



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 3 October, 2016 at 5pm.

VENUE: Council Chambers, Fairlie.

BUSINESS: As per agenda attached

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER



FAIRLIE COMMUNITY BOARD

Agenda for Monday 3 October, 2016 at 5pm

WELCOME

APOLOGIES

DECLARATIONS OF INTEREST

MINUTES:

Confirm and adopt as the correct record the minutes of the meeting held on Monday 29 August 2016. **3**

MATTERS UNDER ACTION AND PROJECTS BUDGET **9**

REPORTS:

1. Financial Report to July 2016 (attached) **10**
2. Ward member's report (verbal)
3. Reports from members who represent the board on other committees (verbal)

GENERAL BUSINESS:

1. Riddle Street One Way Trial **26**
2. Fairlie Camping Ground **31**

**MACKENZIE DISTRICT COUNCIL
MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD HELD IN THE
COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 30 AUGUST, 2016, AT 5:03PM**

PRESENT:

Owen Hunter (Chair)
Cr Noel Jackson from 5:19pm
Warren Barker
Les Blacklock
Trish Willis

IN ATTENDANCE:

Garth Nixon, Community Facilities Manager
Keri-Ann Little, Committee Clerk
Anne Munro, Council Candidate
Pauline Jackson, Fairlie Community Board Candidate

OPENING:

The Chair welcomed everyone to the meeting.

APOLOGIES:

Resolved: that an apology be received from Cr Jackson for lateness.

Warren Barker/ Les Blacklock

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Fairlie Community Board held on Tuesday 18 July, 2016 be confirmed and adopted as the correct record.

Les Blacklock/ Warren Barker

FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION AND PROJECTS REPORT:

- 1. Allandale Bridge Walkway:** Mr Nixon suggested resending the letter to NZTA regarding construction of a pedestrian walkway along Allandale Bridge.
- 2. Green Sign and Power Pole in front of Old Library Building:** Mr Nixon reported the sign had been purchased and discussion is continuing regarding placement options.
- 3. Raised ground on the north side of the bridge heading to Tekapo:** Now planted.
- 4. Town Clock:** Mr Nixon reported the Town Clock will now be painted due to the warmer weather.
- 5. Rope Climbing Frame on the Village Green:** Ms Willis reported the Rope Climbing Project had been cancelled. She said this matter can now be removed.
- 6. Fairlie Township Water Consent:** Mr Barnett reported good progress is being made with ECan regarding Fairlie Township Water Consent.

7. **Paintball Ground:** The Fairlie Community Board recommended to Council that the board are able to develop the area for recreational use and that the back section be fenced allowing for leasing.
8. **Lower North Street Sign:** Mr Barnett reported a 4WD only sign had been ordered.
9. **Princess Street Edging:**
Mr Nixon reported he is currently reviewing with Whitestone's.

The Chair noted his delight the Riddle Street one way trial was in place and progressing well. Ms Willis added that Mr Leiber from the Fairlie Bakehouse had expressed his concerns to her regarding speed of traffic. She said Mr Leiber is meeting with Council to discuss his concerns. She noted Mr Leiber asked if a Fairlie Community Board representative could attend.

Mr Nixon reported the purchased fridge for the Community Centre had been installed. He noted he had researched the purchase of trolleys and received feedback that the ones available would not fit under the Kitchen benches. He said he will continue to research another option of possible shorter trolleys.

REPORTS:

1. FAIRLIE COMMUNITY BOARD FINANCIAL ACTIVITY REPORT TO MAY 2016:

The Community Facilities Manager provided a financial report for the Community board for the period to June 2016, to update Board members on the financial performance of the Fairlie Community as a whole for that period.

Resolved that the report be received.

Trish Willis/ Les Blacklock

Mr Nixon reported the Fairlie Domain had shown a favourable result. He noted this stems from the Management of the Camping Ground and new lease revenue.

Mr Nixon noted the Fairlie Township account donations and grants are \$1,000 over spent, he noted the Board makes decisions regarding requests. Mr Nixon reported an over spend in gardening of \$3,000, which he contributed to new plantings on Allandale Road and tree maintenance.

Mr Nixon will print out a fuller description of the gardening spend for the Board's information.

2. WARD MEMBERS REPORT:

Cr Jackson reported Council had submitted to the Local Government Amendment Bill and Cr Smith will speak to the submission at a hearing on Thursday 1 September 2016. He said the Bill is of concern to the Mackenzie District and may result in big implications for the District as a whole.

Cr Jackson added Council Bylaws regarding responsible Camping, noise and nuisance burning had been confirmed by Council.

GENERAL BUSINESS:

1. OLD PAINT BALL SITE:

Mr Nixon referred to the map included with tonight's agenda on page 20. He said he would like feedback from Board members regarding a proposal for use of the vacant section. He suggested tiding the area, with a request to Council to include the front area into the mowing regime. He added filling in the pond and using the area to cater for a picnic stop or a rest area for swimmers using the river was also a possibility.

The Chair asked if Council will still continue planting the front area. Mr Nixon said yes and noted that the plants had been ordered.

Cr Jackson suggested the road be diverted to allow for a parking area or round about area. Mr Nixon replied that that was an option and he was happy to hear feedback. He added that the rear section will be fenced off and left for further leasing options.

Ms Willis asked for a timeframe. Mr Nixon said he will collaborate the works with the plantings outside Dobson's Yard Area.

Resolved that the Fairlie Community Board recommend to Council that the Fairlie Community Board are able to develop the area of the old paint ball site for recreational use and that the back section be fenced allowing for leasing.

Chair/ Cr Jackson

2. COUNCIL COURTYARD GARDENS:

Ms Willis asked for an update regarding the Council Courtyard gardens plantings. Mr Nixon said he had ordered the roses as per the Garden Club request.

Ms Willis said she had some requests from other residents and she will forward these onto Mr Nixon.

3. VILLAGE GARDENS:

Mr Nixon reported all plants had been ordered. He said he had spoken to Mrs Habraken regarding the desired assortments of plants.

Ms Willis said the Community Board had met as a group and discussed ideas, funding and the scope of work required. She said the Board agreed that a dedicated resource to assist Mr Nixon while also gaining proper funding was required. She added there are 19 gardens including the Village gardens that require servicing and the \$26,000 budgeted to Whitestone, which includes mowing, is simply too small a budget.

The Chair suggested a breakdown of the \$26,000 budget be received from Mr Nixon. He said the Board can then assess priorities and allocation of funding.

Ms Willis added that Fairlie is the "Gateway to the Mackenzie", people stop here in Fairlie first and the Board would like the Town to look as good as the rest of the District. She said if Council do not increase the funding and the Town's gardens continue on a small budget this may result in the Town looking shabby in five years' time. Ms Willis said she would like the Board to request 50 percent funding from Council. She added the Board must be proactive so the Town meets the standard set by other Town's in the District. She added the Board requires more funding to complete jobs while working more strategically.

Cr Jackson noted it had been a slow process and the entrances to Town upgrade had taken a long time.

Mr Barnett said in terms of discussion with contractors Council must respect the contract, there are certain processes Council must initiate and the Board must specify the scope of work required. He added the Board had undertaken several discussions during previous meetings regarding the current contract. He suggested if the Board wish to improve the standard of service, the Board need to assess the standard and review the work required and correctly budget for the requirement.

Mr Nixon added he would appreciate more budget to provide a higher standard of service. He did note that Fairlie does suffer from Alpine winters which must be considered when purchasing and distributing plants.

The Chair commented there is many people in the Community that would willingly give their time which may reduce the cost for the Community Board.

Cr Jackson asked if the Garden Club were interested in providing time. Ms Willis said the Garden Club indicated that they would not have the time needed but were keen to see a Town Gardner.

Ms Willis said a basic level of service is required. She added the level the Board would like applied should fit in with what the contractor provides.

4. WATER RESTRICTIONS EXEMPTION FOR VILLAGE GARDENS:

This agenda item requested by Ms Willis. She suggested village gardens are exempted from town water restrictions.

Mr Nixon said discussions with Environment Canterbury regarding water restrictions should address this request.

The Chair said for the wellbeing of the Community possible recreational areas were watered to prevent areas dyeing off. He said the Fairlie Golf Club may had been one of these areas.

Ms Willis expressed her concern regarding recreational areas being watered while Council were not able to water a couple of gardens in the village. She asked for clarification regarding watering restrictions for the Fairlie Golf Club. Mr Barnett said he will follow this request up.

5. FAIRLIE COMMUNITY BOARD DATABASE AND STAFF REPORTING TEMPLATE:

Ms Willis distributed a handout. She said the Board had been frustrated over the years with the lack of progress. She said this will prevent things falling through the gaps and make things easier for the new Community Board. She noted this was is a draft and includes the level of service required for specific areas. She asked if Council could review the table and make any changes or correction. She added this was a good template and good be used by other Community boards.

The Chair thanked Ms Willis stating she had put a lot of her own time into this document and asked members to review the table for discussion at a meeting within two week's time.

6. COUNCIL ASSISTANCE AND HEATING FOR MACKENZIE RESIDENTS:

This agenda item requested by Ms Willis and accompanied by EECA Energy wise funding and support information.

Ms Willis said the Council's outlined help their Community's, Residents repay the cost through rates assisting older people in their homes. She said she would like the Council to carry out investigations to see if this would be possible in the Mackenzie. She added she would like to establish what was involved and if this was something that the Board would consider.

Mr Nixon said there is grants in place to assist and Ms Thomson from the Fairlie Resource Centre had promoted the opportunity for grants, however Mr Nixon noted Ms Thomson was disappointed with the response received from the Community.

Mr Barnett said Council can investigate the structure and report Council's position. He said it is possible that it is the same scheme promoted previously, now promoted through Council's.

PUBLIC EXCLUDED RESOLUTION:

Resolved that the public be excluded from the following part of the proceedings of this meeting namely:

1. School Road Property

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
School Road Property	To protect a person privacy	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: School Road Property *under section 7(2)(b)(i)*;

Trish Willis/ Warren Barker

The Community Board continued in open meeting

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4:05PM
CHAIRMAN: _____
DATE: _____**

FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION:

1. **Allandale Bridge Walkway:** Mr Nixon suggested resending the letter to NZTA regarding construction of a pedestrian walkway along Allandale Bridge.
2. **Green Sign and Power Pole in front of Old Library Building:** Mr Nixon reported the sign had been purchased and discussion is continuing regarding placement options.
3. **Raised ground on the north side of the bridge heading to Tekapo:** Now planted.
4. **Town Clock:** Mr Nixon reported the Town Clock will now be painted due to warmer weather.
5. **Fairlie Township Water Consent:** Mr Barnett reported good progress is being made with ECan regarding Fairlie Township Water consent.
6. **Paintball Ground:** The Fairlie Community board recommended to Council that the board are able to develop the area for recreational use and that the back section be fenced allowing for leasing.
7. **Town Projects:**
Community Centre maintenance and improvements – to be updated.
8. **Community Board Asset Database:** The Board asked Mr Nixon to add Domain Gates to the database and he asked board members to compile a list of projects. Mr Nixon advised that this will be carried out at the next Community Board meeting.
9. **Abley Traffic Report on Regent Street:** The board resolved to place Regent Street improvements on hold until the Transportation Strategy is published.
10. **Request from Fairlie 150 Years Committee for financial support:** Mr Nixon reported a request has been received and will be included in the Council agenda for Council consideration.
11. **Allandale Road Entrance to Town:** Trish Willis asked for this to be re-added to the list of matters under action.
12. **One Way Trial of Riddle Street:** Signs are at Whitestone.
13. **Town Gardner:** Ongoing.
14. **Lower North Street Sign:** Mr Barnett reported a 4WD only sign had been ordered.
15. **Princess Street Edging:**
Mr Nixon reported he is currently reviewing with Whitestone Contracting.
16. **State Highway 8 – Tekapo/Fairlie Entrance:**
Mr Nixon reported work is ongoing.

MACKENZIE DISTRICT COUNCIL

REPORT TO: FAIRLIE COMMUNITY BOARD
SUBJECT: FINANCIAL REPORT - JULY 2016
MEETING DATE: MONDAY 3 OCTOBER 2016
REF: FIN 1/2/3
FROM: CHIEF FINANCIAL OFFICER
ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

Attached is the financial report for the community board for the period to July 2016, 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
CHIEF FINANCIAL OFFICER

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statement
 For the period ended July 2016

	LYTD Actual 2015	YTD Actual July 2016	YTD Budget July 2016	Variance	Full Year Budget 30/06/2016
Council - General Fairlie					
Income					
Targeted Rates	625	637	637	-	7,643
Total Income	625	637	637	-	7,643
Expenses					
Members Expenses	796	748	637	(111)	7,643
Total Expenses	796	748	637	(111)	7,643
Total Council - General Fairlie	(171)	(111)	-	(111)	-

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statement
 For the period ended July 2016

	LYTD Actual 2015	YTD Actual July 2016	YTD Budget July 2016	Variance	Full Year Budget 30/06/2016
Fairlie Domain					
Income					
Targeted Rates	124	(129)	(129)	-	(1,546)
Other Income	2,072	1,333	1,333	-	16,000
Total Income	2,196	1,204	1,204	-	14,454
Expenses					
Administration Expenses	298	219	167	(52)	2,420
Operational and Maintenance	626	227	1,002	775	12,034
Depreciation	1,066	1,127	1,126	(1)	13,523
Total Expenses	1,989	1,573	2,295	722	27,977
Total Fairlie Domain	206	(369)	(1,091)	722	(13,523)

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statement
 For the period ended July 2016

	LYTD Actual 2015	YTD Actual July 2016	YTD Budget July 2016	Variance	Full Year Budget 30/06/2016
Fairlie Investment Income					
Income					
Targeted Rates	(133)	(133)	(133)	-	(1,600)
Other Income	133	133	133	-	1,600
Total Income	-	-	-	-	-
Total Fairlie Investment Income	-	-	-	-	-

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statement
 For the period ended July 2016

	LYTD Actual 2015	YTD Actual July 2016	YTD Budget July 2016	Variance	Full Year Budget 30/06/2016
Fairlie Township					
Income					
Targeted Rates	13,352	13,174	13,168	6	158,083
Other Income	-	-	60	(60)	718
Total Income	13,352	13,174	13,228	(54)	158,801
Expenses					
Administration Expenses	-	26	1,302	1,276	21,825
Operational and Maintenance	28,980	4,724	8,593	3,869	136,976
Depreciation	521	520	520	-	6,242
Total Expenses	29,501	5,270	10,415	5,145	165,043
Total Fairlie Township	(16,150)	7,904	2,813	5,091	(6,242)

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statement
 For the period ended July 2016

	LYTD Actual 2015	YTD Actual July 2016	YTD Budget July 2016	Variance	Full Year Budget 30/06/2016
Mackenzie Community Centre					
Income					
Targeted Rates	4,045	2,829	2,828	1	33,948
Other Income	1,128	2,061	1,333	728	16,000
Internal Interest Income	23	42	71	29	857
Total Income	5,197	4,932	4,232	700	50,805
Expenses					
Employment Expenses	480	279	717	438	8,608
Administration Expenses	713	658	684	26	8,979
Operational and Maintenance	367	1,805	1,215	(590)	14,589
Depreciation	3,111	3,105	3,104	(1)	37,257
Total Expenses	4,670	5,847	5,720	(127)	69,433
Total Mackenzie Community Centre	527	(915)	(1,488)	573	(18,628)

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statement
 For the period ended July 2016

	LYTD Actual 2015	YTD Actual July 2016	YTD Budget July 2016	Variance	Full Year Budget 30/06/2016
Strathconan Park					
Income					
Targeted Rates	533	340	339	1	4,074
Total Income	533	340	339	1	4,074
Expenses					
Administration Expenses	-	-	-	-	3,050
Operational and Maintenance	-	-	85	85	1,024
Total Expenses	-	-	85	85	4,074
Total Strathconan Park	533	340	254	86	-

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statement
 For the period ended July 2016

	LYTD Actual 2015	YTD Actual July 2016	YTD Budget July 2016	Variance	Full Year Budget 30/06/2016
Strathconan Swimming Pool					
Income					
Targeted Rates	4,632	4,602	4,600	2	55,223
Other Income	-	-	-	-	19,500
Total Income	4,632	4,602	4,600	2	74,723
Expenses					
Employment Expenses	29	10	-	(10)	38,355
Administration Expenses	369	310	-	(310)	5,040
Operational and Maintenance	60	1,555	1,864	309	29,188
Internal interest Expense	62	43	28	(15)	332
Depreciation	725	780	780	-	9,359
Total Expenses	1,245	2,699	2,672	(27)	82,274
Total Strathconan Swimming Pool	3,387	1,903	1,928	(25)	(7,551)

MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
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MACKENZIE DISTRICT COUNCIL
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MACKENZIE DISTRICT COUNCIL
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**MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
 Activity Statement
 For the period ended July 2016**

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MACKENZIE DISTRICT COUNCIL
 FAIRLIE COMMUNITY BOARD REPORT
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MACKENZIE DISTRICT COUNCIL
 COMMUNITY BOARD
 Detailed Expenses Report
 For the period ended July 2016

	LYTD July 2015	YTD Actual July 2016	YTD Budget July 2016	Variance	Full Year Budget 30/06/16
Fairlie Township					
Administration Expenses					
0524455. Advertising	-	-	21	21	250
0524485. Donations & Grants	-	-	1,281	1,281	15,375
0524495. Insurance	-	26	-	(26)	-
0524615. Rates	-	-	-	-	6,200
Total Administration Expenses	-	26	1,302	1,276	21,825
Operational and Maintenance					
0525001. Materials Purchased	-	-	17	17	200
0525020. Gardening	2,031	2,031	1,964	(67)	23,575
0525021. Contractors	208	208	213	5	2,563
0525022. Irrigation equip - maintenance	63	63	42	(21)	500
0525025. Lawn Mowing	-	-	-	-	33,825
0525026. Repairs & Maintenance Planned	10,046	-	-	-	-
0525027. Repairs & Maint Unplanned	706	-	854	854	10,250
0525029. Tree Maintenance	1,494	331	508	177	6,100
0525035. Playground Maintenance	133	635	171	(464)	2,050
0525042. Litter Bin Collection	1,220	1,220	1,409	189	16,913
0525210. Fairlie Walkway	-	-	854	854	10,250
0525603. Fairlie Township Projects	13,078	235	2,561	2,326	30,750
Total Operational and Maintenance	28,980	4,724	8,593	3,869	136,976

MACKENZIE DISTRICT COUNCIL

REPORT TO: FAIRLIE COMMUNITY BOARD
FROM: ASSET MANAGER
SUBJECT: RIDDLE STREET ONE WAY TRIAL
MEETING DATE: 3 OCTOBER 2016
REF: PAD 5/1
ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To advise the Fairlie Community Board on the outcome of the current trial of a one way system on Riddle Street and determine a way forward for this system.

STAFF RECOMMENDATIONS:

1. That the report be received.

BERNIE HAAR
ASSET MANAGER

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

BACKGROUND:

The trial of a one way system on Riddle Street has been underway since Monday, 8 August 2016.

We have recently spoken with affected business owners in Riddle Street to gain an understanding of how they feel the new one way system is working. The feedback received was positive.

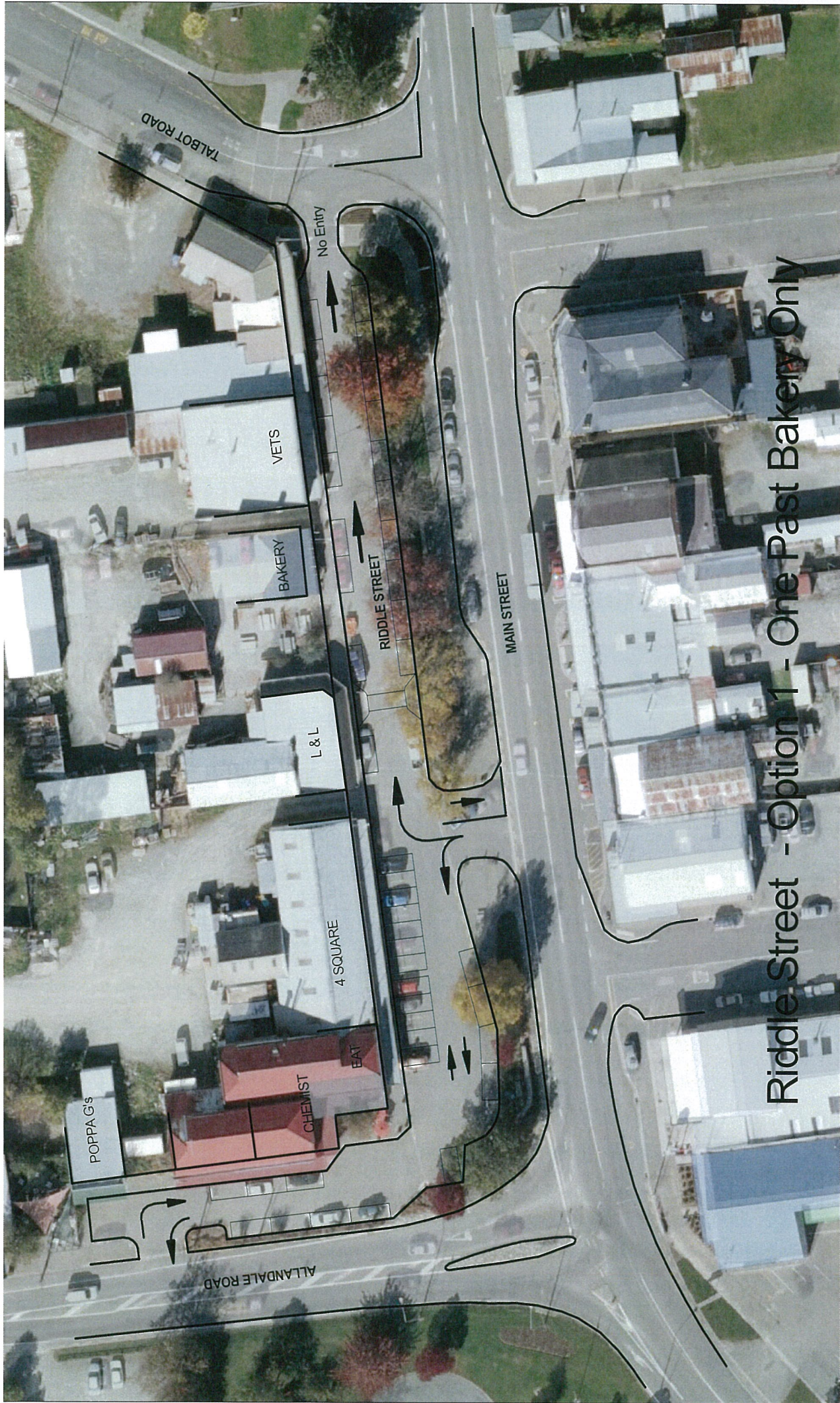
However, there was some concern around traffic parking on the right hand side, with drivers stepping straight out into the garden and it was suggested that angle parking may alleviate this problem. We have since looked into angle parking on the left and this would only allow 13 carparks compared to the 19 carparks we currently have (see plans attached).

We are proposing to amend the present parking layout by putting in a 1.2m footpath along the right hand side by the edge of the garden. This will reduce the traffic lane to 3.4m but still allow sufficient maneuver space for safe traffic flow and retain the current 19 carparks..

ATTACHMENTS:

Appended to this item is the report are three diagrams:

1. Arial view of Riddle Street showing current parking layout.
2. Arial view of Riddle Street showing angle parking layout.
3. Cross-section of new proposed layout.



Riddle Street - Option 1 - One Way Past Bakery Only

Mackenzie District Council
 PO Box 52
 Fairlie

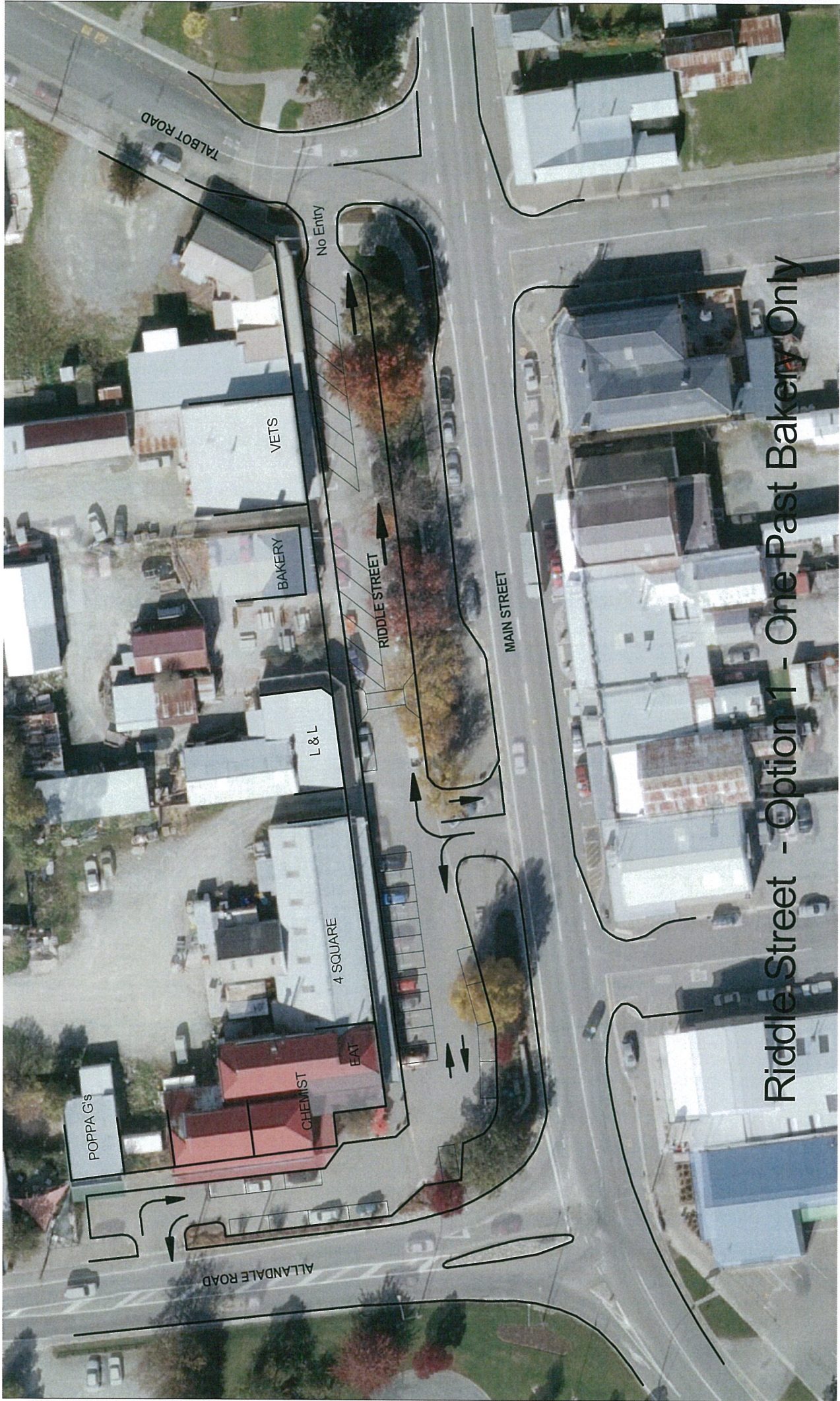
Riddle Street Traffic Flows
 One Way Past Bakery Only

Scale 1 : 750

Plan No
539

West Coast Air

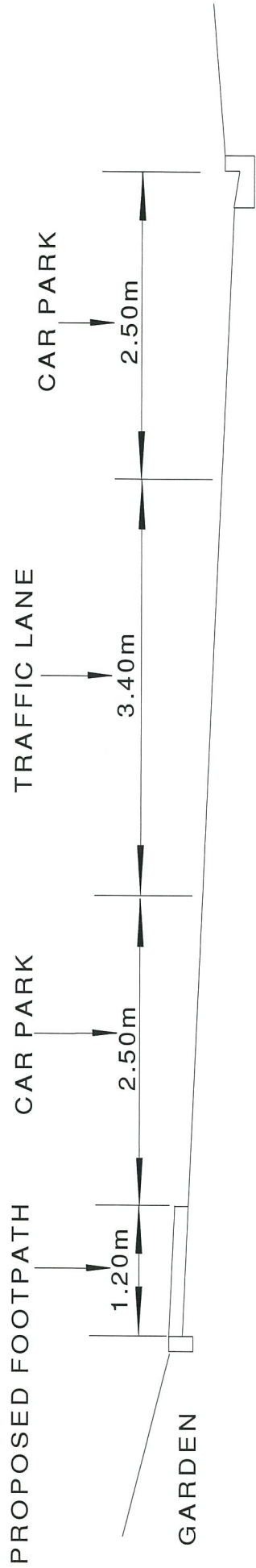
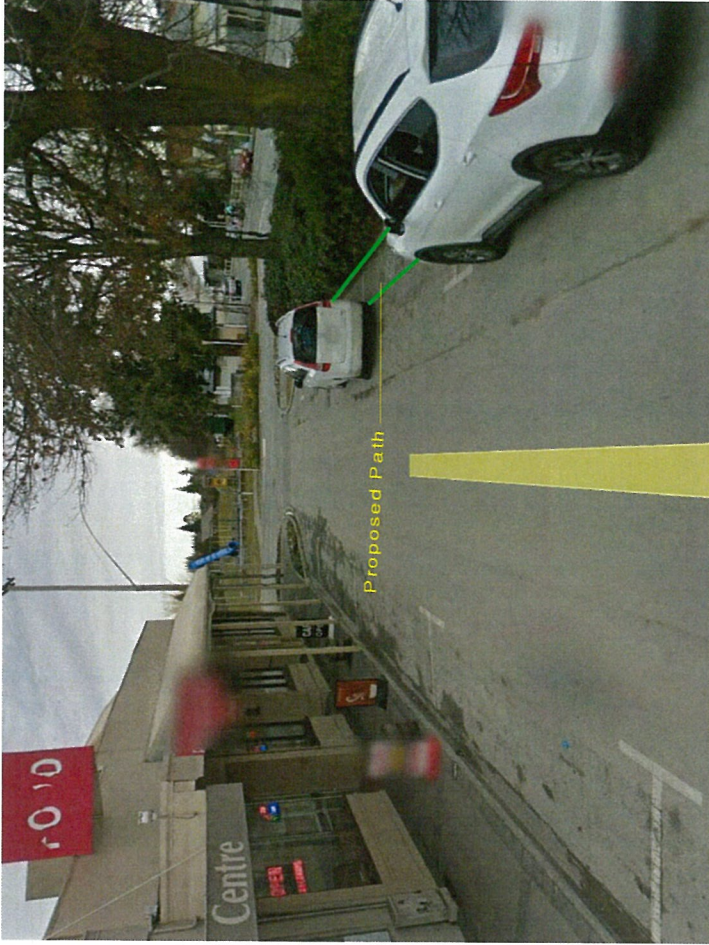
Sheet 1 of 2 Sheets



Riddle Street - Option 1 - One Past Bakery Only

Riddle Street Traffic Flows
 One Way Past Bakery Only

Mackenzie District Council
 PO Box 52
 Fairlie



Mackenzie District Council
 PO Box 52
 Fairlie

Riddle Street
 Typical Cross Section

Scale
 When Fitted A4

Plan No
539
 Sheet 1 of 1 Sheets

MACKENZIE DISTRICT COUNCIL

REPORT TO: FAIRLIE COMMUNITY BOARD

SUBJECT: FAIRLIE CAMPING GROUND

MEETING DATE: 3 OCTOBER 2016

PURPOSE OF REPORT:

For the Community board to note the correspondence.

STAFF RECOMMENDATIONS:

1. That the correspondence be received and noted.

**WAYNE BARNETT
CHIEF EXECUTIVE OFFICER**

ATTACHMENTS:

Appendix A – Letter, pictures and diagram from John Wieldraayer

Owen Hunter

Community Board
Mackenzie District Council

28 August 2016

To whom it may concern

Due to the proposed increase in tourist numbers over the next few years, we have recognised the need for more accommodation in Fairlie. We would like to invest in the Fairlie Holiday Park and propose to build some studio units.

Stage 1 - we are looking at 1 building consisting of 2 units (diagrams attached). And eventually have a total of 3 buildings.

Please advise what steps are required for this project to proceed.

Kind regards

John Wieldraayer





