



## **FAIRLIE COMMUNITY BOARD**

### **Membership:**

Owen Hunter (Chairman)  
Les Blacklock  
Trish Willis  
Warren Barker  
Cr Noel Jackson

*Notice is given of the Meeting of the Fairlie Community Board to be held on Monday October 12, 2015, at 5pm.*

**VENUE:** Council Chambers, Fairlie.

**BUSINESS:** As per agenda attached

WAYNE BARNETT  
CHIEF EXECUTIVE OFFICER



## **FAIRLIE COMMUNITY BOARD**

Agenda for Monday October 12, 2015

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### **APOLOGIES**

### **DECLARATIONS OF INTEREST**

### **MINUTES:**

Confirm and adopt as the correct record the minutes of the meeting held on Monday, August 31, 2015.

### **MATTERS UNDER ACTION**

### **REPORTS:**

1. Financial Report to June, 2015 (attached).
2. Fairlie Community Facilities Update (attached).
3. Ward member's report (verbal).
4. Reports from members who represent the board on other committees (verbal).

### **GENERAL BUSINESS**

**MACKENZIE DISTRICT COUNCIL  
MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD  
HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON MONDAY  
AUGUST 31, 2015, AT 5.06PM**

**PRESENT:**

Owen Hunter (Chairman)  
Les Blacklock  
Trish Willis  
Cr Noel Jackson

**IN ATTENDANCE:**

Wayne Barnett (Chief Executive)  
Arlene Goss (Committee Clerk)

**APOLOGIES:**

Resolved that an apology be received from community board member Warren Barker and Community Facilities Manager Garth Nixon.

**Les Blacklock/Noel Jackson**

**DECLARATIONS OF INTEREST:**

There were no declarations of interest.

**MINUTES:**

Resolved that the minutes of the meeting of the Fairlie Community Board held on July 20, 2015, including such parts held in public excluded, be confirmed and adopted as the correct record.

**Trish Willis/Les Blacklock**

**FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION**

1. **Fairlie Western Catchments Project:** This is complete. Remove from list.
2. **Allandale Bridge – Walkway:** NZTA have been approached, with no feedback received to date.
3. **Green Sign and Power Pole in front of Old Library Building:** Awaiting feedback from NZTA.

4. **Raised ground on the north side of the bridge heading to Tekapo:** Now being planted.

5. **Community Centre Courtyard Upgrade:** Complete. Remove from list.

6. **Paintball Ground Lease:** Garth Nixon to report at the next meeting.

**7. Town Projects:**

- River Track - Lions Club are working on this track when the weather improves.
- Allandale Rd State Highway Entranceway. – underway. Remove from list.
- Mount Cook Rd State Highway Entranceway. – underway. Remove from list.
- Timaru State Highway Entranceway. – Would like to improve signage and seats at McLeans Park. Garth Nixon to update the community board on this.
- Fairlie Village Hub – Improve Street Keeping and Maintenance. – completed, remove from list.
- Painting of Town Furniture. – completed, remove from list.
- Community Centre maintenance and improvements. – the roof is being repaired.
- Survey of Residents on Community Centre Use – the results of this survey are with Amy Lamb. Recommendations will come back to the community board.

8. **Restaurant seating on footpath:** completed, remove from list.

9. **Improvements to Signage at the entrance to town:** completed, remove from list.

10. **Relocation of community noticeboard:** completed, remove from list.

11. **Land for Expansion of Township:** completed, remove from list.

12. **Town clock is an hour out;** the chairman will fix this.

13. **Monthly report to keep track of projects money.** This is required at the next meeting.

**REPORTS:**

**FAIRLIE COMMUNITY BOARD FINANCIAL ACTIVITY REPORT TO JUNE 2015:**

The chief executive spoke on the financial report. The financial contributions budget shows no financial contributions have been received from new developments. The budget was set on what was received the previous year, but is difficult to predict.

Fairlie Domain budget shows campground income has not been received this year.

Unfavourable administration expenses are mainly due to insurance costs.

Community Centre operations and maintenance year to date expenditure is unfavourable - this is for the courtyard upgrade but does not account for extra money due to come from council to help pay for this upgrade. Capital expenditure is for equipment at the community centre and roof repair.

Under donations and grants it shows as none this year but this will be updated with some grants still to be paid.

The chairman said it would be nice to have a separate cost centre for projects. The chief executive will action this.

Trish Willis asked who will manage the Fairlie swimming pool this year. Garth Nixon to follow up.

Resolved that the report be received.

**Les Blacklock/Noel Jackson**

#### **WARD MEMBERS REPORT:**

Cr Jackson said the Mackenzie Long Term Plan is now complete and there was nothing else major to report from Council. The Prime Minister was in Oamaru recently to announce more funding for Alps2Ocean.

#### **REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:**

There were no reports from members.

#### **GENERAL BUSINESS:**

1. Electric Vehicle Charging – An email was received from Martin Kane requesting a public charger in Fairlie. This email is attached to the agenda. The community board declined the request as they consider the alternative power supply at the campground to be sufficient. The chairman will reply to Mr Kane.
2. Mural on Public Toilets – Discussion was held on whether a mural would be suitable to be painted on the public toilets. The chairman does not believe the wall is big enough for a mural.
3. Wild Flowers Allandale Entrance – 1000sq.mtrs Bee Friendly Planting – This is regarding an approach from an organisation willing to pay for half the planting. The community board agreed this could be progressed further by Garth Nixon.

4. Hanging Baskets for the 150 year celebrations. – Trish Willis suggested placing hanging baskets on the verandas on the main road. This idea is also on the agenda of the 150 Year Committee and the community board may receive an application for funding at a later date.

The chairman suggested the community board hold a workshop to discuss general business items 5,6 and 7 below. Les Blacklock is away until early November so the workshop will be postponed until he is available after that date.

5. CB Plan for the Northern entranceway area that includes Camping Ground/Bridge/River Track/Lanes and road marking to Grey Street.
6. Fairlie Township roading plan including major SH intersections and identification of improvements needed in the future.
7. CB workshop re 5-10 year beautification and development projects by priority going forward.
8. Health inspection of a Fairlie food outlet requested to Timaru District Council.- Chief executive to follow this up with Planning and Regulation Manager Nathan Hole.
9. Update on Community Board Asset Database previously requested - 5-10 year maintenance plans required for township assets. To be actioned by Garth Nixon.

The chairman also asked for an update on the Fairlie campground. The chief executive said registrations of interest have been advertised and close on September 4. Following this a package will be sent to all parties who have registered interest. In the interim a temporary staff member is running the motor camp. The community board would like to see a vision to take the camp forward.

The chief executive offered to circulate to the community board an update on the process for selecting new campground tenant. A question was asked whether the community board would have sign-off on the tenant. The chief executive will respond on this process.

Cr Jackson asked about timber being cut at Nixon's Road and being left on the side of the road. The chief executive will follow this up with Garth Nixon.

**THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON  
DECLARED THE MEETING CLOSED AT 5.45PM**

**CHAIRMAN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION

1. **Allandale Bridge Walkway:** NZTA have been approached with no feedback received to date.
2. **Green Sign and Power Pole in front of Old Library Building:** Awaiting feedback from NZTA.
3. **Raised ground on the north side of the bridge heading to Tekapo:** Now planted.
4. **Town Projects:**  
River Track - Lions Club have initiated work.  
Community Centre maintenance and improvements.
5. **Survey of Residents on Community Centre Use** – the results of this survey are with Amy Lamb. Recommendations will come back to the community board.
6. **Town Clock is an Hour Out:** the chairman will fix this.
7. **Keeping Track of Projects Money:** The chairman requested a separate cost centre for projects. The chief executive will action this.
8. **Wild Flowers Bee Friendly Planting Allandale Entrance:** Seed has been sown.
9. **Community Board Future Development and Town Projects Workshop:**  
Les Blacklock is away until early November so the workshop will be postponed until he is available after that date.
10. **Community Board Asset Database:** 5-10 year maintenance plans required for township assets. To be actioned by Garth Nixon.
11. **Fairlie Campground:** Update to be provided at the next meeting.  
The chief executive offered to circulate to the community board an update on the process for selecting new campground tenant. A question was asked whether the community board would have sign-off on the tenant. The chief executive will respond on this process.

## MACKENZIE DISTRICT COUNCIL

**REPORT TO:** FAIRLIE COMMUNITY BOARD  
**SUBJECT:** FINANCIAL REPORT – AUGUST 2015  
**MEETING DATE:** 12 OCTOBER 2015  
**REF:** FIN 1/2/3  
**FROM:** MANAGER – FINANCE AND ADMINISTRATION  
**ENDORSED BY:** CHIEF EXECUTIVE OFFICER

### **PURPOSE OF REPORT:**

Attached is the financial report for the community board for the period to 31 August, 2015, the purpose of which is to update board members on the financial performance of the Fairlie Community as a whole for that period.

Commentary will be provided for any significant variances.

### **STAFF RECOMMENDATIONS:**

1. That the report be received.

**PAUL MORRIS**  
**MANAGER – FINANCE & ADMINISTRATION**

**WAYNE BARNETT**  
**CHIEF EXECUTIVE OFFICER**



Mackenzie District Council  
 Fairlie Community Board  
 Activity Statement  
 For the period ended August 2015

	LYTD Actual 2014	YTD Actual August 2015	YTD Budget August 2015	Variance	Full Year Budget 30/06/2016
<b>Income</b>					
Targeted Rates	1,274	1,250	1,250	-	7,500
<b>Total Income</b>	<b>1,274</b>	<b>1,250</b>	<b>1,250</b>	-	<b>7,500</b>
<b>Expenses</b>					
Members Expenses	1,269	1,488	1,250	238	7,500
<b>Total Expenses</b>	<b>1,269</b>	<b>1,488</b>	<b>1,250</b>	<b>238</b>	<b>7,500</b>
<b>Total Council - General Fairlie</b>	<b>5</b>	<b>238</b>	<b>-</b>	<b>238</b>	<b>15,000</b>

Mackenzie District Council  
 Fairlie Community Board  
 Activity Statement  
 For the period ended August 2015

	LYTD Actual 2014	YTD Actual August 2015	YTD Budget August 2015	Variance	Full Year Budget 30/06/2016
<b>Fairlie Domain</b>					
<b>Fairlie Community Board</b>					
<b>Income</b>					
Targeted Rates	42	248	248	-	1,488
Other Income	-	8,085	2,332	5,753	14,000
<b>Total Income</b>	<b>42</b>	<b>8,333</b>	<b>2,580</b>	<b>5,753</b>	<b>15,488</b>
<b>Expenses</b>					
Employment Expenses	-	-	4,303	4,303	4,303
Administration Expenses	293	-	704	704	4,224
Operational and Maintenance	553	2,924	2,172	-	11,560
Depreciation	1,042	2,132	2,132	-	12,792
<b>Total Expenses</b>	<b>1,887</b>	<b>5,056</b>	<b>9,311</b>	<b>4,255</b>	<b>32,879</b>
<b>Total Fairlie Domain</b>	<b>-</b>	<b>3,277</b>	<b>6,731</b>	<b>10,008</b>	<b>-</b>

Mackenzie District Council  
 Fairlie Community Board  
 Activity Statement  
 For the period ended August 2015

	LYTD Actual 2014	YTD Actual August 2015	YTD Budget August 2015	Variance	Full Year Budget 30/06/2016
<b>Fairlie Investment Income</b>					
<b>Fairlie Community Board</b>					
Income					
Targeted Rates	266	266	266	-	1,600
<b>Total Income</b>	<b>266</b>	<b>266</b>	<b>266</b>	<b>-</b>	<b>1,600</b>
<b>Total Fairlie Investment Income</b>	<b>266</b>	<b>266</b>	<b>266</b>	<b>-</b>	<b>1,600</b>

Mackenzie District Council  
 Fairlie Community Board  
 Activity Statement  
 For the period ended August 2015

	LYTD Actual 2014	YTD Actual August 2015	YTD Budget August 2015	Variance	Full Year Budget 30/06/2016
<b>Investment</b>					
<b>Fairlie Community Board</b>					
<b>Income</b>					
Other Income	-	266	266	-	1,600
Internal Income	-	266	266	-	1,600
<b>Total Income</b>	-	-	-	-	-
<b>Total Investment</b>	-	-	-	-	-

Mackenzie District Council  
 Fairlie Community Board  
 Activity Statement  
 For the period ended August 2015

	LYTD Actual 2014	YTD Actual August 2015	YTD Budget August 2015	Variance	Full Year Budget 30/06/2016
<b>Mackenzie Community Centre</b>					
<b>Fairlie Community Board</b>					
<b>Income</b>					
Targeted Rates	4,424	14,197	14,197	-	54,652
Other Income	3,562	2,494	2,750	256	16,500
Internal Interest Income	81	-	70	70	416
<b>Total Income</b>	<b>8,067</b>	<b>16,691</b>	<b>17,017</b>	<b>326</b>	<b>71,568</b>
<b>Expenses</b>					
Employment Expenses	227	764	1,420	656	7,294
Administration Expenses	1,279	344	1,192	848	7,153
Operational and Maintenance Depreciation	3,942	2,636	5,436	2,801	32,602
	4,802	6,222	6,222	-	37,316
<b>Total Expenses</b>	<b>10,250</b>	<b>9,966</b>	<b>14,270</b>	<b>4,304</b>	<b>84,365</b>
<b>Total Mackenzie Community Centre</b>	<b>-</b>	<b>6,726</b>	<b>2,747</b>	<b>3,979</b>	<b>-</b>

Mackenzie District Council  
 Fairlie Community Board  
 Activity Statement  
 For the period ended August 2015

	LYTD Actual 2014	YTD Actual August 2015	YTD Budget August 2015	Variance	Full Year Budget 30/06/2016
<b>Strathconan Park</b>					
<b>Fairlie Community Board</b>					
<b>Income</b>					
Targeted Rates	1,066	1,066	1,066	-	6,400
<b>Total Income</b>	<b>1,066</b>	<b>1,066</b>	<b>1,066</b>	-	<b>6,400</b>
<b>Expenses</b>					
Administration Expenses	-	-	900	900	5,400
Operational and Maintenance	-	1,018	166	852	1,000
<b>Total Expenses</b>	<b>-</b>	<b>1,018</b>	<b>1,066</b>	<b>48</b>	<b>6,400</b>
<b>Total Strathconan Park</b>	<b>1,066</b>	<b>48</b>	<b>-</b>	<b>48</b>	<b>-</b>

Mackenzie District Council  
 Fairlie Community Board  
 Activity Statement  
 For the period ended August 2015

	LYTD Actual 2014	YTD Actual August 2015	YTD Budget August 2015	Variance	Full Year Budget 30/06/2016
<b>Strathconan Swimming Pool</b>					
<b>Fairlie Community Board</b>					
<b>Income</b>					
Targeted Rates	7,254	15,766	15,766	-	62,087
Other Income	-	-	-	-	25,500
<b>Total Income</b>	<b>7,254</b>	<b>15,766</b>	<b>15,766</b>	<b>-</b>	<b>87,587</b>
<b>Expenses</b>					
Employment Expenses	12	29	23,191	23,162	47,691
Administration Expenses	1,128	109	516	407	5,700
Operational and Maintenance	-	120	8,030	7,910	23,530
Internal interest Expense	160	-	90	90	541
Depreciation	1,732	1,450	1,450	-	8,697
<b>Total Expenses</b>	<b>3,023</b>	<b>1,708</b>	<b>33,277</b>	<b>31,569</b>	<b>86,159</b>
<b>Total Strathconan Swimming Pool</b>	<b>4,231</b>	<b>14,058</b>	<b>17,511</b>	<b>31,569</b>	<b>1,428</b>

Mackenzie District Council  
 Fairlie Community Board  
 Activity Statement  
 For the period ended August 2015

	LYTD Actual 2014	YTD Actual August 2015	YTD Budget August 2015	Variance	Full Year Budget 30/06/2016
<b>Fairlie Township</b>					
<b>Fairlie Community Board</b>					
<b>Income</b>					
Targeted Rates	29,224	26,704	26,704	-	160,218
Other Income	-	-	116	116	700
Internal Interest Income	80	-	42	42	256
<b>Total Income</b>	<b>29,304</b>	<b>26,704</b>	<b>26,862</b>	<b>158</b>	<b>161,174</b>
<b>Expenses</b>					
Administration Expenses	104	11,400	3,163	8,237	17,725
Operational and Maintenance	14,175	41,191	39,148	2,043	156,148
Internal interest Expense	-	-	954	954	-
Depreciation	1,402	1,042	1,042	-	6,243
<b>Total Expenses</b>	<b>15,682</b>	<b>53,633</b>	<b>42,399</b>	<b>11,234</b>	<b>179,162</b>
<b>Total Fairlie Township</b>	<b>13,622</b>	<b>26,929</b>	<b>15,537</b>	<b>11,392</b>	<b>17,988</b>



Mackenzie District Council  
 Fairlie Township Expenses  
 For the period ended August 2015

	LYTD August 2014	YTD Actual August 2015	YTD Budget August 2015		Full Year Budget 30/06/16
<b>Fairlie Township</b>					
<b>Fairlie Community Board</b>					
<b>Expenses</b>					
<b>Administration Expenses</b>					
0524455. Advertising	104	-	42	42	250
0524485. Donations & Grants	-	11,400	2,500	8,900	15,000
0524615. Rates	-	-	370	370	2,224
0524618. Water Meter Remissions	-	-	251	251	251
<b>Total Administration Expenses</b>	<b>104</b>	<b>11,400</b>	<b>3,163</b>	<b>8,237</b>	<b>17,725</b>

Mackenzie District Council  
 Fairlie Township Expenses  
 For the period ended August 2015

August

	LYTD August 2014	YTD Actual August 2015	YTD Budget August 2015		Full Year Budget 30/06/16
<b>Operational and Maintenance</b>					
0525001. Materials Purchased	-	-	34	34	200
0525020. Gardening	4,142	4,062	3,834	228	23,000
0525021. Contractors	417	417	416	1	2,500
0525022. Irrigation equip - maintena	127	127	84	43	500
0525025. Lawn Mowing	-	-	8,250	8,250	33,000
0525026. Repairs & Maintenance Plan	-	10,046	1,666	8,380	10,000
0525027. Repairs & Maint Unplanned	711	956	1,666	710	10,000
0525027.1. Repairs & maint - program	-	-	1,542	1,542	1,542
0525029. Tree Maintenance	663	1,826	666	1,160	4,000
0525035. Playground Maintenance	670	267	334	67	2,000
0525042. Litter Bin Collection	2,639	2,440	2,750	310	16,500
0525210. Fairlie Walkway	-	-	1,666	1,666	10,000
0525213. Tree Surgery	-	-	334	334	2,000
0525603. Fairlie Township Projects	4,808	21,051	5,000	16,051	30,000
0525603.1. Fle Twship Prof - C Fwd Bu	-	-	10,906	10,906	10,906
<b>Total Operational and Maintenance</b>	<b>14,175</b>	<b>41,191</b>	<b>39,148</b>	<b>2,043</b>	<b>156,148</b>

## MACKENZIE DISTRICT COUNCIL

**REPORT TO:** FAIRLIE COMMUNITY BOARD  
**SUBJECT:** FAIRLIE COMMUNITY FACILITIES UPDATE  
**MEETING DATE:** 12TH OCTOBER 2015  
**REF:** WAS 3/3  
**FROM:** GARTH NIXON

### **PURPOSE OF REPORT:**

To update the Fairlie Community Board on Community Facilities projects and other matters

### **STAFF RECOMMENDATIONS:**

1. That the report be received.

**Garth Nixon**  
**Community Facilities Manager**

**Projects Budget**

Total Budget available \$ 40,600

2014/15 Carry over to Reserve \$ 21,000

Total funds available \$ 61,600

Expenditure to date **\$ 21,050**

Made up of .....

Entrance Plantings \$ 2,585.00

New Entrance Signs \$ 12,785.00

Fencing contribution \$ 1,180.00

Traffic Management Plan \$ 4,500.00

**OTHER WORKS**

Budget

Planting wild flowers on Entrance Berm \$ 400.00

Planting in front of Dobsons \$ 2,500.00

**Strathconan Swimming Pool**

The former supervisor relinquished her role at the end of last season as she stated that she could no longer commit to the hours require to fulfill the job requirements.

As such I have appointed Sandra Heslip as pool supervisor to fill the role. Sandra's main focus will be on managing the pool water quality, staff rosters and safety standards. The pool will be predominantly staffed by lifeguards.

I have withdrawn council from the Learn to Swim programme and I have been working with the Fairlie Resource Centre who are keen to take over this programme.

My rationale behind this is that Learn to Swim is a good thing and there are likely to be external sources of funding to support this and make it available to community organisations. The Community Board is at risk of advertising a service and not necessarily being able to provide it through lack of appropriately trained instructors. The other risk is that the administration time needed to co-ordinate these programmes can eat into the cost recovery of the pool. By building capability in the community we are helping to secure the future of the programme.

The pool has been painted again this year and is programmed to be up and running for the 1<sup>st</sup> of November, which will be a free swim day.

### Fairlie Walkway

The Fairlie Lions, in conjunction with Environment Canterbury, have undertaken some significant work on the walkway between the camping ground and Talbot Street.

Work has included opening up the walkway to vehicle width, removing dangerous trees and the installation of culverts replacing some bridges. Since the initial work, the track has been harrowed and sown down. The finished result will be similar to the upstream track and will allow easy access for maintenance – mowing, tree work and spraying.