



Te Anau Community Board

OPEN MINUTES

Minutes of a meeting of Te Anau Community Board held in the Distinction Te Anau Hotel and Villas, 64 Lakefront Drive, Te Anau on Wednesday, 31 July 2019 at 2.00pm.

PRESENT

Chairperson	Sarah Greaney
Deputy Chairperson	Shaun Cantwell
Members	Mary Chartres
	Tony O'Loughlin
	Councillor Ebel Kremer

APOLOGIES

Kara Matheson

IN ATTENDANCE

Committee Advisor	Jenny Labruyère
Community Partnership Leader	Simon Moran
Commercial Infrastructure Manager	Dylan Rabbidge
Senior Projects Manager	Geoff Gray

1 Apologies

An apologies for non-attendance was lodged by member Matheson.

Moved member O'Loughlin, seconded member Chartres and **resolved:**

That the Te Anau Community Board accept the apology lodged by Member Matheson.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved member Cantwell, seconded member O'Loughlin **and resolved:**

That the minutes of Te Anau Community Board meeting, held on 1 May 2019 be confirmed as a true and correct record.

Reports

7.1 Licence to Occupy - Undeveloped Balance of Luxmore Development

Record No: R/19/5/9494

Simon Moran Community Partnership Leader was present for this report.

Mr Moran outlined that the report is to consider a recommendation to preferentially allocate the occupation of the undeveloped portion of the Luxmore Development, to Scott Farming 2012 Ltd, for a one year period with the option for one further period of one year.

Mr Moran advised that in December 2013 the occupation of the undeveloped portion of the Luxmore Development was put out for tender for the purpose of grazing of sheep or the cutting and carrying of silage, baleage or hay. The tender was won by Scott Farming 2012 Ltd for a tender price of \$5,805.20 including GST.

Furthermore with the possible further development of a portion or all of the Luxmore land, a holding regime is consider appropriate in regards to the occupation of the land, until such time as a decision is made on the development.

Mr Moran added that a preferential offer to Scott Farming to continue the current occupation on the same conditions other than a term of one year with an option for a further term of one year will allow the land to be appropriately managed until some decisions are made on the development.

Members noted the agreement has a six month surrender clause by either party, and in the case of the land being required for development only three months' notice is required and that this will be continued in the new agreement.

Resolution

Moved chairperson Greaney, seconded Cr Kremer **and resolved:**

That the Te Anau Community Board:

- a) **Receives the report titled "Licence to Occupy - Undeveloped Balance of Luxmore Development" dated 4 June 2019.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Resolves to preferentially grant the occupation of the undeveloped portion of the Luxmore Development to Scott Farming 2012 Ltd on the same terms and conditions as their current occupation other than the term being for one year from 1 June 2019 with a right of renewal for one year, noting the termination clause can be revoked.**

7.2 Te Anau Airport Manapouri - Unbudgeted Expenditure - Part 139 Certification Renewal

Record No: R/19/5/8266

Dylan Rabbidge, Commercial Infrastructure Manager, presented this report.

Mr Rabbidge outlined the purpose of the report is to request unbudgeted expenditure for the re-certification of Part 139.

Mr Rabbidge advised that following a CAA inspection of the Te Anau Manapouri Aerodrome in April 2019, CAA have determined that the aerodrome requires Part 139 certification.

Mr Rabbidge added that the estimated cost of certification is \$37.5K which is not allowed for in the existing budgets for 2019/20. Therefore unbudgeted expenditure is required to complete the certification.

Members noted that the Part 139 certification for the airport is required every five years and that funding can be either rated for annually or in the year in which the certification is due, and agreed to the funding be rated within the rates every five years.

Resolution

Moved member Cantwell, seconded member Chartres **and resolved:**

That the Te Anau Community Board:

- a) **Receives the report titled "Te Anau Airport Manapouri - Unbudgeted Expenditure - Part 139 Certification Renewal" dated 2 July 2019.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Approves unbudgeted expenditure of \$37,500 for the Part 139 Certification with the Civil Aviation Authority to be funded from the Te Anau Airport Manapouri airport reserves and from there-on within rates every five years.**

7.3 Te Anau Airport Manapouri - Fees and Charges

Record No: R/19/5/9652

Dylan Rabbidge, Commercial Infrastructure Manager, presented this report.

Mr Rabbidge outlined the report is to recommend to the Southland District Council the proposed changes to the Te Anau Manapouri Airport Fees and Charges

Mr Rabbidge advised that the Te Anau Manapouri Airport fees have not been adjusted for approximately seven years. There are a number of adjustments to fees and charges recommended. In particular in association with venue hire costs associated with the facility.

In discussing the fees members agreed to changing the Landing fees to be rounded to the nearest dollar and a number of changes to the Function Centre charges, these being;

- all Landing fee to be rounded to the whole number
- residential /local ratepayer full day \$300.00
- residential /local ratepayer half day \$200.00
- non-rate payer \$500.00
- corporate hire half day \$400.00
- corporate hire full day \$600.00
- cancellation fee \$50.00
- optional Cleaner fee \$250.00
- Bond (refundable) \$500.00
- wet weather ceremony hire – refundable if not required \$100

Resolution

Moved member Cantwell, seconded member Chartres **and resolved:**

That the Te Anau Community Board:

- a) **Receives the report titled “Te Anau Airport Manapouri - Fees and Charges” dated 24 July 2019.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Recommends to the Southland District Council that the fees and charges be applicable from the 1st July 2020 as per the changes identified and listed above.**

Reports

8.1 Council Report

Record No: R/19/7/12948

Mr Moran , Community Partnership Leader was present for this item.

Mr Moran highlighted various issues of interest including;

- Local Government Funding Inquiry
- drinking water quality

- community board plans development update – members sought clarity as to how it is proposed that these plans will be connected to the Te Anau Boards existing plan that has had quite a number of hours and planning already into its own plans which has included community housing and infrastructure asset renewal considerations

In regard to the financial position Mr Moran advised the interest from reserves is yet to be added to the income lines for administration, stormwater, and Luxmore business units as this is one of the last things done before the year end accounts are finalised.

Mr Moran added the operating costs are underspent due to projects such as the tracks, water park, and BBQ water supply either costing less than estimated, being delayed, or subject to further discussion.

In conclusion Mr Moran advised the capital expenditure underspend is primarily due to more resources being needed than the \$12,834 which was a carry forward from 2017/2018 condition assessment; and the Te Anau entranceway and signage funding (\$40,992) not being used pending re-scoping and design.

Resolution

Moved Cr Kremer, seconded member Chartres **and resolved:**

That the Te Anau Community Board:

- a) Receives the report titled "Council Report" dated 17 July 2019.**

8.2 Chairperson's Report

Record No: R/19/7/12981

Member Greaney reported on matters with which she has been involved since the Board's last meeting, these included;

- Te Anau toilets – landscaping completed, hand driers to be installed and once the art work wrap is completed the opening date is scheduled for the end of August
- upgrade of Boat Harbour to Upukerora river mouth multi-purpose trail is completed and is receiving positive back. Share the zone signage and dog dispensers yet to be installed
- Russell Baker memorial - a request has been received by the Baker family to recognised Russell Baker by way of a road name.

Members agreed to add Russell Victor to the Te Anau Community Boards list of road names, and that the family be advised of this.

- agree to the painting of dog prohibited signage on footpaths in the town centre to be consistent with other townships within Southland District.

- acknowledges that staff are progressing plans for the safe removal of identified trees which have been causing flooding issues on properties along Milford road adjacent the industrial area.

Moved member O'Loughlin, seconded Cr Kremer **and resolved:**

that The Te Anau Community Board

- a) Approves the addition of the name Russell Victor to be included on the Te Anau Community Board list of road names, and that the family be advised of the outcome.

8.3 Councillor's Report

Record No: R/19/7/13247

Councillor Kremer reported on activities from the Southland District Council table, these included:

- attended recent LGNZ conference in Wellington
- tourism forum with a focus on Queenstown, Wanaka and National issues including a slowing over the markets in the tourism environment
- Wastenet contract meetings
- elections closing date 16 August 2019
- no further investigation or support for Lumsden Emergency facility required, however advised of an increase in support for emergency support.

The meeting concluded at 3.40pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE TE ANAU COMMUNITY BOARD
HELD ON WEDNESDAY 31 JULY 2019.

DATE:.....

CHAIRPERSON:.....