



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

Date: Wednesday, 10 June 2020

Time: 4.00pm

**Location: Tekapo Community Hall
Lake Tekapo**

AGENDA

Tekapo Community Board Meeting

10 June 2020

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

Tekapo Community Board Membership:

Steve Howes (Chair)

Chris Scrase

Caroll Simcox

Sharron Binns

Matt Murphy

Order Of Business

1	Opening.....	5
2	Apologies.....	5
3	Public Forum	5
4	Declarations Of Interest	5
5	Reports.....	6
5.1	Minutes of Tekapo Community Board Meeting - 11 March 2020.....	6
5.2	Tekapo Community Board Financial Report	15
5.3	Carry Forward of Unspent 2020 Grant and Township Project Funds	20
5.4	New Format for Community Board Matters Under Action.....	22
5.5	General Business and Update from Councillor Representative	34

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

Mackenzie District Council Recovery Manager Phill Mackay will attend the meeting to answer questions about community welfare and recovery from the Covid-19 shut down.

5 REPORTS

5.1 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 11 MARCH 2020

Author: **Arlene Goss, Governance Advisor**

Authoriser:

Attachments: **1. Minutes of the Last Meeting.**  

RECOMMENDATION

That the Minutes of the Tekapo Community Board Meeting held on Wednesday 11 March 2020 be received and confirmed as an accurate record of the meeting.



Unconfirmed MINUTES

Tekapo Community Board Meeting

11 March 2020

Tekapo Community Board Meeting Minutes

11 March 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
TEKAPO COMMUNITY BOARD MEETING
HELD AT THE TEKAPO COMMUNITY HALL LOUNGE, LAKE TEKAPO
ON WEDNESDAY, 11 MARCH 2020 AT 4.00PM**

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

IN ATTENDANCE: Mayor Graham Smith, Cr Murray Cox, Cr Ann Munro, Suzette van Aswegen (Chief Executive), Charlotte Borrell (Community Services Officer), Geoff Horler (Utilities Manager), Scott McKenzie (Roading Manager), Arlene Goss (Governance Advisor), and 10 members of the public including Stephanie Hagen, Jenny Green, Sheila Preston, Maria Roche, Chrissy Rhodes, Richard Rayward, Walter Speck, Barry Green and Angie Taylor.

1 OPENING

The chairperson opened the meeting and welcomed everyone.

2 APOLOGIES

There were no apologies.

3 PUBLIC FORUM

Nobody requested to speak at the public forum.

4 DECLARATIONS OF INTEREST

Members Sharron Binns and Caroll Simcox declared an interest in Item 5.7: Barbara Hay Reserve - Landscape Design Plans, in that they are both neighbours of the reserve.

5 REPORTS

5.1 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 3 FEBRUARY 2020

COMMITTEE RESOLUTION TKCB/2020/176

Moved: Caroll Simcox

Seconded: Sharron Binns

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

CARRIED

5.2 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 12 FEBRUARY 2020**COMMITTEE RESOLUTION TKCB/2020/177**

Moved: Chris Scrase

Seconded: Sharron Binns

That the Minutes of the Extraordinary Tekapo Community Board Meeting held on Wednesday 12 February 2020 be received and confirmed as an accurate record of the meeting.

CARRIED

5.4 MATTERS UNDER ACTION

The chairperson brought forward Item 5.4: Matters Under Action to allow Utilities Manager Geoff Horler to speak and then leave for another appointment. The chairperson asked him to speak about the sewage stench mentioned in Matters Under Action.

Mr Horler said he was aware of the issue with odour. The sewage pond at Lake Tekapo had not been de-sludged for 20 years and he was waiting on a price to do this. Once it was de-sludged this would not be a problem

To minimize the stench no contractors were allowed to dump septic waste into the pond in the meantime. Since stopping contractors, oxygen levels had stayed high with no smell.

Mr Horler was asked about the future of the sewage pond. He said it was efficient and would remain as it was for at least the next 10 years. After that there would need to be a time when the pond was looked at. It currently had capacity to cope with the growth of Tekapo.

Mr Horler was thanked for his attendance at the meeting.

5.3 NOTICE OF RESCISSION – SHARED PATHWAY ON TEKAPO WATERFRONT

The chairperson explained the background to this issue and said the community board had listened to and heard the concerns of the community since the last meeting. Therefore it wished to rescind the previous resolution related to the shared pathway on the Tekapo Waterfront.

COMMITTEE RESOLUTION TKCB/2020/178

Moved: Chairperson Steve Howes

Seconded: Caroll Simcox

That the resolution TKCB/2020/178 titled 'Proposed Shared Pathway on Tekapo Waterfront', that was passed on February 3, 2020, be rescinded.

CARRIED

The chairperson asked Roading Manager Scott McKenzie to address the board about any changes to this matter since the last community board meeting.

Tekapo Community Board Meeting Minutes

11 March 2020

Mr McKenzie said he had discussed the pathway with Council after taking into consideration the feedback received from the Tekapo community. As a result, Council advised him to reduce the width of the path down to 1.8m and match the surface of the concrete with the environment. Exposed aggregate and coloured concrete was favoured. The aim was to fit the path into the environment as much as possible.

He was also advised to complete the section that runs from the start of Pioneer Drive to the dog statue, and leave the area around the church at this stage, to allow further discussion with the church and the gifters of the land.

Board members asked questions about the route of the path and how to direct people from the dog statue around the church if the path was unfinished. The chairperson suggested that an on-site meeting be arranged between Scott McKenzie and the community board to discuss the smaller details.

The Mayor said councillors were worried about there being no formed single path, but several unformed paths around the church. This could cause problems in the future.

Sharron Binns asked if it was possible to get some samples of the finished look. Carroll Simcox asked what happens if there continues to be a lot of push back on the idea of a concrete path. Mr McKenzie said if the work was not done with the funding that was currently on offer from NZTA it would go back into the list of priorities for some future date. It was noted that NZTA would only fund a concrete path, not a crushed stone one.

Mr McKenzie was asked if he had considered the heritage status of the area. He explained that the heritage zone was contained between the dog statue and the church and this was the area being put on hold for now. The part of the path to go ahead was on road reserve.

Discussion was held on possibly reducing the speed limit on Pioneer Drive to 30km/h. It was not currently possible to limit who could drive on the road. People were walking on the road, including at night. This was not safe.

To change the speed limit required a bylaw change. This was a long, drawn out process. There was current discussion at central government about taking speed limits back to a national level rather than making decisions by district. The chairperson suggested there was an opportunity to change behavior with the use of signs, even if the speed level did not change.

The chairperson thanked Mr McKenzie for his work on this issue. Discussion moved to the options on page 26 of the agenda.

Chris Scrase suggested that doing nothing was a fourth option.

Carroll Simcox suggested going back to the submitters with the options to either do nothing or accept a 1.8m wide aggregate path. The Mayor said they were running out of time to do this. The chairperson said they would rather get it right than rush into it. He suggested a motion be passed to support option one in his report on page 26. This was to build a compacted crushed stone path the full length, at 1.8m wide.

Mr McKenzie explained that the criteria for NZTA funding was that the path would need to be a capital improvement for funding to be provided. If option one was chosen the funding would not be available from NZTA.

Carroll Simcox asked how much time would be available to do a quick consultation with the community before making a decision. Mr McKenzie suggested two weeks.

The councillors at the table were asked for their input. Cr Murphy preferred option 2 part 2 on page 26 of the agenda. This was to use exposed aggregate.

Cr Cox would like to see a multi-purpose path from Mount John to the regional park. He would prefer a high quality concrete path with the right design and landscaping, wide enough to take bikes.

Cr Munro said a concrete footpath was desirable as a long term option. It would be a shame to have the opportunity of funding from central government and say we didn't want it when the district desperately needed footpaths.

The chairperson said there was a two-week window to have conversations with the community and they would like to hear from other members of the community. He asked for advice on how to do this. The chief executive suggested speaking to Council's communications advisor for advice.

COMMITTEE RESOLUTION TKCB/2020/179

Moved: Sharron Binns

Seconded: Chris Scrase

That the Tekapo Community Board consults with the community over the next two weeks and notifies the roading manager of its recommendation to Council, then ratifies that recommendation at the next community board meeting.

CARRIED**5.8 GENERAL BUSINESS - PRESENTATION FROM SCHOOL STUDENTS ON NEW NAME FOR D'ARCHIAC RESERVE**

Teacher Maria Roche and two children from Lake Tekapo School were at the meeting to present the winning entries in the school competition to name D'Archiac Reserve. This reserve is the space behind Bluewater Peppers Resort, bordering on school land.

Student Elijah suggested Maukatua Reserve, which is the Maori name for Mount Sefton which can be seen from the reserve.

Student Xavier suggested Atua Rangi Reserve, meaning God's Sky, reflecting the Dark Sky Reserve in the district.

The community board thanked the school for the suggested names and asked council staff to consult with Runanga on the appropriateness of the suggested names, with a decision to be made at the next meeting.

5.4 MATTERS UNDER ACTION CONTINUED

Western Carpark – Being re-marked. Tour buses are being directed to down by the bridge. Bus sign needs to be removed. Opportunity for signage on the road after marking is finished.

Community Hall – Price for pull-down screen is about \$500. Bring back to next meeting. Screen is considered a priority for the hall.

Letter to Mr Rayward – remove from list.

George Scott walkway – Charlotte Borrell to meet with TJ from Tekapo Trails to discuss trails around Tekapo.

List of Works – The chief executive offered for Communications Advisor Chris Clarke to meet with the board to discuss the best way of notifying them of anything that would disrupt the community.

Community Hall – Discussion ongoing. Leave on list.

Bus Shelter – Scott McKenzie is working on a plan for the bus shelter.

60km speed limit – More information has gone back to NZTA. Waiting for them to move forward. They have asked for more pedestrian crossings. Another four throughout the town have been suggested.

Pioneer Drive – remove from list.

Boat ramp access – on hold. Scott McKenzie to come back with plans.

Pay toilet review – This will be done after the end of the financial year.

Cowan Hill walkway – This land is owned by Ecan and DoC or is state highway road reserve. Council has very little influence on this area. Scott McKenzie can raise with NZTA extending the gravel walkway down the road reserve.

Sewage stench - remove from list.

Demolition of the tavern – People are expressing concern about rats. The chairman has approached the tenant who thinks the landlord has applied for consent to demolish. The Mayor offered to seek more information and come back to the community board.

Old Earth and Sky building – to follow up with Property Manager Mark Samways.

Freedom camping communication – remove from list.

New Action for Playground Area – Add a drinking fountain to this area.

5.5 TEKAPO COMMUNITY BOARD FINANCIAL REPORT

For the Tekapo Community Board to note the financial performance of the Tekapo Community as a whole. Discussion took place on the current financial situation. It was noted there was still \$2000 in the grants budget until the end of June. The governance advisor offered to advertise the availability of community board grants on Facebook.

Charlotte Borrell advised of a further \$16k carry forward funds to add making a total of approximately \$34k in the Township Fund. She indicated this should be sufficient, or close enough, to cover the remaining playground improvements.

5.6 TEKAPO LAKEFRONT PLAYGROUND - BOARDWALKS AND SHADE SAILS

The purpose of this report was for the Tekapo Community Board to consider the board walk and sun shade picnic table cover options for the Domain Playground to improve access, safety and beautify the area.

Tekapo Community Board Meeting Minutes

11 March 2020

Community Services Manager Charlotte Borrell updated the community board on work carried out to date in the playground. It was noted that there was enough money in the budget to afford both the boardwalk and sunshade options.

The board asked if the picnic tables in the playground could be moved north of the playground.

COMMITTEE RESOLUTION TKCB/2020/180

Moved: Chairperson Steve Howes

Seconded: Sharron Binns

That the Tekapo Community Board approves the following work to be constructed at the Domain Playground, from Tekapo Township Project funds, to improve access, safety and aesthetics:

Boardwalk

- (a) Over swale beside Four Square carpark - 4.0m long x 1.6m wide and 700mm high, with 1.0m concrete apron at each end:

Deck built with railway sleepers \$3,800 + GST (estimate)

- (b) Over wet area adjacent to main playground - 18m long x 1.6m wide and 700mm high:

Deck built with railway sleepers \$12,500 + GST (estimate)

Sun shade picnic table covers

- (c) Double table cover 6.1m long x 5.0m wide and 3.0m high

Built with macrocarpa posts and beams, \$14,500 + GST (estimate).

CARRIED**5.7 BARBARA HAY RESERVE - LANDSCAPE DESIGN PLANS**

The purpose of this report was for the Tekapo Community Board to provide input into the attached concept plans for the development of Barbara Hay Reserve.

The board asked if going ahead with changes to Barbara Hay Reserve would delay plans for D'Archaic Drive. No. This project is smaller and can be done by the end of the financial year. Need more consultation with the community on D'Archaic Drive before moving ahead.

Neighbours, ratepayers/affected parties would be notified of the programme of work to address any access or health and safety requirements. A question was asked about the boundaries outlines in the plan. These were estimated only. The correct boundaries have been surveyed.

COMMITTEE RESOLUTION TKCB/2020/181

Moved: Chris Scrase

Seconded: Sharron Binns

That the Tekapo Community Board receives the report and moves ahead with Option 1 (the current design) after seeing pricing for the project.

CARRIED

5.8 GENERAL BUSINESS AND UPDATE FROM COUNCILLOR REPRESENTATIVE

Lochinver Irrigation – Mr Wilkins did not attend the meeting to raise this matter at the public forum. Geoff Horler will reply to his email.

Rubbish near skip at YHA building – Concerns have been raised about rubbish being dumped next to this skip. Screening around the skip might stop this. Charlotte Borrell said she was planning to trial rubbish bin options in that location. She will also contact the YHA about screening their skip.

Councillor Update - Cr Murphy updated the board on council activity. He said there was nothing significant happening that would disturb the residents that he knows of. He appreciated the work carried out by the community board on the footpath issue over the past few weeks.

Cr Murphy has spoken to the community police officer about doing a check outside the school during drop off or pick up times to monitor traffic. This will take place.

6 PUBLIC EXCLUDED**6.1 MINUTES OF PUBLIC EXCLUDED TEKAPO COMMUNITY BOARD MEETING - 12 FEBRUARY 2020****COMMITTEE RESOLUTION TKCB/2020/182**

Moved: Chairperson Steve Howes

Seconded: Chris Scrase

That the Minutes of the Public Excluded Tekapo Community Board Meeting held on Wednesday 12 February 2020 be received and confirmed as an accurate record of the meeting.

CARRIED

The Meeting closed at 6.08pm.

The minutes of this meeting were confirmed at the Tekapo Community Board Meeting held on 22 April 2020.

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CHAIRPERSON

5.2 TEKAPO COMMUNITY BOARD FINANCIAL REPORT**File Reference:****Author:** Jo Hurst, Management Accountant**Authoriser:** Adrian Hodgett, Finance Manager**Attachments:** 1. Tekapo Community Board Financial Report [↓](#) **PURPOSE OF REPORT**

whole.

STAFF RECOMMENDATIONS

1. That the report be received.

BACKGROUND

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



Tekapo Community Board Financial Performance for the 10 months ended April 2020

	YTD Actual 2019/20	YTD Budget 2019/20	2019/20 Budget	YTD Actual 2018/19	Variance v Budget	Variance v Budget (%)	Variance v 2018/19	Variance v 2018/19 (%)
Other Revenue	116,336	19,380	23,264	11,043	96,956	500.29%	105,293	953.48%

Other revenue is above budget as \$104,409 was received from MBIE to fund the Church of the Good Shepherd work. Contributions had been allowed for in the Tekapo Township which have yet to be received. Income is higher than in the previous year due to the MBIE funding and an increase in the Tekapo hall hires this year.

Operating Expenditure	490,508	313,288	373,672	561,087	(177,220)	-56.57%	70,579	12.58%
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Operating expenditure is over budget as in the Tekapo Township \$147,313 has been spent to date on the Domain Road Eastern Carpark. This spend will be funded from the Government tourism grant currently being applied for. Playground maintenance is up on budget as tiles were purchased and improvements made to softfall areas, required for safety compliance. Grounds maintenance costs are significantly higher with extra lawnmowing, gardening, tree maintenance and the landscaping of the eastern carpark.

Capital Expenditure	11,812	370,780	444,940		358,968	96.81%		
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Capital expenditure has been minimal to date in the Tekapo Township with a picnic table and bench purchased for park projects upcoming and an engineer was engaged to locate boundaries at the Barbara Hay reserve. Tree maintenance work has been carried out in March. A fridge was purchased for the hall which was unbudgeted and will be paid for from reserves.

Need to note: \$15,000 funded from the land subdivision reserve to pay for the Tekapo Playground safety improvements.

**Tekapo Community Board
Grant Allocations
For The Period Ended 30 April 2020**

Date	Organisation	Amount
1/07/2019	New financial year 2019/20	\$ 2,000.00
	Expenditure to date:	
	Balance remaining	\$ 2,000.00

* Maximum of \$1,000 can be allocated per grant application

**Tekapo Community Board
Township Projects
For The Period Ended 30 April 2020**

Date	Organisation	Amount
1/07/2019	New financial year 2019/20	\$ 51,200.00
	Expenditure to date:	
7/07/2019	Repairs to the flying fox	\$ 2,074.70
6/08/2019	New plantings - bridge and toilets	\$ 192.00
11/09/2019	New plantings	\$ 192.00
2/12/2019	Flying Fox (Playground Centre)	\$ 2,878.00
4/03/2020	Lakefront Playground Safety Improvements	\$ 26,500.00
26/03/2020	Lakefront Playground	\$ 16,328.00
	Balance remaining	\$ 3,035.30

**Tekapo Community Board
Capital Expenditure Summary
For The Period Ended 30 April 2020**

	Budget 2019/20	YTD Actual 2019/20
Tekapo Township		
Implementation of Development Plan	444,940	9,612
Total Tekapo Township	444,940	9,612
Tekapo Community Hall		
Plant and Equipment		2,200
Total Tekapo Community Hall		2,200

5.3 CARRY FORWARD OF UNSPENT 2020 GRANT AND TOWNSHIP PROJECT FUNDS

Author: Charlotte Borrell, Community Facilities and Services Officer

Authoriser: Stuart Grant, Acting General Manager Operations

Attachments: Nil

PURPOSE OF REPORT

For the Tekapo Community Board to consider carrying forward any unspent funds in the Community Board Grant and Township Projects budgets to the 2021 financial year, due to the Covid-19 restrictions having halted meetings and progress in the spending of these budgets from March 2020 to June 2020.

STAFF RECOMMENDATIONS

1. That the report be received.
2. That the Tekapo Community Board resolves to carry forward from the 2020 financial year any unspent funds in the Community Board Grant and Township Projects budgets to the 2021 financial year. This is due to the unprecedented effect of Covid-19, preventing meetings, resulting in the inability for the Tekapo Community Board to progress expenditure prior to 30 June 2020.

BACKGROUND

Community Boards have regular meetings to progress Township Projects and consider Grant applications. Due to the unprecedented Covid-19 Lockdown, beginning in March this year, and with the next Community Board meeting not being held until June (the last month of the financial year), the Community Board have been unable to progress Township Projects, nor consider grant applications.

These two budgets are typically not available once the new financial year rolls over. However, it is recommended that this year any unspent monies are carried over to the 2021 financial year. This is in response to the unusually long period where progress was halted.

In addition, outdoor projects cannot be completed in winter due to climatic conditions. Any outdoor projects, like plantings, will not be able to proceed until spring.

POLICY STATUS

Not applicable.

SIGNIFICANCE OF DECISION

This decision is not significant under the Significance and Engagement Policy.

OPTIONS

Option 1: Do nothing

Option 2: Resolve to carry forward unspent Community Board Grant and Township Projects budgets to the 2021 financial year

CONSIDERATIONS

Legal

Not applicable.

Financial

If the funds are not carried forward to the 2021 financial year, the community will not be able to access the unspent grant monies and the Board will be hampered with reduced funds to progress Township Projects.

Other

Not applicable.

CONCLUSION

It would be beneficial to the community and the district as a whole to carry over unspent funds as domestic tourism becomes a focus and the community board continue making improvements in the Tekapo area for residents and visitors alike.

5.4 NEW FORMAT FOR COMMUNITY BOARD MATTERS UNDER ACTION

Author: Arlene Goss, Governance Advisor

Authoriser: Paul Numan, General Manager Corporate Services

Attachments: 1. Outstanding Actions for Tekapo Community Board  

STAFF RECOMMENDATIONS

That the information be noted.

BACKGROUND

Community boards have maintained action lists for many years. These actions have been updated manually after each meeting by the committee administrator and sent out to council staff. This process has been time consuming and has not always worked well.

NEW DATABASE

Over the lockdown period a new database to track and update actions across all committees and community boards was introduced. The database is an extended function of Infocouncil, already used by council. Therefore there was no extra financial cost.

How it works

After each meeting the database searches through the minutes and picks up any resolutions that have been passed at the meeting. It automatically adds these to the list of actions.

Any actions requested at the meeting that have not been resolved are added manually by the committee administrator. The technical term for these is “user defined actions”.

The database automatically informs the appropriate staff member that an action has been assigned to them. The staff member can then complete and sign off the action, or extend the deadline, or assign the action to another staff member. They cannot delete the action. Once the staff member has signed off the action it is removed from the list of outstanding actions but remains in the database.

At any time it is possible to run reports from the database that bring up a list of actions by committee, by staff member, by department, by key word, by township, by date or by type of action.

For example, it is possible for a staff member to bring up a list of all outstanding actions assigned to them across all of the community boards and committees. Or a community board might ask for a list of all outstanding actions by Council using the name of their township as a key word. There are many other possible search parameters.

Over the Covid-19 lockdown period the database was loaded with all the actions that have been requested this triennium (from October, 2019, onwards). As time goes on and more actions are added, this database will become more useful.

Audit Compliance

The database has been specifically designed to be used by councils in New Zealand. It meets the requirements of legislation and can be accessed by Audit New Zealand on request.

At any time, the chief executive or management can also carry out an internal audit of the action list and follow up on outstanding actions.

CONCLUSION

Attached to this report is a list of the outstanding actions requested by your community board since the start of the triennium. This list includes both outstanding resolutions and user defined actions.

Each action will be updated after the meeting and will come back to the next meeting unless it is completed and signed off by staff.

Overdue

Division:
Committee: Tekapo Community Board
Officer:

Date From: 1/10/2019
Date To: 26/05/2020

Action Sheets Report

Printed: Tuesday, 26 May 2020 1:31:15 PM

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
Report	Proposed Shared Pathway on Tekapo Waterfront	McKenzie, Scott	Tekapo Community Board 3/02/2020	17/02/2020		
5.4		Haar, Bernie				
TKCB/2020/177 , TKCB/2020/178						
COMMITTEE RESOLUTION TKCB/2020/177						
Moved: Member Sharron Binns						
Seconded: Chair Steve Howes						
1. That the report be received.						
CARRIED						
COMMITTEE RESOLUTION TKCB/2020/178						
Moved: Member Sharron Binns						
Seconded: Chair Steve Howes						
2. That the Tekapo Community Board recommends to Council the proposed shared pathway on the Tekapo waterfront go ahead as presented to the community board at its meeting on February 3, 2020.						
CARRIED						
<i>7 Apr 2020 - 10:55 a.m. - Arlene Goss</i>						
Resolution Rescinded on March 11.						
<i>7 Apr 2020 - 10:56 a.m. - Arlene Goss</i>						
COMMITTEE RESOLUTION TKCB/2020/179						
Moved: Sharron Binns						
Seconded: Chris Scrase						
That the Tekapo Community Board consults with the community over the next two weeks and notifies the roading manager of its recommendation to Council, then ratifies that recommendation at the next community board meeting.						
CARRIED						

Overdue	Division: Committee: Officer:	Tekapo Community Board	Date From: Date To:	1/10/2019 26/05/2020
Action Sheets Report			Printed: Tuesday, 26 May 2020 1:31:15 PM	

7 Apr 2020 - 10:56 a.m. - Arlene Goss

Action reassigned to McKenzie, Scott by: Goss, Arlene for the reason: Action Uploaded.

14 Apr 2020 - 12:14 p.m. - Arlene Goss

Update from Scott: Council have made decision on the matter and have agreed to complete the Lakeside Drive Section and have listened to the community and have decline the Pioneer Drive pathway. Provisioning of contractor to complete works will occur after Covid 19 lock down and reduction of status levels that allows works to be completed.

Close this action.

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
Report	Tekapo Lakefront Playground Safety Improvements	Borrell, Charlotte	Tekapo Community Board 3/02/2020	17/02/2020		
5.5		Grant, Stuart				
	TKCB/2020/179 , TKCB/2020/180					
COMMITTEE RESOLUTION TKCB/2020/179						
Moved: Member Caroll Simcox						
Seconded: Member Sharron Binns						
1. That the report be received.						
CARRIED						
COMMITTEE RESOLUTION TKCB/2020/180						
Moved: Member Sharron Binns						
Seconded: Member Caroll Simcox						
2. That the Tekapo Community Board approve the use of Tekapo Township Project funds for the construction of the following items to ensure the playground complies with NZ soft fall safety standards, and to improve general safety and aesthetics:						
(a) Flying fox – erect a railway sleeper edging to retain pea gravel to ensure soft fall remains at the required 300mm depth \$8,500 + GST (estimate).						

Overdue	Division: Committee: Officer:	Tekapo Community Board	Date From: Date To:	1/10/2019 26/05/2020
Action Sheets Report			Printed: Tuesday, 26 May 2020 1:31:15 PM	

- (b) Playground - erect a railway sleeper edging to retain pea gravel to ensure soft fall remains at the required 300mm depth \$8,500 + GST (estimate).
- (c) Flying fox – Erect a timber barrier (to match existing) behind and on the lake edge of the flying fox platform \$1,500 + GST (estimate).
- (d) Slide – Build 1m railway sleeper steps, with shingle in each step, up the both sides of the slide \$6,000 + GST (estimate).
- (e) Slide – Erect a 1m high fence on the south side of the slide to promote access to the new stairs and prevent access up the steep side of the hill (to the left of the slide) \$2000 + GST (estimate).

CARRIED

8 Apr 2020 - 9:33 a.m. - Arlene Goss

Charlotte Borrell: Project Complete, Remove from List.

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
Report	Tekapo Lakefront Playground - Boardwalks and Shade Sails	Borrell, Charlotte	Tekapo Community Board 11/03/2020	25/03/2020		
5.6		Grant, Stuart				
	TKCB/2020/180					
COMMITTEE RESOLUTION TKCB/2020/180						
Moved: Chairperson Steve Howes						
Seconded: Sharron Binns						
That the Tekapo Community Board approves the following work to be constructed at the Domain Playground, from Tekapo Township Project funds, to improve access, safety and aesthetics:						
Boardwalk						
(a) Over swale beside Four Square carpark - 4.0m long x 1.6m wide and 700mm high, with 1.0m concrete apron at each end:						
Deck built with railway sleepers \$3,800 + GST (estimate)						
(b) Over wet area adjacent to main playground - 18m long x 1.6m wide and 700mm high:						

Overdue	Division: Committee: Officer:	Tekapo Community Board	Date From: Date To:	1/10/2019 26/05/2020
Action Sheets Report			Printed: Tuesday, 26 May 2020 1:31:15 PM	

Deck built with railway sleepers \$12,500 + GST (estimate)

Sun shade picnic table covers

(c) Double table cover 6.1m long x 5.0m wide and 3.0m high

Built with macrocarpa posts and beams, \$14,500 + GST (estimate).

CARRIED

7 Apr 2020 - 12:30 p.m. - Arlene Goss

New Action for Playground Area – Add a drinking fountain to this area.

8 Apr 2020 - 9:34 a.m. - Arlene Goss

Charlotte Borrell: Project Complete, Remove from List.

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
Report	Barbara Hay Reserve - Landscape Design Plans	Borrell, Charlotte	Tekapo Community Board 11/03/2020	25/03/2020		
5.7	TKCB/2020/181	Grant, Stuart				
COMMITTEE RESOLUTION TKCB/2020/181						
Moved: Chris Scrase						
Seconded: Sharron Binns						
That the Tekapo Community Board receives the report and moves ahead with Option 1 (the current design) after seeing pricing for the project.						
CARRIED						
8 Apr 2020 - 9:32 a.m. - Arlene Goss						
Charlotte Borrell: Delayed by Covid19 shutdown.						

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
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Overdue	Division: Committee: Officer:	Tekapo Community Board	Date From: Date To:	1/10/2019 26/05/2020
Action Sheets Report			Printed: Tuesday, 26 May 2020 1:31:15 PM	

Tekapo Western Carpark	McKenzie, Scott Haar, Bernie	21/04/2020
<p>7 Apr 2020 - 11:26 a.m. - Arlene Goss Western Carpark: Supposed to start mid-January. Charlotte Borrell will check on progress and email the community board. The community board queried the Intercity buses now parking outside of Dark Sky Project. Is this a new (permanent) arrangement?</p> <p>7 Apr 2020 - 12:26 p.m. - Arlene Goss Being re-marked. Tour buses are being directed to down by the bridge. Bus sign needs to be removed. Opportunity for signage on the road after marking is finished.</p> <p>14 Apr 2020 - 12:14 p.m. - Arlene Goss Update from Scott: This is an informal arrangement that appears to have been arranged with Dark Sky Project. Have tried to contact managers to discuss with no success to date. May become bus park in future once discussion has occurred but at this stage it isn't permanent.</p>		

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	Tekapo Village Walkway	McKenzie, Scott Haar, Bernie		21/04/2020		
<p>7 Apr 2020 - 11:27 a.m. - Arlene Goss Village Walkway: Mark yellow hatching lines for a walkway through the village, as per church. The board has requested an update on this work.</p> <p>14 Apr 2020 - 12:15 p.m. - Arlene Goss Update from Scott: Since this was proposed there is now a footpath through the majority of the town, connecting the supermarket to the rest of the town. Is this still required? As would be non-standard markings any area where there isn't a footpath along the front of the buildings along Rapuwai frontage isn't own by council as a general rule. Close if no further action</p>						

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	Tekapo Community Hall	Borrell, Charlotte		21/04/2020		

Overdue	Division: Committee: Officer:	Tekapo Community Board	Date From: Date To:	1/10/2019 26/05/2020
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Grant, Stuart

7 Apr 2020 - 11:28 a.m. - Arlene Goss

Seeking a price for a pull-down screen. Equipping of the kitchen is on the list to be addressed. Also a plan to replace blinds in the hall.

7 Apr 2020 - 11:29 a.m. - Arlene Goss

Use of the community hall for community development officer: Discussion was held on whether the Tekapo Hall would be a good location for a community development officer to be located. The board agreed to hold meeting with the community development officer to better understand her need.

7 Apr 2020 - 12:26 p.m. - Arlene Goss

Price for pull-down screen is about \$500. Bring back to next meeting. Screen is considered a priority for the hall.

8 Apr 2020 - 9:32 a.m. - Arlene Goss

Charlotte Borrell: Delayed by Covid19 shutdown.

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	Tekapo Bus Shelter	McKenzie, Scott Haar, Bernie		21/04/2020		
	<p>7 Apr 2020 - 11:29 a.m. - Arlene Goss</p> <p>Resolution "That the Tekapo Community Board request that Council support the erection of a temporary bus shelter in Tekapo to shelter approximately 20 people." Mr McKenzie is investigating design options.</p> <p>14 Apr 2020 - 12:16 p.m. - Arlene Goss</p> <p>Update from Scott: Have put together a draft scope to release for a design build contract to construct these two shelters.</p>					

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	Tekapo Walkway from Simpson Lane to Main Carpark:	McKenzie, Scott Haar, Bernie		21/04/2020		

Overdue	Division: Committee: Officer:	Tekapo Community Board	Date From: Date To:	1/10/2019 26/05/2020
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7 Apr 2020 - 11:31 a.m. - Arlene Goss

Permanent Walkway from Simpson Lane to Main Carpark: Site has been investigated. There are issues with land subsidence, and some of the relevant land being owned by Four Square. The community board suggested talking to Four Square and see if they would be favourable to part of the walkway being on their land on the north side of the supermarket. Request to organise a community board walkthrough of the area. Mr McKenzie

7 Apr 2020 - 11:31 a.m. - Arlene Goss

Action reassigned to McKenzie, Scott by: Goss, Arlene for the reason: Action Uploaded.

14 Apr 2020 - 12:17 p.m. - Arlene Goss

Update from Scott: Walk over to be organised with community board and Charlotte after lock down and once an appropriate status level to undertake.

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	Tekapo Reserve on D'Archiac Drive:	Borrell, Charlotte Grant, Stuart		21/04/2020		
7 Apr 2020 - 11:33 a.m. - Arlene Goss						
Concept plan to come to the April meeting.						
7 Apr 2020 - 12:25 p.m. - Arlene Goss						
Student Elijah suggested Maukatua Reserve, which is the Maori name for Mount Sefton which can be seen from the reserve.						
Student Xavier suggested Atua Rangi Reserve, meaning God's Sky, reflecting the Dark Sky Reserve in the district.						
The community board thanked the school for the suggested names and asked council staff to consult with Runanga on the appropriateness of the suggested names, with a decision to be made at the next meeting.						
8 Apr 2020 - 9:33 a.m. - Arlene Goss						
Charlotte Borrell: Delayed by Covid19 shutdown.						

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	Tekapo Walking Trails	Borrell, Charlotte Grant, Stuart		21/04/2020		

Overdue	Division: Committee: Officer:	Tekapo Community Board	Date From: Date To:	1/10/2019 26/05/2020
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7 Apr 2020 - 12:27 p.m. - Arlene Goss

George Scott walkway – Charlotte Borrell to meet with TJ from Tekapo Trails to discuss trails around Tekapo.

8 Apr 2020 - 9:33 a.m. - Arlene Goss

Charlotte Borrell: Delayed by Covid19 shutdown.

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	Tekapo NZTA Requests	McKenzie, Scott Haar, Bernie		21/04/2020		
7 Apr 2020 - 12:28 p.m. - Arlene Goss						
60km speed limit – More information has gone back to NZTA. Waiting for them to move forward. They have asked for more pedestrian crossings. Another four throughout the town have been suggested.						
7 Apr 2020 - 12:29 p.m. - Arlene Goss						
Cowan Hill walkway – This land is owned by Ecan and DoC or is state highway road reserve. Council has very little influence on this area. Scott McKenzie can raise with NZTA extending the gravel walkway down the road reserve.						
7 Apr 2020 - 12:29 p.m. - Arlene Goss						
Action reassigned to McKenzie, Scott by: Goss, Arlene for the reason: Action uploaded						
14 Apr 2020 - 12:17 p.m. - Arlene Goss						

Overdue	Division: Committee: Officer:	Tekapo Community Board	Date From: Date To:	1/10/2019 26/05/2020
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Update from Scott: Working with NZTA around further crossing points through the town in discussions with Carol and NZTA reps. Have made suggestions awaiting a response. on Tekapo speed limits as interlinked

Park action

8 Apr 2020 Scott McKenzie

Have raised the issue of the Cowans Hill walkway extension and await a reply.

Park action

Type	Subject	Officer/Director	Meeting	Est. Compl.	Emailed	Completed
	Tekapo Rubbish	Borrell, Charlotte Grant, Stuart		21/04/2020		
<p>7 Apr 2020 - 12:32 p.m. - Arlene Goss Rubbish near skip at YHA building – Concerns have been raised about rubbish being dumped next to this skip. Screening around the skip might stop this. Charlotte Borrell said she was planning to trial rubbish bin options in that location. She will also contact the YHA about screening their skip.</p> <p>8 Apr 2020 - 9:33 a.m. - Arlene Goss Charlotte Borrell: Delayed by Covid19 shutdown.</p>						

5.5 GENERAL BUSINESS AND UPDATE FROM COUNCILLOR REPRESENTATIVE**File Reference:****Author:** Arlene Goss, Governance Advisor**Authoriser:****Attachments:** Nil**STAFF RECOMMENDATIONS**

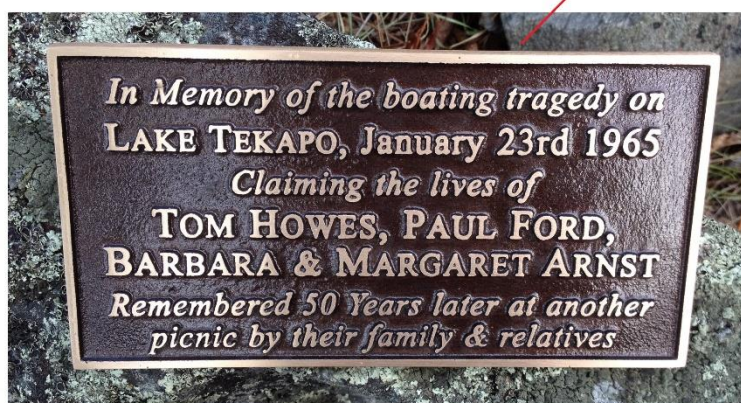
That the information be noted.

GENERAL BUSINESS:

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

1. Gavin Marriott from Fairlie has asked for permission to put up a memorial plaque:

Greetings, again our Howes family are awaiting approval to put our plaque up somewhere. The attached photo I consider to be the best option. We await approval. We would task a Timaru stone mason to do the installation - unless there is someone in Tekapo. from Gavin Marriott JP.



2. AP20 at the ends of new boardwalks - Lake Tekapo Playground. TKCB would like to explore whether these approaches can be finished/improved.
3. Constable Brad Morton will be talking to the matter of need for CCTV / cameras.

I will invite Brad to speak in public forum, however please add this to general business in case any call for a report or decision is needed.

4. 5G Network Roll-out - Members of the public share health concerns.

There may be discussion on this agenda item during public forum however lets add to general business.