



Manapouri Community Development Area Subcommittee OPEN MINUTES

Minutes of a meeting of Manapouri Community Development Area Subcommittee held in the Manapouri Motor Inn, Cathedral Drive, Manapouri on Tuesday, 18 September 2018 at 9.30am.

PRESENT

Chairperson

Shirley Mouat

Deputy Chairperson

Alister Burgess

Members

Margaret Gerken

Raymund Haanen

Lynette Pearson

Councillor Ebel Kremer

IN ATTENDANCE

Committee Advisor

Jenny Labruyere

Group Leader Community and Futures

Rex Capil

Strategic Manager Property

Kevin McNaught

Community Engineer

Nick Lewis

PUBLIC GALLERY

Allan Youldon

1 Apologies

An apology for non-attendance was lodged by Member Murrell.

Moved Member Gerken, seconded Member Haanen and **resolved:**

That the Manapouri Community Development Area Subcommittee accept the apology for non-attendance by Member Murrell.

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

No Member of the public wished to speak in public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Member Haanen, seconded Member Burgess **and resolved;**

That the Manapouri Community Development Area Subcommittee confirms the minutes of the meeting held on 9 August 2018 as a true and correct record of the meeting.

Reports

7.1 Financial Report for the year ended 30 June 2018

Record No: R/18/7/17588

Nick Lewis (Community Engineer) presented the report.

In discussing the report members raised a number of issues as follows;

- Fraser Beach View Shafts – Mr Lewis advised that maintenance work for this project are due to start in October of this year.
- Frasers Beach Otta Seal – concern expressed at the quality of work along a section of the Otta seal on Frasers Beach Road. Mr Lewis advised this is to be repaired once the weather warms up again.
- Meridian information panel – enquired why the delay in the installation of the panel at the Rock area. Also members questioned whether a temporary sign board could be erected in the interim prior to the summer season.
- Frasers Beach (north end) where clearing has taken place – members enquired as to the possibility of some grass seed being sown to help keep the area tidy. Councillor Kremer has offered to supply the grass seed to allow this work to be progressed.

Mr Lewis drew attention to the balance of financial considerations in particular in regard to the Parks and Reserves Development and Financial contributions. He Explained that these are allocated on a 'demand for use' basis and that he would need to investigate expiry dates of some funds, and the remainder of available funds, for the subcommittee's information.

Members also enquired as to the gardening/mowing contract for the township, and requested that prior to the expiry of the existing contract that the Community Engineer carry out and complete an audit of the contract.

Resolution

Moved Member Haanen, seconded Member Gerken **and resolved**

That the Manapouri Community Development Area Subcommittee:

- a) Receives the report titled "Financial Report for the year ended 30 June 2018" dated 4 September 2018.**

7.2 Bollard Street Lighting

Record No: R/18/8/20188

Nick Lewis (Community Engineer) presented the report.

Mr Lewis outlined the purpose of the report was to investigate the costs of extra bollard street lighting along Cathedral Drive and Waiau Street, Manapouri, and determine if the subcommittee should seek approval for unbudgeted expenditure for such a project.

Mr Lewis advised that he has received quotes from Caird Electrical of \$8,715.00 for four new bollard lights and associated works on Cathedral Drive and \$9,300.00 for six new bollard lights along Waiau Street, totalling \$18,015.00,. He added that with a nominal contingency allowance for material cost changes since pricing, then a project budget of \$20,000 is warranted.

Mr Lewis commented that if unbudgeted expenditure is sought, then approval from Council is required, adding that the 2019/ 2020 Annual Plan is due for consideration at the November meeting where a budgeted street light project is planned in the 2021/2022 financial year.

Resolution

Moved Member Haanen, seconded Member Gerken **and resolved**

That the Manapouri Community Development Area Subcommittee:

- a) Receives the report titled “Bollard Street Lighting” dated 11 September 2018.**
- 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) Requests Council approval for unbudgeted expenditure of up to \$20,000.00, ex GST, for the supply and installation of new bollard street lighting along Cathedral Drive and Waiau Street, Manapouri, such to be funded from the Manapouri General Reserve.**

7.3 LTP playground project change to a Flying Fox and unbudgeted expenditure for additional costs.

Record No: R/18/9/21207

Kevin McNaught (Strategic Manager Property) presented the report.

Mr McNaught advised that the Manapouri Community Development Subcommittee (CDA) have requested information on the costings for the installation and erection of a Flying Fox with the suggested location being the foreshore area opposite 29 Waiau Street, Manapouri.

Mr McNaught added that as this is a change from the Long Term Plan project a formal decision on this will be required as will a decision on unbudgeted expenditure.

Mr McNaught advised that a project was included in the 2017/2018 financial year for new playground equipment for pre-schoolers. During the investigation stage, presenting various equipment options to the subcommittee through the Chair, no options were chosen which eventually led to the indication the subcommittee would rather look into a Flying Fox at the Foreshore.

Furthermore Mr McNaught added that any change to the Long Term Plan project like this will need a formal resolution of the subcommittee as well as the resolutions regarding unbudgeted expenditure.

In discussing the report Mr McNaught reminded members for the potential to fund costs for gabion basket maintenance and the Pearl Harbour projects and be mindful of the use of

general reserves if the subcommittee is required to fund these in the future, and that there are potentially uncommitted funds available through contributions.

The subcommittee requested an investigation for the availability of uncommitted funds from contribution funds to be utilised with the balance to fund the flying fox to come from general reserves.

Resolution

Moved Member Haanen, seconded Member Pearson **and resolved**

That the Manapouri Community Development Area Subcommittee:

- a) **Receives the report titled "LTP playground project change to a Flying Fox and unbudgeted expenditure for additional costs." dated 11 September 2018.**
- 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) **Resolve to change the LTP project on the Manapouri Foreshore from play equipment for pre-schoolers to a 45m flying fox at a cost of approximately \$42,500 plus GST**
- e) **Utilise available contribution funds and request Council to approve unbudgeted expenditure for the remainder plus GST for the additional costs of the flying fox from the Manapouri Community Development Area Subcommittee General Reserve.**

7.4 View Street Footpath

Record No: R/18/9/21298

Nick Lewis (Community Engineer) presented the report.

Mr Lewis outlined that the report is as a result following a request from the Manapouri Community Development Area Subcommittee (CDA) to investigate the costs and options for the construction of new footpathing along View Street, Manapouri, and determine whether the subcommittee should seek approval of unbudgeted expenditure for such a project.

Mr Lewis advised that the scope of the work is broken down into a number of sections for consideration. The first section equates to \$28,000. The second section a further \$28,000

and the two further sections estimated at an additional \$21,000 and \$14,500 respectively. This equates to \$91,500 for the full street length construction.

Mr Lewis added that there is potential for a NZTA funding for up to 50% for footpath works which will be priority maintenance and renewal based and is expected to be known in the near future, and once the funding criteria is known Mr Lewis suggested the subcommittee await the outcomes to assist with this project.

Furthermore Mr Lewis added that if unbudgeted expenditure is sought then approval from Council is required, adding that the 2019/ 2020 Annual plan is due for consideration at Council's November meeting.

Resolution

Moved Member Haanen, seconded Member Gerken **and resolved**

That the Manapouri Community Development Area Subcommittee:

- a) **Receives the report titled "View Street Footpath" dated 11 September 2018.**
- 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 not to seek approval for unbudgeted expenditure for a new project to construct a new footpath along View Street, Manapouri, but to allow for consideration in the upcoming draft 2019/ 2020 Annual Plan.**

7.5 Requests and suggestions from submissions to the Long Term Plan 2018-2028

Record No: R/18/8/19714

Rex Capil (Group Manager Community and Futures) presented the report.

Resolution

Moved Member Pearson, seconded Member Gerken **and resolved**

That the Manapouri Community Development Area Subcommittee:

- a) **Receives the report titled "Requests and suggestions from submissions to the Long Term Plan 2018-2028" dated 22 August 2018.**

7.6 Chairperson's Report

Record No: R/18/9/21440

Chairperson, S Mouat, reported on activities with which she has been involved since the Subcommittee's last meeting. This included the following;

- Fibre optical cable currently being laid for the township.
- Water tanks for the town water supply are due to be replaced in the near future.
- Lake2lake cycle trail progressing although a natural wet land has been identified on the trail and is currently stalling progress until alternative route around the area is found
- Manapouri Hall floor has recently been recoated, tables and chairs being upgraded, and the Arts Group is now meeting in the hall.

Mrs Mouat thanked member Margaret Gerken for her contribution to the subcommittee and wished her well on her move to Christchurch, Ms Gerken acknowledged the Chair's comments but added she will still be returning to attended meetings during her term on the subcommittee.

7.7 Councillor's Report

Record No: R/18/9/21442

Councillor Kremer reported on the following matters from the Council table.

- Te Anau Wastewater Discharge Project has been granted \$5m from Central Government's Tourism Industry Fund, and also additional funding has been granted towards infrastructures along the Scenic Southern route
- Infrastructure review to identify and priorities repairs and costings for all Council owned bridges in the district
- Representation Review approved by Council and will be submitted to the local Government Commissioner for a final decision.

The meeting concluded at 11.05am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE MANAPOURI COMMUNITY
DEVELOPMENT AREA SUBCOMMITTEE HELD ON 18
SEPTEMBER 2018.

DATE:.....

CHAIRPERSON:.....