Suzette van Aswegen (Chief Executive) and Garth Nixon (Group Manager Community Facilities).

## **3 PUBLIC FORUM**

Michael Midgley said he was concerned about the spread of broom, especially from contaminated shingle and contractors' machinery. He appreciated the spraying of lupins but broom was a worse threat to the landscape. He tabled some photographs showing broom around the Tekapo township to show the extent of the problem. The Mayor offered to raise the spraying of broom on council-owned land in the township with the Community Facilities manager. This was also a wider issue to raise with Environment Canterbury. Put this on the action list.

Natalia Zuleta then raised the subject of the lack of rubbish bins in the main carpark area. The bins had been removed and now there was rubbish being dumped around the toilets. The Mayor said a new education programme was being rolled out to educate tourists about rubbish. Ms Zuleta said the bins should be located where people park their cars. The chairperson said this issue had been discussed at previous meetings and part of the problem was campervans and holiday home users dumping rubbish.

Debate took place on the cost of rubbish bins and the rates impact of installing more bins. Another member of the public suggested putting bins near the campervan dump site at Lakeside Drive. And another person said there needed to be a bin at the carpark, even if it was a paid one. One person noted that even if there was a bin there it wouldn't reduce the amount of rubbish on the ground. The idea of a skip was considered and rejected. The community board agreed that a litter bin was needed at the playground.

The chairperson outlined discussions held recently on the rubbish problem and thanked Ms Zuleta for raising the issue.

Ms Zuleta then raised the issue of human excrement around the public toilet because people don't want to pay to use it. She would like the community board to consider making the paid toilets free. The Mayor said this was a trial period and the use of pay toilets would be assessed. Discussion

followed on whether the toilets should be free and paid parking introduced instead. This would require a by-law.

Regarding the playground, she asked if there was a budget for landscaping. Yes. She asked for fencing around the swale for safety reasons. The chairperson said completing the playground was a priority and the money had been allocated. Shade was also a 'must have' for the playground and the community board agreed. She also suggested a drinking water fountain in the playground. In the village square there was a lounge/seat at the bottom of the ramp. This blocked disabled access and needed to be moved.

Don Mcconchie asked about a reserve on D'Archiac Drive, across from the Tekapo Hall. Would it be possible to plant some trees and get some water installed there for irrigation? Getting some trees established now would be useful for future development. The chairperson said this area was set aside for a future sports ground and asked for this to be added to the projects list.

Simon Waymouth from Tekapo School then tabled some plans for the school pool. He updated the community board on work underway to build the pool. He would like the community board to support the pool as an asset to the community. He said the school was \$22,000 over budget with the pool and as a small school they were faced with opening the pool up to the community and would like to make it a community pool rather than a school pool. The chairperson said the community board strongly supported the needs of residents in the towns as well as tourists. The school and the pool were part of this. Mr Waymouth said he would bring an application to the board at a later date.

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

#### **5 REPORTS**

##### **5.1 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 24 OCTOBER 2018**

###### **COMMITTEE RESOLUTION TKCB/2018/126**

Moved: Mr Steve Howes

Seconded: Mrs Lyn Martin

1. That the Minutes of the Tekapo Community Board Meeting held on Wednesday 24 October 2018 be received and adopted as a true and accurate record of the meeting.

**CARRIED**

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

**Boat ramp access, Neil Anderson Way** – no update.

**Playground** – Big slide is under construction. Plan of playground to come back to next meeting.

**Eastern Carpark** – Underway in the new year.

**Church of the Good Shepherd** – Dog statue looking good. There is a delay for the work at the church. Construction of the fence should have started but Carol Simcox said there would be something temporary put in place.

**NZTA 60km speed restriction on main road** – The Mayor said he has followed this up again with NZTA. He has been told the government has called a halt to all work around speed restrictions to sort out a national policy. The community board expressed disappointment with further delays. The Mayor offered to visit Wellington and speak to the person in charge of NZTA. Frustration with the lack of action from NZTA included locally-made signs or road cones.

Discussion moved to an initiative by NZTA to improve footpaths. It was noted that the Twizel Community Board had recently asked staff to request a footpath in Twizel. The Tekapo Community Board passed a resolution requesting footpath sealing on paths adjacent to SHW8 as per the resolution below.

**Signage for river walkway** – Project money has been put aside to improve the walkway near the river. Tekapo Trails has some new signs to be erected.

**Colin MacLaren naming of footbridge** – Matter now before iwi for consideration.

**Land lease charge for mobile traders** – Karina Morrow said she thinks this is possible. Will be reviewing fees and charges in the new year and it's something to look at.

**Communication to Tekapo email list** – Committee administrator to check if notifications have been put on the Tekapo email list.

**Parking Issues** – Karina Morrow spoke to this issue, which was raised at the last meeting in the public forum. She said at present Council did not have any rules in place which was why people could park as long as they wanted to. A parking bylaw was needed. Regarding sign-written vehicles, the planning team had picked up on some trailers with big signs and these could be enforced. Forward any issues or complaints to planning staff or Karina Morrow.

#### **COMMITTEE RESOLUTION TKCB/2018/127**

Moved: Mr Steve Howes

Seconded: Mrs Lyn Martin

That the Tekapo Community Board asks Council staff to approach NZTA on its behalf with a request to seal some walkways/cycleways in Tekapo. The two priority areas are from Allan Street to Hamilton Drive, and Aorangi Cres along State Highway 8.

**CARRIED**

### **5.3 TEKAPO COMMUNITY BOARD FINANCIAL REPORT**

Tekapo Community Board were updated regarding the financial performance of the Tekapo Community as a whole.

A question was raised at the last meeting about Tekapo Hall income and whether some technology could be introduced to make the meeting room more attractive for meetings. Put this on the action list.

The budget for rubbish bins was lower this year due to the introduction of the compactor bins.

The chairperson has asked for an extra budget line to show the budget for work on the Church of the Good Shepherd area. Carroll Simcox added she would like to be assured that the MBIE money was spent on the church project and not on other things.

**COMMITTEE RESOLUTION TKCB/2018/128**

Moved: Ms Stella Sweney (Chairperson)

Seconded: Cr Russell Armstrong

1. That the report be received.

**CARRIED**

**5.4 GENERAL BUSINESS AND INFORMATION UPDATES**

**Progress on the Earth and Sky and YHA buildings** - Steve Howes reported from a meeting held by Earth and Sky where the lack of parking was discussed. Earth and Sky have a limited number of staff carparks on the site but they were also giving Council cash in lieu of car parking. This money went into a general bucket and needed to be spent by Council on car parking in Tekapo. Questions were asked about the provision of car parking for YHA guests. Some parking spaces are available on what was the old mini golf site.

A suggestion was made to establish a short-term lease of some saleyards land to provide a public parking paddock in the short term.

**Simpson Lane** – The Mayor said Foodstuffs had given approval for foot traffic and ultimately a road to go through the fence in the Simpson Lane area to improve access. The budget was not included until year 3 or 4 of the Long Term Plan but this would need to happen more urgently. The Mayor would continue to work with the Asset Manager on bringing this forward.

**Extracts from the Minutes of the Council Meeting** – These matters were for the information of the board.

**5.5 TEKAPO COMMUNITY BOARD MEETING SCHEDULE 2019**

The purpose of this report was for the Tekapo Community Board to adopt the meeting schedule for 2019.

**COMMITTEE RESOLUTION TKCB/2018/129**

Moved: Cr Russell Armstrong

Seconded: Ms Carroll Simcox

1. That the report be received and the 2019 meeting schedule be adopted.

**CARRIED**

**5.6 WARD MEMBERS REPORT/ REPORT FROM MEMBERS OF THE BOARD**

Cr Armstrong reported on current activity of Council and noted that funding for the regional park and Tekapo Promotions was allocated by Council at its last meeting.

**5.6.1 GENERAL BUSINESS**

**Lions Corner** – Member Steve Howes asked if it was possible to hand the maintenance of this area to the town gardener. It was previously established and cared for by members of the Lions Club.

The board agreed and passed a resolution asking for this to happen.

**Freedom Camping Enforcement Officer** – Member Lyn Martin said at least one person on the community board should know the name and phone number of the new enforcement officer, so issues could be sent to them. Karina Morrow said any issues or complaints needed to come through either Mr Nixon or herself. She said the allocation of work to the officer was a staff matter.

**COMMITTEE RESOLUTION TKCB/2018/130**

Moved: Mr Steve Howes

Seconded: Ms Carroll Simcox

That the Tekapo Community Board asks that Lions Corner in Tekapo be handed over to Council for future care and maintenance.

**CARRIED**

**5.7 MINUTES FROM OTHER COMMUNITY BOARDS**

The minutes from other community boards were noted.

The Mayor thanked the Tekapo Community Board members for a good year and for what they had achieved over the year.

**The Meeting closed at 5.32pm.**

**The minutes of this meeting were confirmed at the Tekapo Community Board Meeting held on 30 January 2019.**

.....  
**CHAIRPERSON**

**9.3 MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 6 DECEMBER 2018**

**File Reference:** PAD 5

**Author:** Arlene Goss, Committee Administrator (Temp)

**Authoriser:** Toni Morrison, Group Manager Projects and Administration

**Attachments:** 1. Minutes of Fairlie Community Board Meeting - 6 December 2018

**RECOMMENDATION**

1. That the Minutes of the Fairlie Community Board Meeting held on Thursday 6 December 2018 be received.

**STAFF COMMENT**

No resolutions were passed requiring the attention of Council.





# **MINUTES**

## **Fairlie Community Board Meeting**

**6 December 2018**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
FAIRLIE COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBERS, FAIRLIE  
ON THURSDAY, 6 DECEMBER 2018 AT 4.30PM**

**PRESENT:** Les Blacklock (Chairperson), Carolyn Coakley, Pauline Jackson, Damon Smith, Cr Chris Clarke

**IN ATTENDANCE:** Garth Nixon (Group Manager Community Facilities), Arlene Goss (Committee Administrator)

**1 OPENING**

The chairman welcomed everyone to the meeting.

**2 APOLOGIES**

**COMMITTEE RESOLUTION FCB/2018/95**

Moved: Mrs Pauline Jackson

Seconded: Mr Damon Smith

That an apology be received from chief executive Suzette van Aswegen.

**CARRIED**

**3 PUBLIC FORUM**

There was no public forum.

**4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**5 REPORTS**

**5.1 MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 25 OCTOBER 2018**

**COMMITTEE RESOLUTION FCB/2018/96**

Moved: Mr Les Blacklock (Chairperson)

Seconded: Mr Damon Smith

1. That the Minutes of the Fairlie Community Board Meeting held on Thursday 25 October 2018 be received and adopted as a true and accurate record of the meeting.

**CARRIED**

**5.2 FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION**

The three conifers on the Village Green have been cut down.

**Mobile Traders Designated Area Fairlie** – The chairman would like an update on this matter. Mr Nixon to ask Karina Morrow for feedback.

**Peace Avenue Trees** – Whitestone was working on the trees today.

**Frisbee Golf Course** – Costings have been provided to the board. Mr Nixon asked for direction. The chairman said the board felt that adding to the playground might be a better focus than establishing a frisbee golf course. The playground also needed maintenance. He suggested putting one frisbee hole there and seeing how it worked. Discussion took place on extending the playground with a climbing frame/net or other equipment.

Cr Clarke noted that the other members of the community board had met to discuss the playground earlier in the day and he had not been invited. He asked to be included in future discussions and the other members apologised to him for the oversight.

**Walkway to the cemetery** – Whitestone has been tasked with this work. A sign also needed.

The community board also noted that the path outside the Fairlie public toilets needed to be extended along Main Street to the carpark, as it was currently a dirt patch.

### 5.3 FAIRLIE COMMUNITY BOARD FINANCIAL REPORT

The purpose of this report was for the Fairlie Community Board to note the financial performance of the Fairlie Community as a whole.

Money has been donated to the Fairlie Community Centre and this could be allocated towards improvements.

Operational maintenance is over budget for the swimming pool. This was due to money spent in the past month preparing the pool for the season.

#### COMMITTEE RESOLUTION FCB/2018/97

Moved: Mrs Pauline Jackson

Seconded: Ms Carolyn Coakley

1. That the report be received.

**CARRIED**

### 5.4 GENERAL BUSINESS

A suggestion was made to put a hexagonal seat around a tree on Talbot Road. Mr Nixon said he would look into this.

Pauline Jackson asked what work had been budgeted at the community centre for this year. Mr Nixon did not have that information before him. The new cleaner had been engaged and was doing a great job.

**5.5 WARD MEMBERS REPORT/ REPORT FROM MEMBERS OF THE BOARD**

Cr Clarke said Council was working on a business structure which would be presented to the community boards when it was finished. He outlined the process of the organisational review currently under way.

The councillors have also started looking at the next Annual Plan. Changes at a national level would have implications for the plan and future budgets. These included changes to Civil Defence, and the Three Water Review. The Annual Plan would go out for consultation in July/August next year.

**5.6 MINUTES FROM OTHER COMMUNITY BOARDS****COMMITTEE RESOLUTION FCB/2018/98**

Moved: Mr Damon Smith

Seconded: Cr Chris Clarke

1. That the minutes be noted.

**CARRIED**

**The Meeting closed at 6.11pm.**

**The minutes of this meeting were confirmed at the Fairlie Community Board Meeting held on 1 February 2019.**

.....  
**CHAIRPERSON**

**10      RECEIVE COMMITTEE MINUTES**

Nil

## **11 CONFIRM COUNCIL MINUTES**

### **11.1 MINUTES OF COUNCIL MEETING - 11 DECEMBER 2018**

**File Reference:** PAD

**Author:** Arlene Goss, Committee Administrator (Temp)

**Authoriser:** Toni Morrison, Group Manager Projects and Administration

**Attachments:** 1. Minutes of Council Meeting - 11 December 2018

#### **RECOMMENDATION**

1. That the Minutes of the Extraordinary Council Meeting held on Tuesday 11 December 2018 be received and confirmed as an accurate record of the meeting.



# **MINUTES**

## **Ordinary Council Meeting**

**11 December 2018**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, FAIRLIE  
ON TUESDAY, 11 DECEMBER 2018 AT 9:30AM**

**PRESENT:** Mayor Graham Smith (Mayor), Deputy Mayor James Leslie (Deputy Mayor), Cr Anne Munro, Cr Stuart Barwood, Cr Chris Clarke, Cr Paul Hannagan

**IN ATTENDANCE:** Glenn Snelgrove (Acting Chief Executive), Paul Morris (Group Manager Finance), Garth Nixon (Group Manager Community Facilities), Arlene Goss (Committee Administrator), one member of the media.

**1 OPENING**

The Mayor welcomed everyone to the meeting and introduced acting chief executive. He also read out a thank you card from the Department of Conservation thanking the council for its condolences following the recent death of two rangers.

**2 APOLOGIES**

**RESOLUTION 2018/219**

Moved: Cr Paul Hannagan

Seconded: Cr Stuart Barwood

That the apologies received from Cr Russell Armstrong, Chief Executive Suzette van Aswegen, Group Manager Projects and Ministration Toni Morrison and Group Manager Regulations Karina Morrow be accepted and leave of absence granted.

**CARRIED**

**3 VISITORS**

Cr Peter Scott, Craig Davison and Lyn Carmichael from Environment Canterbury attended the meeting at 1pm to speak to Item 8.6.

A citizenship ceremony at 3pm was attended by five families and the Mackenzie College Kapa Haka Group.

**4 DECLARATIONS OF INTEREST**

Cr Leslie declared an interest in item "8.4: Upper Waitaki Zone Water Management Committee Refresh of Membership", as his wife is one of the people standing for appointment.

**5 BEREAVEMENTS**

The Mayor noted the following bereavements and a minutes' silence was observed:

- Donald Ineson, son of Joan (Fairlie), husband of Joanne, brother of Maree Hema (Twizel).
- Nancy Davie, wife of Drummond Davie, late of Albury.
- Name unknown, sister of the chief executive Suzette van Aswegen, in South Africa.



## 5.1 LATE ITEM - DELEGATIONS TO ACTING CHIEF EXECUTIVE OFFICER

The purpose of this report was to authorise delegations to the Council's Acting Chief Executive Officer while the chief executive was on bereavement leave.

Cr Leslie asked what would happen between December 21 and January 7<sup>th</sup>, when the chief executive was expected to return to work? Usually the Mayor and various managers are delegated as on-call over the Christmas period.

Cr Leslie suggested amending the resolution to end the delegation period on January 7, so the acting chief executive could be called upon in the event of a civil defence emergency. Mr Snelgrove said he would be available by phone during this time if required for an emergency.

Discussion took place on delegations over the Christmas break. Mr Snelgrove suggested adding an amendment to the resolution that would enable the Mayor to delegate to the acting chief executive during this time. This was agreed.

### RESOLUTION 2018/220

Moved: Cr Stuart Barwood

Seconded: Deputy Mayor James Leslie

1. That the report be received.

**CARRIED**

### RESOLUTION 2018/221

Moved: Cr Anne Munro

Seconded: Deputy Mayor James Leslie

2. That Council delegate all functions and powers of the Chief Executive Officer to the Acting Chief Executive Officer Glenn Snelgrove for the period 9 December to 21 December 2018 (inclusive), and that the Mayor be delegated to extend the period of delegation to the acting chief executive if required.

**CARRIED**

## 6 MAYOR'S REPORT

### 6.1 MAYORAL ACTIVITY REPORT

The Mayor took the councillors through his report. He provided an update from the Mayoral forum and discussions on the future of the three waters. He believed the Minister was starting to understand the issues in rural areas.

Cr Munro said she wanted to raise awareness of the need for communication between schools and employers to address the issue of students not working in their area of study. Cr Hannagan said the gateway project was working on this in Twizel.

The Mayor raised the issue of changes in insurance for councils, as a result of climate change. If the risk to insure was too high, insurance companies were not going to insure. There was going to be difficulty in the future insuring council infrastructure coastal areas.

Group Manager Finance Paul Morris updated Council on difficulties with the insurance of underground assets following the Christchurch earthquakes and believed climate change would have a similar effect. The chief executive raised the idea of councils' self-insuring, or building up cash reserves as insurance against assets. He suggested it as an idea to consider.

**RESOLUTION 2018/222**

Moved: Cr Stuart Barwood

Seconded: Cr Paul Hannagan

That the report be received.

**CARRIED****7 PUBLIC EXCLUDED REPORTS****8 REPORTS****8.1 NEW RESERVE DEVELOPMENT TWIZEL**

The purpose of this report was for Council to approve unbudgeted expenditure to develop reserves in Twizel.

Group Manager Community Facilities Garth Nixon said this land had pine trees removed from it and was being used by neighbour's to dump rubbish. A neighbour had requested that this area be tidied up. He asked Council for unbudgeted expenditure to get the land into a state that it could be easily maintained in the future.

The Mayor was concerned there wasn't any fixed plan on what would happen to the land. Mr Nixon said it would have mown grass and tree plantings. In the first instance it needed to be easy to maintain. Other than the Twizel Greenway Strategy there wasn't any direction on how to develop it. This may come to the community board in the future for discussion.

The roadside berm area required the most work. Mr Nixon was confident he wouldn't spend more than \$20,000. Cr Leslie asked about the cycleway that runs through the area. He asked for the cycleway to be maintained or improved. Mr Nixon said he would talk to the Roading Manager about the costs of sealing the cycleway.

Cr Clarke said this was a community board issue. He also wondered if a more formal plan was needed before spending \$20,000 and would like to see a formal estimate of costs. The Mayor would also like to see a plan. Mr Nixon said this was a simple matter of grassing the area. There was two to three days of machine time involved.

Cr Munro said this was an opportune time to get it grassed but \$20,000 on grass was too much money. Cr Barwood would like to see it planted in natives so it did not require watering and mowing.

Mr Nixon said it was three and a half hectares and planting in natives would cost a lot more. He did not believe it was appropriate to turn a back street reserve into a garden.

**RESOLUTION 2018/223**

Moved: Deputy Mayor James Leslie

Seconded: Cr Paul Hannagan

1. That the report be received.

**CARRIED**

**RESOLUTION 2018/224**

Moved: Deputy Mayor James Leslie

Seconded: Cr Paul Hannagan

2. That Council approve up to \$20,000 funding from the Land Subdivision Reserve to develop Ohau Road, Totara Drive and Rata Road Reserves.

**CARRIED**

**8.2 REPORT ON CONTRACTS**

This information was to be noted. There were no questions.

**8.3 COMMON SEAL AND AUTHORISED SIGNATURES**

The purpose of this report was to advise of the documents signed under the Common Seal from 17 October to 3 December, 2018. The report was noted. There were no questions.

**8.4 UPPER WAITAKI ZONE WATER MANAGEMENT COMMITTEE REFRESH OF MEMBERSHIP**

Cr Leslie declared an interest and did not take part in this discussion. There was no opposition to the members put forward for the zone committee.

**RESOLUTION 2018/225**

Moved: Cr Chris Clarke

Seconded: Cr Paul Hannagan

1. That the report be received.
2. That Council reappoints Matthew Bayliss, Simon Cameron, Richard Subtil, and appoints new member Joy Paterson as community members to the Upper Waitaki Zone Water Management Committee.

**CARRIED**

**8.5 ORARI/TEMUKA/OPIHI/PAREORA ZONE IMPLEMENTATION PLAN ADDENDUM**

The Mayor postponed this item until 1pm when representatives from Environment Canterbury would attend.

**9 COMMUNITY BOARD RECOMMENDATIONS****9.1 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 24 OCTOBER 2018****RESOLUTION 2018/226**

Moved: Cr Paul Hannagan

Seconded: Cr Anne Munro

1. That the Minutes of the Tekapo Community Board Meeting held on Wednesday 24 October 2018 be received.
2. That Council notes the following resolution from the Tekapo Community Board:
  - a) That the Tekapo Community Board refers the request from the Lake Tekapo Recreational Park to Council and recommends that Council approves the request.
  - b) That the Tekapo Community Board grants \$150 to the Tekapo Promotions and Business Association, being the cost of Tekapo Hall hire for the Community Christmas Barbeque 2018.

**CARRIED**

**9.2 MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 25 OCTOBER 2018**

Cr Hannagan noted an error in these minutes. The name Martin Gully should read Martin Gally.

Regarding the need for an allocated place in Fairlie for mobile traders, the community board has been frustrated that a policy has not been put in place before Christmas and this was now an urgent matter. Councillors and the Mayor said they had been approached by traders regarding this matter. The chief executive said the status quo would remain until this work took place.

**RESOLUTION 2018/227**

Moved: Cr Paul Hannagan

Seconded: Cr Anne Munro

That the Minutes of the Fairlie Community Board Meeting held on Thursday 25 October 2018 be received.

**CARRIED**

**9.3 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 29 OCTOBER 2018**

Cr Hannagan updated the Council on the activities of the Twizel Community Board. He believed that Meridian Energy wanted to fund the plaque in memorial to the two men who lost their lives. The community Christmas lunch was being well supported and would be a great day for the town.

**RESOLUTION 2018/228**

Moved: Cr Paul Hannagan

Seconded: Cr Anne Munro

1. That the Minutes of the Twizel Community Board Meeting held on Monday 29 October 2018 be received.
2. That Council notes the following resolutions from the Twizel Community Board:
  - a) That the Twizel Community Board approves a request from Lisa Geary to fund the hire of the Twizel Events Centre for the community Christmas Lunch.
  - b) That the Twizel Community Board approves a request from the Twizel Combined Services Club Art Group to fund the hire of the Twizel Events Centre for an art exhibition at Labour Weekend.
  - c) That the Twizel Community Board approves a request to fund a plaque in memorial to the two men who lost their lives on the power projects.
  - d) That the Twizel Community Board recommends that Council asks staff to investigate a submission to NZTA for funding to create a sealed path on the main highway to Old Glen Lyon Road.

**CARRIED**

**10 RECEIVE COMMITTEE MINUTES****10.1 MINUTES OF FORESTRY COMMITTEE MEETING - 20 NOVEMBER 2018****RESOLUTION 2018/229**

Moved: Cr Paul Hannagan

Seconded: Cr Anne Munro

1. That the Minutes of the Forestry Committee Meeting held on Tuesday 20 November 2018 be received.

**CARRIED**

**10.2 MINUTES OF STRATEGY COMMITTEE MEETING - 20 NOVEMBER 2018****RESOLUTION 2018/230**

Moved: Cr Paul Hannagan

Seconded: Cr Anne Munro

1. That the Minutes of the Strategy Committee Meeting held on Tuesday 20 November 2018 be received.

**CARRIED**

### **10.3 MINUTES OF FINANCE COMMITTEE MEETING - 20 NOVEMBER 2018**

#### **RESOLUTION 2018/231**

Moved: Cr Paul Hannagan

Seconded: Cr Anne Munro

1. That the Minutes of the Finance Committee Meeting held on Tuesday 20 November 2018 be received.

**CARRIED**

### **10.4 MINUTES OF PLANNING AND REGULATIONS COMMITTEE MEETING - 20 NOVEMBER 2018**

#### **RESOLUTION 2018/232**

Moved: Cr Paul Hannagan

Seconded: Cr Anne Munro

1. That the Minutes of the Planning and Regulations Committee Meeting held on Tuesday 20 November 2018 be received.

**CARRIED**

## **11 CONFIRM COUNCIL MINUTES**

### **11.1 MINUTES OF COUNCIL MEETING - 31 OCTOBER 2018**

#### **RESOLUTION 2018/233**

Moved: Cr Paul Hannagan

Seconded: Cr Stuart Barwood

1. That the Minutes of the Extraordinary Council Meeting held on Wednesday 31 October 2018 be received and confirmed as an accurate record of the meeting.

**CARRIED**

**11.2 MINUTES OF COUNCIL MEETING - 6 NOVEMBER 2018****RESOLUTION 2018/234**

Moved: Cr Paul Hannagan

Seconded: Cr Stuart Barwood

1. That the Minutes of the Extraordinary Council Meeting held on Tuesday 6 November 2018 be received and confirmed as an accurate record of the meeting.

**CARRIED****11.3 MINUTES OF COUNCIL MEETING - 9 NOVEMBER 2018**

Cr Hannagan asked about work being done to pumps at the Twizel reservoir. The Mayor spoke to the Utilities Manager yesterday and said it would be done early in the new year. The Twizel councillors said this was the busiest time in Twizel for visitors. The Mayor understood there would be no restriction on the water supply while this work was carried out.

Cr Hannagan said water was the most contentious issue in Twizel and there had been a number of failures in previous holiday seasons. He would have difficulty defending Council if it happened again. The chief executive said he would look into this matter and let councillors know what the time frame was.

**RESOLUTION 2018/235**

Moved: Cr Paul Hannagan

Seconded: Cr Stuart Barwood

1. That the Minutes of the Extraordinary Council Meeting held on Friday 9 November 2018 be received and confirmed as an accurate record of the meeting.

**CARRIED****12 ADJOURNMENTS**

The meeting adjourned for morning tea at 10.20am and reconvened at 10.41am.

The meeting adjourned for lunch at 12.30pm and reconvened at 1.00pm.

The meeting adjourned at 2pm and reconvened at 2.38pm.

**13 PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2018/236**

Moved: Cr Anne Munro

Seconded: Cr Paul Hannagan

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>13.1 - Land Covenant - Lot 7, Motuariki Lane, Lake Tekapo, Zermatt Holdings Limited</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>13.2 - Land Dealings - Tekapo</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)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities  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>13.3 - Minutes of Public Excluded Council Meeting - 6 November 2018</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



	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
<b>13.4 - Minutes of Public Excluded Forestry Committee Meeting - 20 November 2018</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>13.5 - Minutes of Public Excluded Planning and Regulations Committee Meeting - 20 November 2018</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>CARRIED</b>		

<p><b>RESOLUTION 2018/237</b></p> <p>Moved: Cr Paul Hannagan</p> <p>Seconded: Cr Chris Clarke</p> <p>That Council moves out of Closed Council into Open Council.</p> <p style="text-align: right;"><b>CARRIED</b></p>
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## 8.5 ORARI/TEMUKA/OPIHI/PAREORA ZONE IMPLEMENTATION PLAN ADDENDUM

Cr Peter Scott, Craig Davison and Lyn Carmichael, all from Environment Canterbury, joined the meeting at 1.05pm and were welcomed by the Mayor.

Cr Munro said she was pleased to be able to present the Zone Implementation Plan Addendum (ZIPA) to Council. It was difficult to get consensus on this document and the zone committee did not get consensus on everything. They worked very hard on it for a year. It was very complex and technical and she thanked Ecan staff for their support.

She invited Cr Peter Scott to say a few words. He thanked the zone committee and staff for their work towards this report. The chairman of the committee, Hamish McFarlane, sent an apology for the meeting.

He asked Council to endorse the document and it would then go before Timaru, Waimate and Environment Canterbury councils. This would be followed by a plan change which would be

publically notified and a hearing of submissions would be held. After the decision of the hearing panel came out, people could make submissions on points of law. He believed the process would finish sometime in 2021 or 2022.

It was noted that the chairman of the committee had not agreed with some parts of the report. There has not been a consensus.

The Mayor asked about a shift in attitude recently. Cr Scott said the challenges were about the flows in the rivers, particularly in the Temuka River. He said it was a tough subject but needed to be addressed. They needed to tell the community they were serious about the need to change.

Concern was expressed that if irrigators did not reach step one in the plan, they would be thrown into step two which was a higher level. Cr Scott said there were things in the ZIPA that would make some people concerned about their farming viability.

The Mayor asked why Environment Canterbury had over-allocated water, particularly in the Temuka River catchment? Cr Scott said they had been negligent in the past. He gave a history of how the current situation had been created.

Cr Scott said this had caused a lot of issues for the Opihi community, and also for the Temuka River community who were starting to get involved now. He said there was a process where they were going to communities and asking them for involvement.

Water as a utility had been taken for granted until now. There was a need for Timaru city to look at how it sourced and used water and this process was a good opportunity for “joined-up thinking”. Cr Munro said we had farmed in this country unabated and now it was time for some restrictions. She believed more efficient farming practices would come out of this.

The Mayor asked about the need for tussock land. This had been addressed in the biodiversity part of the ZIPA.

The Fairlie basin was a nitrate hot spot. The plan addressed this by recommending changes that were in addition to good management practice. Discussion was held on some of the ways farmers could mitigate nitrate loss on farms. A visit to Lincoln to learn more was suggested to the councillors.

The ZIPA was a non-statutory document. It formed a part of the work programme for zone committees. The steps outlined in the ZIPA were happening three and eight years from when the plan became operative. It was anticipated that step 2 would come into effect about 12 years from now.

The Mayor thanked them for attending and they left the meeting at 1.52pm.

**RESOLUTION 2018/238**

Moved: Cr Paul Hannagan

Seconded: Cr Stuart Barwood

1. That the report be received.

**CARRIED**

**RESOLUTION 2018/239**

Moved: Cr Paul Hannagan

Seconded: Cr Chris Clarke

2. That Council receives the Zone Implementation Plan Addendum for the Orari-Temuka-Opihi-Pareora Zone.

**CARRIED**

#### **8.6 LATE ITEM - ALPINE ENERGY SHARES**

Timaru District Council is currently consulting on the possible sale of its Alpine Energy shares. The consultation closes shortly. It was considered that there was a need for Mackenzie District Council to state its position in relation to the share-holding.

##### **RESOLUTION 2018/240**

Moved: Deputy Mayor James Leslie

Seconded: Cr Anne Munro

That the Mackenzie District Council retains its shares in Alpine Energy and conveys this to the other shareholders, with a preference that the ratio of shareholdings be maintained.

**CARRIED**

**The Meeting closed at 2.41pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 12 February 2019.**

.....  
**CHAIRPERSON**

**11.2 MINUTES OF COUNCIL MEETING - 15 JANUARY 2019**

**File Reference:** PAD

**Author:** Arlene Goss, Committee Administrator (Temp)

**Authoriser:** Toni Morrison, Group Manager Projects and Administration

**Attachments:** 1. Minutes of Council Meeting - 15 January 2019

**RECOMMENDATION**

1. That the Minutes of the Extraordinary Council Meeting held on Tuesday 15 January 2019 be received and confirmed as an accurate record of the meeting.



# **MINUTES**

## **Extraordinary Council Meeting**

**15 January 2019**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE TWIZEL EVENTS CENTRE, TWIZEL  
ON TUESDAY, 15 JANUARY 2019 AT 3.00PM**

**PRESENT:** Mayor Graham Smith (Mayor), Deputy Mayor James Leslie, Cr Anne Munro, Cr Stuart Barwood, Cr Chris Clarke, Cr Paul Hannagan

**IN ATTENDANCE:** Chief executive Suzette van Aswegen, Paul Morris (Group Manager Finance), Karina Morrow (Group Manager Regulations), Arlene Goss (Committee Administrator).

**1 OPENING**

The Mayor welcomed everyone to the first council meeting of 2019.

**2 APOLOGIES**

An apology was received from Cr Armstrong.

**3 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**4 PUBLIC EXCLUDED**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2019/1**

Moved: Cr Stuart Barwood

Seconded: Cr Chris Clarke

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>4.1 - Commercial Opportunity</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or	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

	disadvantage, negotiations (including commercial and industrial negotiations)	
CARRIED		

**RESOLUTION 2019/2**

Moved: Cr Anne Munro

Seconded: Cr Chris Clarke

That Council moves out of Closed Council into Open Council.

**CARRIED****The Meeting closed at 3.30pm.****The minutes of this meeting were confirmed at the Ordinary Meeting of the Mackenzie District Council held on 12 February 2019.**

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**CHAIRPERSON**

## **12      ADJOURNMENTS**



**13 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:

<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>13.1 - Land Opportunities</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities  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>13.2 - Mackenzie County Scholarship Trust</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>13.3 - Land Dealings - Pukaki Ward</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>13.4 - Lease - Tekapo</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>13.5 - Minutes of Public Excluded Council Meeting - 11 December 2018</b>	<p>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</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	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>13.6 - Minutes of Public Excluded Council Meeting - 15 January 2019</b>	<p>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</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	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