



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

**Date: Thursday, 12 March 2020**  
**Time: 4.30pm**  
**Location: Council Chambers**  
**Fairlie**

# **AGENDA**

**Fairlie Community Board Meeting**

**12 March 2020**

**Fairlie Community Board Membership:**

Les Blacklock (Chairperson)

Damon Smith

Leaine Rush

Angela Habraken

Murray Cox

**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 - 30 January 2020 .....	6
5.2	Fairlie Matters Under Action .....	12
5.3	Fairlie Community Board Financial Report .....	14
5.4	Invoice for Payment .....	19
5.5	Pathway between State Highway 8 and Riddle Street shops.....	21
5.6	General Business and Update from Councillor Representative.....	23



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

## **5        REPORTS**

### **5.1       MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 30 JANUARY 2020**

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

**Authoriser:**

**Attachments:**        **1.       Minutes of Fairlie Community Board Jan 30 2020**  

#### **RECOMMENDATION**

That the Minutes of the Fairlie Community Board Meeting held on Thursday 30 January 2020 be received and confirmed as an accurate record of the meeting.



# **Unconfirmed MINUTES**

**Fairlie Community Board Meeting**

**30 January 2020**

Fairlie Community Board Meeting Minutes

30 January 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
FAIRLIE COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBERS, FAIRLIE  
ON THURSDAY, 30 JANUARY 2020 AT 4.31PM**

**PRESENT:** Les Blacklock (Chairman), Leaine Rush, Angela Habraken

**IN ATTENDANCE:** Charlotte Borrell (Community Services Officer), Adrian Hodgett (Finance Manager), Phill Mackay (Emergency Management Officer), Arlene Goss (Governance Advisor Temp)

**1 OPENING**

The chairman welcomed everyone to the meeting.

**2 APOLOGIES**

**COMMITTEE RESOLUTION FCB/2020/138**

Moved: Cr Les Blacklock

Seconded: Member Leaine Rush

That the apologies received from member Damon Smith and Cr Murray Cox be accepted and leave of absence granted.

**CARRIED**

**3 PUBLIC FORUM**

The chairman thanked Franz and Christine Lieber for their contribution to the Fairlie community and presented them with a framed certificate of appreciation, and a bunch of flowers.

**4 DECLARATIONS OF INTEREST**

Member Leaine Rush declared a conflict of interest in item 5.6: 'Grant Application from Andrew Hurst'. It was agreed she would abstain from voting on that item.

**5 REPORTS**

**5.1 MINUTES OF THE FAIRLIE COMMUNITY BOARD - 05 DECEMBER 2019**

**COMMITTEE RESOLUTION FCB/2020/139**

Moved: Member Leaine Rush

Seconded: Cr Les Blacklock

1. That the Minutes of the Fairlie Community Board Meeting held on Thursday 05 December 2019 be received and confirmed as an accurate record of the meeting.

**CARRIED**

Page 2



## 5.2 FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION

**War memorial maintenance** – Will go ahead soon.

**Dog signs** – Signs are ready to be installed. Charlotte Borrell showed sample signs to the board and they agreed on the best option. Pricing options for dog bag dispensers will come to the next meeting.

**Strathconan Swimming Pool** - Move this item to the long term action list for inclusion in the council's long term plan.

**Bus parking by Playground** – The community board would like to make changes to bus parking in this area including moving the footpath and introducing angle parking.

**Security cameras in Fairlie** – Leave on the action list.

**Fairlie Skate Park** – To be discussed later in the meeting.

**Roading in Regent Street** – The community board wants this kept on the list due to feedback from residents who are concerned about the lack of sealing. Possibly to go into the Long Term Plan?

**Ultrafast broadband** – Due for 2020.

**Street lighting** – This is ongoing.

**Rating system** – With council.

**Dog park in Fairlie** – A site has been chosen. This needs to be fenced and cleaned up before Christmas. Would like to have this ready for next summer. The community board agreed that Charlotte Borrell would check on the status and size of the land and get a price for clean-up and fencing.

## 5.3 FAIRLIE COMMUNITY BOARD FINANCIAL REPORT

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

Adrian Hodgett introduced the members to the new financial report format.

Revenue is down on budget due to the Fairlie community centre not getting the bookings that were expected.

Discussion took place on the best uses of the community board's operational and capital budgets.

The current state of the Fairlie swimming pool, and upcoming costs, were outlined by Charlotte Borrell.

Mr Hodgett was thanked for his report and he left the meeting.

## 5.7 ROLE OF THE COMMUNITY BOARD ELECTED OFFICIALS IN RELATION TO CIVIL DEFENCE AND EMERGENCY MANAGEMENT

This item was brought forward in the agenda to allow a presentation from the Emergency Management Officer on Civil Defence and Emergency Management and the role of elected officials.

Phill Mackay outlined his role with the council and the responsibilities of different agencies in an emergency. He said the community board was important in helping a community recover from an emergency event. The community board is the face of the community. What would it need to do soon after an event to keep people engaged and enable recovery?

Mr Mackay is currently working on a community resilience plan for Fairlie and this would come to a future meeting. He was thanked for his report and left the meeting.

#### 5.4 FAIRLIE SKATE PARK - FINAL PLANS

The purpose of this report was for the Fairlie Community Board to approve final plans received from the Fairlie Skate Committee to allow construction on the skate park to begin.

In the plans the middle part of the park is labelled grass but it has been confirmed this is actually concrete.

The option of a power supply has also been raised. Having a secure power supply installed while excavating is good timing. The community board township fund may need to pay for this.

The Fairlie Skate Park committee is currently working through the process of getting consent for stormwater discharge and other matters.

The community board applauded the skate committee for the work they have done.

##### **COMMITTEE RESOLUTION FCB/2020/140**

Moved: Member Leaine Rush

Seconded: Member Angela Habraken

1. That the report be received.
2. That the Fairlie Community Board approves the final plans from the Fairlie Skate Committee to allow construction to begin on the Fairlie Skate Park, as long as the middle section is concrete and relevant consents are granted.

**CARRIED**

#### 5.5 COMMUNITY BOARD STANDING ORDERS

The Local Government Act 2002 requires that each Community Board adopts a set of standing orders.

##### **COMMITTEE RESOLUTION FCB/2020/141**

Moved: Cr Les Blacklock

Seconded: Member Angela Habraken

1. That the Fairlie Community Board adopts the Fairlie Community Board Standing Orders dated November 2019 pursuant to Clause 27, Schedule 7 of the Local Government Act 2002.

<b>CARRIED</b>
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**5.6 GRANT APPLICATION - ANDREW HURST**

Andrew Hurst received a traumatic leg injury last year and was helicoptered out. He would like to raise funds for the rescue helicopter in appreciation, and plans to hold an auction evening that includes motivational speakers. The board agreed to support this.

Charlotte Borrell asked if the board would like to increase its budget for grants as part of the current budget process. Discussion took place on current demand. The board decided that the current level of grant funding was appropriate and should not change at this stage.

**COMMITTEE RESOLUTION FCB/2020/142**

Moved: Cr Les Blacklock

Seconded: Member Angela Habraken

1. That the report be received.
2. That the Fairlie Community Board grants a request from Andrew Hurst for \$230 including GST (\$200 excluding GST) for hall hire of the Community Centre to hold an auction evening, with the proceeds going to the Westpac Rescue Helicopter.

**CARRIED**

Member Liane Rush abstained from voting.

**The Meeting closed at 5.30pm.**

**The minutes of this meeting were confirmed at the Fairlie Community Board Meeting held on 12 March 2020.**

.....  
**CHAIRPERSON**

**5.2 FAIRLIE MATTERS UNDER ACTION****File Reference:****Author:** Arlene Goss, Committee Administrator (Temp)**Authoriser:** Charlotte Borrell, Community Facilities and Services Officer**Attachments:** Nil**STAFF RECOMMENDATIONS**

That the information be noted.

**MATTERS UNDER ACTION**

Date	Project Short Term (1 – 4 months)	Actioned Required By
	<u>War Memorial Maintenance:</u> Work is underway.	Ms Borrell
	<u>Problem dogs:</u> Contractor is engaged to install signs. Pricing options for dog bag dispensers will come to the next meeting.	Ms Borrell
18 Apr 19	<u>Community Centre Heating:</u> Resolution That the Community Board accept the quote that has been tendered. To be included in the Community Hall upgrade.	Complete

Date	Project Long Term (4 – 12 months)	Actioned Required By
6 June 2019	<u>Bus Parking by Playground</u> Mr Haar will investigate the option of bus parking on SH8 with NZTA further and supply options to the board. The community board would like to make changes to bus parking in this area including moving the footpath and introducing angle parking.	Mr Haar
	<u>Security cameras in Fairlie:</u> to be investigated	Ms Borrell
30 January 2020	<u>Fairlie Skate Park:</u> Resolved that the Fairlie Community Board approves the final plans from the Fairlie Skate Committee to allow construction to begin on the Fairlie Skate Park, as long as the middle section is concrete and relevant consents are granted.	In progress. No further action required from Community Board
	<u>Strathconan Swimming Pool:</u> there are issues with the filtration system with the existing pump being nursed along. The system is having constant maintenance so the plan is to get through the season and next and then put it into a long term upgrade. To be included in the Long Term Plan.	Ms Borrell
	<u>Dog Park in Fairlie:</u> An area has been suggested on the southeast side of the Allandale Bridge. The community board agreed that	Ms Borrell

	Charlotte Borrell would check on the status and size of the land and get a price for clean-up and fencing.	
Date	Under Observation (not in Community Board Scope)	Actioned Required By
15 Mar 18	<u>Regent Street Sealing:</u> The community board wants this kept on the list due to feedback from residents who are concerned about the lack of sealing. Possibly to go into the Long Term Plan.	Council
	<u>WiFi for Fairlie Main Street:</u> Chorus will be winding this out Ultra-Fast Broadband will be rolled out in Fairlie in 2022. Council are trying to speed this process up.	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>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

**5.3 FAIRLIE COMMUNITY BOARD FINANCIAL REPORT****File Reference:** na**Author:** Jo Hurst, Management Accountant**Authoriser:** Adrian Hodgett, Finance Manager**Attachments:** 1. Financial Report for Fairlie [!\[\]\(5a132f13505a6571904d622757b7a8f0\_img.jpg\)](#) **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 and noted.

**BACKGROUND**

The financial report for the Community Board for the period ended January 2020, the purpose of which is to update Board members on the financial performance of the Fairlie Community as a whole for that period.



## Fairlie Community Board Financial Performance January 2020

	YTD Actual 2019/20	YTD Budget 2019/20	YTD Actual 2018/19	Variance v Budget	Variance v Budget (%)	Variance v 2018/19	Variance v 2018/19 (%)
Other Revenue	24,648	32,249	40,329	(7,601)	-23.57%	(15,681)	-38.88%

Other Revenue has come in under budget as hireage of the Mackenzie Community Centre is approximately \$2,376 less than budgeted, swimming pool revenue is less than budgeted as local groups have yet to be invoiced. Income is down significantly on the prior year as a donation was received to go towards an upgrade of the Community Centre.

Operating Expenditure	227,495	229,670	199,685	2,175	0.95%	(27,810)	-13.93%
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Operating expenditure is just under budget as there has been no township project spends to date however there has been an overspend with swimming pool maintenance in order to open for the season, with a new pump and lighting required. Salaries are over budget with an increase to the living and minimum wage. Costs for the domain are currently above budget; as part of the upgrade existing retaining walls were replaced. Softfall topped up to meet safety requirements and painting of the entrance gates. Spending is up on the prior year as insurance costs have been realised in the month paid this year rather than expensed monthly as occurred in the 2018/19 year.

Capital Expenditure	74,221	126,665	-	52,444	41.40%		
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Capital expenditure is under budget as the Community Centre upgrade has only just started, with the heatpumps installed in the stadium. The Village Green playground has come in under budget with the remainder of the monies used to complete the Fairlie Domain playground upgrade in April. There was no budget for the swimming pool spend however a new robotic cleaner, fridge and equipment were required to start the season. These costs will be paid for from reserves.

**Fairlie Community Board  
Capital Expenditure Summary  
For The Period Ended 31 January 2020**

	Budget 2019/20	YTD Actual 2019/20
<b>Fairlie Township</b>		
1 Playground Upgrade (Village Green) (Includes \$6,047 from prior year)	30,000	14,556
2 Budget Carry Forward from 2018/19 year	50,000	
<b>Total Fairlie Township</b>	<b>80,000</b>	<b>14,556</b>
<b>Fairlie Domain</b>		
Playground Upgrade	30,810	57,023
<b>Total Fairlie Domain</b>	<b>30,810</b>	<b>57,023</b>
<b>Mackenzie Community Centre</b>		
Furniture and Fittings	92,430	4,372
<b>Total Mackenzie Community Centre</b>	<b>92,430</b>	<b>4,372</b>
<b>Strathconan Swimming Pool</b>		
Plant and Equipment		4,317
<b>Total Strathconan Swimming Pool</b>		<b>4,317</b>

1 In the Fairlie Township the budget underspend of \$15,444 will be used to offset extra Community Board township projects spend.

2 The Budget carry forward from the 2018/19 year of \$50,000 will be used for the Fairlie Domain upgrade project.



**Fairlie Community Board  
Township Projects  
For The Period Ended 31 January 2020**

<b>Date</b>	<b>Organisation</b>	<b>Amount</b>
1/07/2019	New financial year 2019/20	\$ 10,960.00
	Transfer from Village Green playground upgrade budget	\$ 15,444.00
	Expenditure to date:	
	Balance remaining	\$ 26,404.00

**Fairlie Community Board  
Grant Allocations  
For The Period Ended 31 January 2020**

<b>Date</b>	<b>Organisation</b>	<b>Amount</b>
1/07/2019	New financial year 2019/20	\$ 2,000.00
	Expenditure to date:	
12/09/2019	Mackenzie College - Hall Hire	\$ 250.00
4/12/2019	Mackenzie Swimming Club - Pool Hire	\$ 250.00
4/12/2019	Fairlie Swimming - Pool Hire	\$ 250.00
30/01/2020	Andrew Hurst - Hall Hire	\$ 200.00
	Balance remaining	\$ 1,050.00

\* Maximum of \$250 can be allocated per grant application

**5.4 INVOICE FOR PAYMENT****File Reference:****Author:** Arlene Goss, Committee Administrator (Temp)**Authoriser:****Attachments:** 1. Invoice from Mackenzie Florist  **PURPOSE OF REPORT**

For the Fairlie Community Board to authorise payment of an invoice for flowers that were presented to a member of the community at the last meeting of the board.

**STAFF RECOMMENDATIONS**

1. That the Fairlie Community Board authorises payment of \$50.00 to Mackenzie Florist, trading as J Rs General Store Limited, for flowers presented to a member of the community at the community board's meeting on January 30, 2020 (GI Code 306230).

SUZETTE VAN ASWEGEN

**CHIEF EXECUTIVE OFFICER**

40796

# TAX INVOICE

Mackenzie District Council

Invoice Date  
31 Jan 2020Invoice Number  
INV-0323Reference  
FlowersGST Number  
120-291-904Mackenzie Florist  
Trading as JR's General  
Store Limited

Description	Quantity	Unit Price	Amount NZD
Bouquet for C Lieber Collected by Leaine	1.00	43.48	43.48
Subtotal			43.48
TOTAL GST 15%			6.52
TOTAL NZD			50.00

Due Date: 20 Feb 2020

Account Number

ANZ 01 0886 0251924 00

Please pay by the 20th of the following month. Thank you

CERTIFIED CORRECT

GI Code: 306230

Name: A Hodgett - Fairlie Comm Brd

Signature: A. Hodgett



## PAYMENT ADVICE

To: Mackenzie Florist  
Trading as JR's General Store Limited

Customer Mackenzie District Council

Invoice Number INV-0323

Amount Due 50.00

Due Date 20 Feb 2020

Amount Enclosed

Enter the amount you are paying above

[RECEIVED]

**5.5 PATHWAY BETWEEN STATE HIGHWAY 8 AND RIDDLE STREET SHOPS**

**Author:** Charlotte Borrell, Community Facilities and Services Officer

**Authoriser:** Stuart Grant, Acting General Manager Operations

**Attachments:** Nil

**PURPOSE OF REPORT**

For the Fairlie Community Board to consider replacing the current pathway over the garden between the footpath on State Highway 8 and the Riddle Street shops.

**STAFF RECOMMENDATIONS**

1. That the report be received.
2. That the Fairlie Community Board approve the construction of a cobble stone footpath across the garden area between the footpath on State Highway 8 and the Riddle Street shops, as a Township Project. This is to improve safety and visual appeal of the area.

**BACKGROUND**

The current paved footpath across the lawn and garden from State Highway 8 to the Riddle Street shops is not aligned with pedestrian flow. The majority of people are walking across the garden which is leaving it looking untidy and is a safety hazard when wet.







The majority of the shops are located to the left of the pathway, however the current pavers veer to the right. They are also uneven which creates a trip hazard.

Replacing the current pathway with a 1.2m wide by 6.7m long with peg and timber edge pathway would improve safety, usability and visual appeal of the area.

#### **POLICY STATUS**

Not applicable

#### **SIGNIFICANCE OF DECISION**

This is not considered to be significant in terms of Council's Significance and Engagement Policy.

#### **OPTIONS**

1. Do nothing
2. Resolve as per staff recommendation
3. Request changes to the proposal

#### **CONSIDERATIONS**

##### **Legal**

Not applicable

##### **Financial**

There are no funds currently budgeted in the 2020/21 Annual Plan for this project.

Funds for these options would be allocated from the Fairlie Township Projects account.

The estimate to complete the cobble stone footpath \$1,550 + GST.

**5.6 GENERAL BUSINESS AND UPDATE FROM COUNCILLOR REPRESENTATIVE****File Reference:****Author:** Arlene Goss, Committee Administrator (Temp)**Authoriser:****Attachments:** 1. Report from Leaine Rush on Accessible Parking [!\[\]\(a870788d6ed9b8fd294b7654a8c8526b\_img.jpg\) !\[\]\(18065afa4ef6662bca9f3f6088f7de30\_img.jpg\)](#)**STAFF RECOMMENDATIONS**

That the information be noted.

Member Leaine Rush has requested the following items for discussion:

- Accessible Parking in Fairlie. (This matter has been raised with the Roading Manager and he has no objections but would like any costs to come from the township budget).
- Security cameras in Main Street, matter raised by Owen Hunter.

#### Accessible Parking

The current location of the accessible car park for the Fairlie Community Centre is located behind the Council building (indicated in blue).

Access to the ramp of the Community Centre is hindered by concrete barriers and narrow paths which would be particularly troublesome for wheelchair users.

I proposed that the park is relocated to behind the Community centre (indicated in red). This would allow easier access down the path beside the centre.

There is also the opportunity for Council to create a new Accessible car park outside their building (indicated in green) and the original accessible car park could be reclaimed as Council parking.

