



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

**Date: Thursday, 6 June 2019**

**Time: 4.30pm**

**Location: Council Chambers Fairlie**

# **AGENDA**

## **Fairlie Community Board Meeting**

**6 June 2019**

**Suzette van Aswegen  
Chief Executive Officer**

**Fairlie Community Board Membership:**

Les Blacklock (Chairperson)

Carolyn Coakley

Pauline Jackson

Damon Smith

Chris Clarke

**Order Of Business**

|          |  |          |
|----------|--|----------|
| <b>1</b> | <b>Opening .....</b>   | <b>5</b> |
| <b>2</b> | <b>Apologies .....</b>   | <b>5</b> |
| <b>3</b> | <b>Public Forum .....</b>  | <b>5</b> |
| <b>4</b> | <b>Declarations Of Interest.....</b>                             | <b>5</b> |
| <b>5</b> | <b>Reports .....</b>   | <b>6</b> |
| 5.1      | Minutes of Fairlie Community Board Meeting - 18 April 2019 ..... | 6        |
| 5.2      | Fairlie Community Board Matters Under Action .....               | 7        |
| 5.3      | Fairlie Community Board Financial Report .....                   | 9        |
| 5.4      | Fairlie Skate Park .....   | 18       |
| 5.5      | Ward Members Report/ Report From Members of the Board .....      | 19       |
| 5.6      | Minutes from Other Community Boards .....                        | 20       |



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

## **5        REPORTS**

### **5.1       MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 18 APRIL 2019**

**File Reference:**        PAD

**Author:**                Charlotte Borrell, Governance Advisor

**Authoriser:**          Stuart Grant, Acting General Manager Corporate Services

**Attachments:**        Nil

|  |
|--|
| <p><b>RECOMMENDATION</b></p> <p>That the Minutes of the Fairlie Community Board Meeting held on Thursday 18 April 2019 be received and the recommendations therein be adopted.</p> |
|--|

All confirmed, and unconfirmed minutes are available at the Twizel Community Library and the Mackenzie Community Library, Fairlie or at [www.mackenzie.govt.nz](http://www.mackenzie.govt.nz).

**5.2 FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION****File Reference:** PAD**Author:** Charlotte Borrell, Governance Advisor**Authoriser:** Stuart Grant, Acting General Manager Corporate Services**Attachments:** Nil**COMPLETED/RESOLVED ACTIONS**

- “No dogs” signs erected in the play area
- Mobile Traders trial sites have been designated.

**SHORT TERM ACTIONS**

| Date      | Project  | Actioned Required By |
|-----------|--|----------------------|
| 14 Mar 19 | <u>Gray Street:</u> Resolution passed “That Council remove the angle parking and replace parallel parking on Gray Street.”<br><i>Working to get sub contractor’s back into the area to change the marking to parallel parking both sides of the street</i>                                     | Mr Mckenzie          |
|           | <u>War Memorial Maintenance:</u> Plastering and tiles to be completed.<br><i>The Community Services Officer is working with contractors to complete this.</i>  |                      |
|           | <u>Problem dogs:</u> Two new signs will be erected on the Village Green.<br><i>Signs have been ordered.</i>  |                      |
|           | <u>WiFi for Fairlie Main Street:</u> Will be connected in 2022. Council are trying to speed this process up.   | Cr Clarke            |
|           | <u>Playground Extension:</u> Resolution “That a basket swing be installed on a steel frame at the playground.”   |                      |
|           | <u>Footpath from public toilet along Main Street to the carpark:</u> Resolution passed “That Council proceed with the lower priced contractor for the footpath from public toilet along main street to the carpark. To be completed by the end of May.”<br><i>Contractor has been engaged.</i> |                      |
|           | <u>Hexagonal seat around tree on Talbot Road:</u> Prices were received and the resolution passed “That Council fit one macrocarpa seat to the tree located closest to the playground.”<br><i>Contractor has been engaged.</i>  |                      |

**LONG TERM ACTIONS**

| Date      | Project   | Actioned Required By |
|-----------|---|----------------------|
| 15 Mar 18 | <u>Regent Street</u> : Council is waiting for the township traffic strategies to be completed. No money in current budget for this work. Mayor believes it will happen within the next two years.   | Council              |
|           | <u>Abley Transportation Strategy</u> : The parking survey was completed mid-January to collect base line data. This is currently on hold until strategic study complete.  | Council              |
|           | <u>Street Lighting</u> : Roading manager is seeking prices for bollards in Fairlie and Tekapo. Ongoing.   | Mr Mckenzie          |
|           | <u>New security cameras in Fairlie</u> : Council staff are working on a new policy for the use of cameras.  | Council              |
|           | <u>Rating System</u> : Resolution passed on April 26, 2018, "That the Fairlie Community Board recommends that Council reviews the rating system for Fairlie amenities, in particular the split between town and rural." The chief executive reported there will be a rating review. | Council              |
|           | <u>Dog Park in Fairlie</u> : An area has been suggested on the southeast side of the Allandale Bridge. Mr Nixon checking that this is a project for the year.   |                      |
|           | <u>Frisbee Golf Course</u> :  |                      |
|           | <u>Fairlie Skateboard Park</u> : <i>Separate discussion to follow financial reports.</i>  |                      |
| 18 Apr 19 | <u>Community Centre Heating</u> : Resolution "That the heating options for the Mackenzie Community Centre be reviewed."   |                      |

SUZETTE VAN ASWEGEN  
**CHIEF EXECUTIVE OFFICER**



**5.3 FAIRLIE COMMUNITY BOARD FINANCIAL REPORT****File Reference:** FIN**Author:** Jo Hurst, Management Accountant**Authoriser:** Stuart Grant, Acting General Manager Corporate Services**Attachments:** 1. Fairlie Community Board April Finance Report [↓](#) **PURPOSE OF REPORT**

For the Fairlie Community Board to note the financial performance of the Fairlie Community as a whole.

**STAFF RECOMMENDATIONS**

1. That the report be received.

**BACKGROUND**

The financial report for the Community Board for the period ended April, 2019, the purpose of which is to update Board members on the financial performance of the Fairlie Community as a whole for that period.

SUZETTE VAN ASWEGEN

**CHIEF EXECUTIVE OFFICER**

**MACKENZIE DISTRICT COUNCIL  
FAIRLIE COMMUNITY BOARD REPORT  
Activity Statement  
For the period ended April 2019**

|  | LYTD<br>Actual<br>2018 | YTD<br>Actual<br>April 2019 | YTD<br>Budget<br>April 2019 | Variance  | Variance<br>% | Full Year<br>Budget<br>30/06/2019 |
|--|------------------------|-----------------------------|-----------------------------|-----------|---------------|-----------------------------------|
| <b>Council - General Fairlie</b>       |                        |                             |                             |           |               |                                   |
| Income                                 |                        |                             |                             |           |               |                                   |
| Targeted Rates                         | 7,860                  | 8,080                       | 8,080                       | -         | 0%            | 9,700                             |
| <b>Total Income</b>                    | <b>7,860</b>           | <b>8,080</b>                | <b>8,080</b>                | <b>-</b>  |               | <b>9,700</b>                      |
| Expenses                               |                        |                             |                             |           |               |                                   |
| Members Expenses                       | 7,833                  | 7,988                       | 8,080                       | 92        | 1%            | 9,700                             |
| <b>Total Expenses</b>                  | <b>7,833</b>           | <b>7,988</b>                | <b>8,080</b>                | <b>92</b> |               | <b>9,700</b>                      |
| <b>Total Council - General Fairlie</b> | <b>27</b>              | <b>92</b>                   | <b>-</b>                    | <b>92</b> |               | <b>-</b>                          |

**MACKENZIE DISTRICT COUNCIL**  
**FAIRLIE COMMUNITY BOARD REPORT**  
**Activity Statement**  
**For the period ended April 2019**

|                             | LYTD<br>Actual<br>2018 | YTD<br>Actual<br>April 2019 | YTD<br>Budget<br>April 2019 | Variance     | Variance<br>% | Full Year<br>Budget<br>30/06/2019 |
|-----------------------------|------------------------|-----------------------------|-----------------------------|--------------|---------------|-----------------------------------|
| <b>Fairlie Domain</b>       |                        |                             |                             |              |               |                                   |
| Income                      |                        |                             |                             |              |               |                                   |
| Targeted Rates              | 1,190                  | (3,890)                     | (3,890)                     | -            | 0%            | (4,664)                           |
| Other Income                | 13,958                 | 13,333                      | 13,691                      | (358)        | -3%           | 20,332                            |
| <b>Total Income</b>         | <b>15,148</b>          | <b>9,443</b>                | <b>9,801</b>                | <b>(358)</b> |               | <b>15,668</b>                     |
| Expenses                    |                        |                             |                             |              |               |                                   |
| Administration Expenses     | 2,479                  | 2,817                       | 2,690                       | (127)        | -5%           | 3,228                             |
| Operational and Maintenance | 7,573                  | 6,930                       | 10,370                      | 3,440        | 33%           | 12,440                            |
| Depreciation                | 11,830                 | 11,940                      | 11,940                      | -            | 0%            | 14,330                            |
| <b>Total Expenses</b>       | <b>21,882</b>          | <b>21,687</b>               | <b>25,000</b>               | <b>3,313</b> |               | <b>29,998</b>                     |
| <b>Total Fairlie Domain</b> | <b>(6,734)</b>         | <b>(12,244)</b>             | <b>(15,199)</b>             | <b>2,955</b> |               | <b>(14,330)</b>                   |

MACKENZIE DISTRICT COUNCIL  
 FAIRLIE COMMUNITY BOARD REPORT  
 Activity Statement  
 For the period ended April 2019

|  | LYTD<br>Actual<br>2018 | YTD<br>Actual<br>April 2019 | YTD<br>Budget<br>April 2019 | Variance | Variance<br>% | Full Year<br>Budget<br>30/06/2019 |
|--|------------------------|-----------------------------|-----------------------------|----------|---------------|-----------------------------------|
| <b>Fairlie Investment Income</b>       |                        |                             |                             |          |               |                                   |
| Income                                 |                        |                             |                             |          |               |                                   |
| Targeted Rates                         | (1,330)                | (2,670)                     | (2,670)                     | -        | 0%            | (3,200)                           |
| Other Income                           | 1,330                  | 2,670                       | 2,670                       | -        | 0%            | 3,200                             |
| <b>Total Income</b>                    | -                      | -                           | -                           | -        | X             | -                                 |
| <b>Total Fairlie Investment Income</b> | -                      | -                           | -                           | -        | X             | -                                 |

**MACKENZIE DISTRICT COUNCIL**  
**FAIRLIE COMMUNITY BOARD REPORT**  
**Activity Statement**  
**For the period ended April 2019**

|                                  | LYTD<br>Actual<br>2018 | YTD<br>Actual<br>April 2019 | YTD<br>Budget<br>April 2019 | Variance        | Variance<br>% | Full Year<br>Budget<br>30/06/2019 |
|----------------------------------|------------------------|-----------------------------|-----------------------------|-----------------|---------------|-----------------------------------|
| <b>Fairlie Township</b>          |                        |                             |                             |                 |               |                                   |
| <b>Income</b>                    |                        |                             |                             |                 |               |                                   |
| Targeted Rates                   | 142,758                | 135,105                     | 135,150                     | (45)            | 0%            | 162,180                           |
| Other Income                     | 5,000                  | -                           | 13,330                      | (13,330)        | -100%         | 16,000                            |
| <b>Total Income</b>              | <b>147,758</b>         | <b>135,105</b>              | <b>148,480</b>              | <b>(13,375)</b> |               | <b>178,180</b>                    |
| <b>Expenses</b>                  |                        |                             |                             |                 |               |                                   |
| Administration Expenses          | 3,060                  | 16,639                      | 13,920                      | (2,719)         | -20%          | 16,700                            |
| Operational and Maintenance      | 93,015                 | 109,115                     | 134,570                     | 25,455          | 19%           | 161,480                           |
| Depreciation                     | 5,440                  | 5,150                       | 5,150                       | -               | 0%            | 6,178                             |
| <b>Total Expenses</b>            | <b>101,514</b>         | <b>130,904</b>              | <b>153,640</b>              | <b>22,736</b>   |               | <b>184,358</b>                    |
| <b>Total Fairlie Township</b>    | <b>46,244</b>          | <b>4,201</b>                | <b>(5,160)</b>              | <b>9,361</b>    |               | <b>(6,178)</b>                    |
| Playground Upgrade               | -                      | -                           | 41,670                      | (41,670)        | 100%          | 50,000                            |
| <b>Total Capital Expenditure</b> | <b>-</b>               | <b>-</b>                    | <b>41,670</b>               | <b>(41,670)</b> |               | <b>50,000</b>                     |

Variance Analysis:

1. Other income of \$13,330 has been budgeted however this was included here in error as relates to the Fairlie Camping Ground rental which is budgeted for and received in the Fairlie Domain cost centre.
2. Administration costs are currently over budget as donations are up on budget by \$660, while insurance and rate costs of \$2,479 in total were not budgeted for this year.
3. Operational and maintenance costs are currently under budget, however there has been an overspend with regards to tree maintenance, with an arborist and Whitestone Contracting used to tidy up the township and village green trees. Lawnmowing is also currently over budget due to additional areas mowed than planned and the CPI adjustments charged in April. Water charges were also incurred this year for \$1,595 which had not been budgeted for.

**MACKENZIE DISTRICT COUNCIL  
FAIRLIE COMMUNITY BOARD REPORT  
Activity Statement  
For the period ended April 2019**

|   | LYTD<br>Actual<br>2018 | YTD<br>Actual<br>April 2019 | YTD<br>Budget<br>April 2019 | Variance        | Variance<br>% | Full Year<br>Budget<br>30/06/2019 |
|---|------------------------|-----------------------------|-----------------------------|-----------------|---------------|-----------------------------------|
| <b>Mackenzie Community Centre</b>       |                        |                             |                             |                 |               |                                   |
| <b>Income</b>                           |                        |                             |                             |                 |               |                                   |
| Targeted Rates                          | 53,190                 | 54,020                      | 54,020                      | -               | 0%            | 64,823                            |
| Other Income                            | 8,872                  | 25,746                      | 12,500                      | 13,246          | 106%          | 15,000                            |
| Internal Interest Income                | 566                    | 963                         | 620                         | 343             | 55%           | 746                               |
| <b>Total Income</b>                     | <b>62,628</b>          | <b>80,728</b>               | <b>67,140</b>               | <b>13,588</b>   |               | <b>80,569</b>                     |
| <b>Expenses</b>                         |                        |                             |                             |                 |               |                                   |
| Employment Expenses                     | -                      | 223                         | 7,200                       | 6,977           | 97%           | 8,642                             |
| Administration Expenses                 | 7,417                  | 8,375                       | 7,510                       | (865)           | -12%          | 9,000                             |
| Operational and Maintenance             | 24,971                 | 13,056                      | 35,080                      | 22,024          | 63%           | 42,085                            |
| Depreciation                            | 31,440                 | 34,650                      | 34,650                      | -               | 0%            | 41,573                            |
| <b>Total Expenses</b>                   | <b>63,828</b>          | <b>56,304</b>               | <b>84,440</b>               | <b>28,136</b>   |               | <b>101,300</b>                    |
| <b>Total Mackenzie Community Centre</b> | <b>(1,200)</b>         | <b>24,424</b>               | <b>(17,300)</b>             | <b>(14,548)</b> |               | <b>(20,731)</b>                   |
| <b>Building Upgrade</b>                 | -                      | -                           | 16,670                      | (16,670)        |               | 20,000                            |
| <b>Total Capital Expenditure</b>        | -                      | -                           | <b>16,670</b>               | <b>(16,670)</b> |               | <b>20,000</b>                     |

**Variance Analysis:**

1. Other income is significantly higher than budgeted due to a donation received to go towards the upgrade of the Community Centre, while income from hall hire is currently \$5,893 less than budgeted.
2. Administration expenses are up on budget by \$865 due to rates being charged to the individual activities this year.

**MACKENZIE DISTRICT COUNCIL**  
**FAIRLIE COMMUNITY BOARD REPORT**  
 Activity Statement  
 For the period ended April 2019

|                               | LYTD<br>Actual<br>2018 | YTD<br>Actual<br>April 2019 | YTD<br>Budget<br>April 2019 | Variance     | Variance<br>% | Full Year<br>Budget<br>30/06/2019 |
|-------------------------------|------------------------|-----------------------------|-----------------------------|--------------|---------------|-----------------------------------|
| <b>Strathconan Park</b>       |                        |                             |                             |              |               |                                   |
| Income                        |                        |                             |                             |              |               |                                   |
| Targeted Rates                | 3,570                  | 3,530                       | 3,530                       | -            | 0%            | 4,233                             |
| <b>Total Income</b>           | <b>3,570</b>           | <b>3,530</b>                | <b>3,530</b>                | <b>-</b>     |               | <b>4,233</b>                      |
| <b>Expenses</b>               |                        |                             |                             |              |               |                                   |
| Administration Expenses       | 1,565                  | 1,119                       | 3,233                       | 2,114        | 65%           | 3,233                             |
| Operational and Maintenance   | -                      | -                           | 830                         | 830          | 100%          | 1,000                             |
| <b>Total Expenses</b>         | <b>1,565</b>           | <b>1,119</b>                | <b>4,063</b>                | <b>2,944</b> |               | <b>4,233</b>                      |
| <b>Total Strathconan Park</b> | <b>2,005</b>           | <b>2,411</b>                | <b>(533)</b>                | <b>2,944</b> |               | <b>-</b>                          |

**MACKENZIE DISTRICT COUNCIL**  
**FAIRLIE COMMUNITY BOARD REPORT**  
**Activity Statement**  
**For the period ended April 2019**

|  | LYTD<br>Actual<br>2018 | YTD<br>Actual<br>April 2019 | YTD<br>Budget<br>April 2019 | Variance     | Variance<br>% | Full Year<br>Budget<br>30/06/2019 |
|--|------------------------|-----------------------------|-----------------------------|--------------|---------------|-----------------------------------|
| <b>Strathconan Swimming Pool</b>       |                        |                             |                             |              |               |                                   |
| <b>Income</b>                          |                        |                             |                             |              |               |                                   |
| Targeted Rates                         | 46,510                 | 52,470                      | 52,470                      | -            | 0%            | 62,966                            |
| Other Income                           | 9,905                  | 16,904                      | 17,800                      | (896)        | -5%           | 17,800                            |
| Internal Interest Income               | 86                     | 307                         | 140                         | 167          | 119%          | 164                               |
| <b>Total Income</b>                    | <b>56,501</b>          | <b>69,681</b>               | <b>70,410</b>               | <b>(729)</b> |               | <b>80,930</b>                     |
| <b>Expenses</b>                        |                        |                             |                             |              |               |                                   |
| Employment Expenses                    | 30,367                 | 32,361                      | 44,153                      | 11,792       | 27%           | 44,153                            |
| Administration Expenses                | 4,049                  | 4,538                       | 4,100                       | (438)        | -11%          | 4,600                             |
| Operational and Maintenance            | 15,239                 | 33,880                      | 24,448                      | (9,432)      | -39%          | 27,278                            |
| Internal interest Expense              | 47                     | -                           | -                           | -            |               | -                                 |
| Depreciation                           | 7,980                  | 8,170                       | 8,170                       | -            | 0%            | 9,798                             |
| <b>Total Expenses</b>                  | <b>57,681</b>          | <b>78,949</b>               | <b>80,871</b>               | <b>1,922</b> |               | <b>85,829</b>                     |
| <b>Total Strathconan Swimming Pool</b> | <b>(1,180)</b>         | <b>(9,268)</b>              | <b>(10,461)</b>             | <b>1,193</b> |               | <b>(4,899)</b>                    |

Variance Analysis:

1. Other income is slightly less than budgeted as season ticket sales and shop sales were less than anticipated.
2. Administration expenses are just over budget as telephone costs were not budgeted for.
3. Operational and maintenance costs are higher than budgeted as electricity costs are up, and repair costs were higher than budget due to the pool being painted, new vinyl laid, venting fan, pre-season repairs and end of season repairs and checks to pumps and chlorinator.



**MACKENZIE DISTRICT COUNCIL**  
**FAIRLIE COMMUNITY BOARD**  
**Detailed Expenses Report**  
**For the period ended April 2019**

|  | LYTD<br>April 2018 | YTD Actual<br>April 2019 | YTD Budget<br>April 2019 | Variance       | Variance<br>% | Full Year<br>Budget<br>30/06/19 |
|--|--------------------|--------------------------|--------------------------|----------------|---------------|---------------------------------|
| <b>Fairlie Township</b>                  |                    |                          |                          |                |               |                                 |
| <b>Administration Expenses</b>           |                    |                          |                          |                |               |                                 |
| 0524455. Advertising                     | -                  | -                        | 420                      | 420            | 100%          | 500                             |
| 0524485. Donations & Grants              | 500                | 14,160                   | 13,500                   | (660)          | -5%           | 16,200                          |
| 0524495. Insurance                       | 440                | 466                      | -                        | (466)          |               | -                               |
| 0524615. Rates                           | 2,120              | 2,013                    | -                        | (2,013)        |               | -                               |
| <b>Total Administration Expenses</b>     | <b>3,060</b>       | <b>16,639</b>            | <b>13,920</b>            | <b>(2,719)</b> |               | <b>16,700</b>                   |
| <b>Operational and Maintenance</b>       |                    |                          |                          |                |               |                                 |
| 0525001. Materials Purchased             | -                  | 278                      | 250                      | (28)           | -11%          | 300                             |
| 0525020. Gardening                       | 23,418             | 24,321                   | 29,170                   | 4,849          | 17%           | 35,000                          |
| 0525021. Contractors                     | 2,161              | 2,304                    | 2,250                    | (54)           | -2%           | 2,700                           |
| 0525022. Irrigation equip - maintenance  | 657                | 701                      | 830                      | 129            | 16%           | 1,000                           |
| 0525023. Water Meter                     | -                  | 1,595                    | -                        | (1,595)        |               | -                               |
| 0525025. Lawn Mowing                     | 36,347             | 37,967                   | 30,000                   | (7,967)        | -27%          | 36,000                          |
| 0525026. Repairs & Maintenance Planned   | -                  | -                        | 4,170                    | 4,170          | 100%          | 5,000                           |
| 0525027. Repairs & Maint Unplanned       | 1,863              | 3,486                    | 8,750                    | 5,264          | 60%           | 10,500                          |
| 0525029. Tree Maintenance                | 6,983              | 10,671                   | 5,000                    | (5,671)        | -113%         | 6,000                           |
| 0525035. Playground Maintenance          | 1,631              | 1,838                    | 1,800                    | (38)           | -2%           | 2,160                           |
| 0525042. Litter Bin Collection           | 13,200             | 13,828                   | 14,850                   | 1,022          | 7%            | 17,820                          |
| 0525210. Fairlie Walkway                 | 1,374              | 45                       | 4,170                    | 4,125          | 99%           | 5,000                           |
| 0525603. Fairlie Township Projects       | 5,382              | 12,081                   | 33,330                   | 21,249         | 64%           | 40,000                          |
| <b>Total Operational and Maintenance</b> | <b>93,015</b>      | <b>109,115</b>           | <b>134,570</b>           | <b>25,455</b>  |               | <b>161,480</b>                  |

**5.4 FAIRLIE SKATE PARK****File Reference:** NA**Author:** Charlotte Borrell, Governance Advisor**Authoriser:** Stuart Grant, Acting General Manager Corporate Services**Attachments:** Nil**STAFF RECOMMENDATIONS**

1. That the information be noted.
2. That the Fairlie Community Board formally endorse the Fairlie Skate Park and write a letter of support.
3. That the Fairlie Community Board recommend to Council that Council approve the application for \$25,000 from the land subdivision reserve for the Fairlie Skate Park.
4. That the Fairlie Community Board request the Mayor, on behalf of Council, write a letter of support for the Skate Park Committee to include in their application to the Lotteries Commission and Trust Aoraki for funding for this project, including acknowledging the planned 1200 volunteer hours from the community.

**BACKGROUND**

The Skate Park Committee are ready to progress this project with work to begin in October 2019. Having already fundraised \$10,000, the committee will apply to Council for \$25,000 from the land subdivision reserve. The committee will also be applying to the Lotteries Commission and Trust Aoraki for additional funding.

SUZETTE VAN ASWEGEN

**CHIEF EXECUTIVE OFFICER**

**5.5 WARD MEMBERS REPORT/ REPORT FROM MEMBERS OF THE BOARD****File Reference:** PAD**Author:** Charlotte Borrell, Governance Advisor**Authoriser:** Stuart Grant, Acting General Manager Corporate Services**Attachments:** Nil**STAFF RECOMMENDATIONS**

That the information be noted.

**BACKGROUND**

1. Cr Clarke will provide a verbal report regarding recent Council business that has occurred since the last Community Board meeting for members' information.
2. Reports from members who represent the Board on other Committees.

SUZETTE VAN ASWEGEN

**CHIEF EXECUTIVE OFFICER**

**5.6 MINUTES FROM OTHER COMMUNITY BOARDS****File Reference:** PAD**Author:** Charlotte Borrell, Governance Advisor**Authoriser:** Stuart Grant, Acting General Manager Corporate Services**Attachments:** Nil**STAFF RECOMMENDATIONS**

That the unconfirmed minutes of the most recent meetings of the other two community boards in the Mackenzie District be noted.

All confirmed, and unconfirmed minutes are available at the Twizel Community Library and the Mackenzie Community Library, Fairlie or at [www.mackenzie.govt.nz](http://www.mackenzie.govt.nz).

SUZETTE VAN ASWEGEN

**CHIEF EXECUTIVE OFFICER**