

**NOTICE IS HEREBY GIVEN THAT A MEETING OF THE MATAURA COMMUNITY BOARD WILL BE HELD IN THE ELDERLY CITIZENS CENTRE, McQUEEN AVENUE, MATAURA, ON MONDAY 19 MAY 2008, AT 5:30 pm**

**Steve Parry  
CHIEF EXECUTIVE**

**13 May 2008**

**AGENDA**

1. CONFIRMATION OF MINUTES  
  
Confirmation of the Report of the Extraordinary Meeting of the Mataura Community Board, held on Wednesday 19 December 2007.  
  
Confirmation of the Report of the Ordinary Meeting of the Mataura Community Board, held on Monday 17 March 2008.
2. RESULT OF BY-ELECTION (Page 1)
3. DECLARATION OF NEW MEMBER (Pages 2-3)
4. ELECTION OF CHAIRPERSON (Page 4)
5. RESULT OF ELECTIONS FOR THE POSITIONS OF REPRESENTATIVE AND DEPUTY REPRESENTATIVE ON THE NZ COMMUNITY BOARDS' EXECUTIVE COMMITTEE (Page 5)
6. REFUSE AT MATAURA LANDFILL (Pages 6-7)
7. QUEEN'S PARK RUBBISH BIN (Page 8)
8. MATAURA SKIP BIN SERVICE (Pages 9-11)
9. REPORT FROM THE PARKS AND RECREATION MANAGER (Pages 12-14)
10. REPORT FROM THE ROADING MANAGER (Page 15)
11. CUSTOMER SERVICE REPORT (Pages 16-27)
12. DATE OF NEXT MEETING – Monday 21 July 2008, 5.30 pm

## 2. RESULT OF BY-ELECTION

(Memo from Electoral Officer – 05.05.08)

The result of the by-election held on 2 April to fill an extraordinary vacancy caused by the election of Steven Dixon to the Gore District Council at the 2007 local authority elections is as follows:

<b>Candidates</b>	<b>Votes Received</b>
<b>LEE, Doreen May</b>	<b>47</b>
<b>SCOBIE, Dave</b>	<b>83</b>
<b>TURNBULL, Laurel Diane</b>	<b>242</b>

A disproportionate number of electors did not receive their voting documents. The correct number of voting packs was sent from the mail house and despite a number of enquiries made to New Zealand Post, a satisfactory explanation has not been forthcoming. However, once it was apparent to me that some electors had not received their voting packs, a press release was issued as well as a notice on local radio asking electors to contact me for a special vote. I issued a total of 25 special votes.

### **RECOMMENDATION**

**THAT the information be received.**

3. DECLARATION OF NEW MEMBER

(Memo from Administration Manager – 05.05.08)

Having been the successful candidate in the recent by-election, Laurel Turnbull will make and attest the declaration required by members under Clause 14, Part 1, Schedule 7 of the Local Government Act 2002.

A copy of the declaration is attached. This will be made before His Worship the Mayor, Mr Tracy Hicks.

**GORE DISTRICT COUNCIL  
MATAURA COMMUNITY BOARD  
DECLARATION BY MEMBER**

I, **full name**, declare that I will faithfully and impartially and according to the best of my skill and judgment execute and perform in the best interests of the Gore District, the powers, authorities and duties vested in or imposed upon me as Member of the Mataura Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Mataura this 19<sup>th</sup> Day of May 2008

.....

**full name**  
**Member**

**Signed in the presence of**

.....

**J T Hicks JP**  
**Mayor**

#### 4. ELECTION OF CHAIRPERSON

(Memo from Administration Manager – 05.05.08)

The Board will recall at its Statutory Meeting in November last year that it appointed Cr McLennan as an interim Chairperson until the by-election to fill the extraordinary vacancy had been completed.

Now that the new member has been elected and sworn in, the Board can consider making a permanent appointment to the position of Chairperson.

5. RESULT OF ELECTIONS FOR THE POSITIONS OF REPRESENTATIVE AND DEPUTY REPRESENTATIVE ON THE NZ COMMUNITY BOARDS' EXECUTIVE COMMITTEE

(Memo from Administration Manager – 05.05.08)

Elections for the above positions were held in February. The outcomes of the election are as follows:

**Zone 6 Representative:**

One nomination was received from Zone 6 Community Boards and following the election held in February 2008, Lyal Cocks, of the Wanaka Community Board has been declared elected and appointed to the NZ Community Boards' Executive Committee. The appointment was effective from the Community Boards' Executive Committee meeting at the end of March and remains effective until his successor assumes office in 2011.

**Zone 6 Deputy Representative:**

There were no nominations for the position of Deputy Representative. Local Government New Zealand has advised it will endeavour to fill the vacancy as soon as possible.

**RECOMMENDATION**

**THAT the information be received.**

6. REFUSE AT MATAURA LANDFILL

(Memo from Administration Manager – 07.05.08)

The attached letter has been received from Doreen Lee on behalf of the Mataura Bowling Club.

28<sup>th</sup> April 2008

The Chairperson

To the members of the Mataura community board

I wish to bring to your attention the matter of the continuing problem of bags of rubbish being left at the gate of the land fill. This has been an ongoing problem and every week when I go down to open up the gates I have to remove this rubbish before the public start arriving. As you can imagine by the time I get there the bags have been torn open by dogs and/or cats and it can be very messy and smelly.

I wonder if the problem could be fixed by putting a gate across between the Elers car compacting house and the paddock on Albion Street. This week I did manage to find two addresses among the rubbish bags that had (a) been left at the gate and (b) been thrown over the fence, but I don't enjoy going through the bags and don't feel I should have to and I won't ask any other Bowling club member to do so or I will have a problem of my own in getting people to man the landfill. I am sure people would think twice about dumping their rubbish on Albion Street under the eyes of the Elers house if a gate could be put there.

I await your reply on this matter.

Yours sincerely

Doreen Lee

## 7. QUEEN'S PARK RUBBISH BIN

(Memo from Parks and Recreation Manager – 07.05.08)

At the last meeting it was agreed that a submission be made to the Annual Plan process requesting funding for the installation of a new rubbish bin at Queens Park.

With the start of works on the site of the new Community Centre a request has come from Board Member, Mr Lee, for the rubbish bin from that location to be relocated to the Queen's Park site.

If this change is implemented, it poses two questions where Council officers require clarification from the Board.

First, the Board needs to consider whether it will require a bin outside the newly completed Community Centre later this year. As the existing bin is currently funded, there would only be a few months where the current level of service will not be provided. Thereafter the level of service would be reinstated.

Secondly, if the Board chooses to relocate the McQueen Avenue bin to Queens Park, and then, if in the future it becomes necessary for a bin to be located at the new Community Centre, the timing of this would be outside that of applying to this year's annual plan process for funding. The Board would then have the situation of a need for a new bin but no means to fund it.

The option of an increased level of service with a new bin would incur indicative costs in the vicinity of \$950 to purchase and install a new bin. Thereafter the cost of emptying is estimated at \$180 per annum and maintenance of \$50 per annum. This would bring the total cost to approximately \$1,180 for the first year and \$230 per annum thereafter.

### **RECOMMENDATION**

**THAT the Board approve the relocation of an existing McQueen Avenue litter bin to Queens Park.**

**OR**

**THAT the Board make a submission to the annual plan process for a new litter bin to be located in Queens Park.**

## 8. MATAURA SKIP BIN SERVICE

(Memo from Asset Manager, Utilities – 12.05.08)

The Mataura landfill ceased operation in July 2005. Since this date, all refuse was to be collected and transported to the Gore transfer station and thereafter transported to the Browns landfill. At the Mataura site there is currently a bin system in operation to deposit refuse, an ash pit for ashes, and a scrap metal area. The old landfill has been levelled and sown out in grass for the area to be grazed.

At the March 2006 Board meeting the operation of the Mataura skip bin service was discussed. The purpose of the service was to accommodate those residents who had difficulty driving to Gore and also who had a small amount of rubbish to be disposed of. Large loads were required to be directed to the Gore transfer station as it is expensive and ineffective to double handle the waste.

The costs associated with the Mataura skip bin service are the manning fee which is paid to the Mataura Bowling Club, the transportation of the full skip bins to the Gore transfer station, transport fees to Browns landfill and disposal fees at Browns. Council staff picks up scrap metal and tidy the site, then transport the metal back to the Gore transfer station as required.

The year to date costs to operate the Mataura skip bin service are:

	<b>July 07- April 08</b>
Manning Fee	\$ 3,300
Transportation to Gore	\$ 5,709
Transportation to Browns/ Landfill fees	\$ 6,300
Essential Services to tidy site 6 hrs/month	\$ 2,000
<b>Total Costs</b>	<b>\$15,334</b>
Fees Collected	<b>\$ 6,714</b>

The service only recovers 45% of the direct costs. No administration costs are included. The cost to operate the service for one year is estimated to be approximately \$10,500. This amount is set in the budget.

### **Ashes**

The service has been accepting ashes in a pit and the pit would get cleaned out each year. With the site having now been sown out in grass there are restrictions as to where ashes can be placed.

The photo below shows ash and general refuse being dumped in the ash pit. This occurs when the public bring in their ash drum which also contains some general refuse. For ash disposal to be available, the ash would have to be removed from site and transported to Gore. Depending whether refuse was mixed with the ash would determine the disposal method. If there was refuse mixed with the ash, it would

have to be placed in the bins to be transported to Browns adding to the cost of disposal. If the ash was not contaminated with refuse it could be disposed of at Gore for only the cost of cartage.



This would mean an additional bin for ash only would be required, for which there would be an extra cost of \$60 per empty if only ash were involved. If the ash was contaminated with refuse it would incur an additional cost based on weight, at \$105 per tonne. This would require strict control from the operator at the skip bin to stop any refuse going into the ash drum.

With the ash pit removed and filled in it will allow for easier movement and placement of bins at the site.

### **Metal**

Small amounts can be accepted at the skip bin. Large amounts will only be accepted at the Gore transfer station.

### **Green Waste**

Green waste has been collected at the Mataura landfill site. This was then pushed into the holes that were part of the old landfill and then covered. Now that the site has been sown out in grass, it does not allow this practice to continue.

The options available are:

- to have a bin for green waste only
- to mix green waste in with the refuse
- to direct all green waste to Gore.

The last option would work very well if the three bin collection service was available to the residents as has been put forward in the recycling

strategy. This would mean that most people would be able to dispose of their green waste in small amounts through the bin system, leaving large loads which could then be directed to Gore. The cost to transport the green waste to Gore would be \$90 for a large skip bin. Currently Council's reserves department takes all green waste from Matura to the Gore transfer station for recycling by chipping.

### **Summary**

Any change that causes an increase in cost to the skip bin service would require an increase to existing budgets.

### **RECOMMENDATION**

**THAT a skip bin be placed at the Matura site for ash only and the ash pit be cleaned out and filled in,**

**AND THAT small amounts of green waste be permitted to be put in the skip bin with refuse, with all trailer and utility loads of green waste to be directed to the Gore transfer station.**

## 9. REPORT FROM THE PARKS AND RECREATION MANAGER

With the onset of autumn, leaf fall is now underway and as temperatures gradually fall we will notice an increase in leaf fall. Our spray teams are still fully committed as weed growth is ongoing, and the amenity spraying for general plant health issues continues with a programme that is appropriate for this time of year.

The winter sports codes are getting under way with soccer and football fields now ready for use. On the football fields the grass is now being mown at the winter specification height, this is higher than the summer situation to allow a buffer zone of growth. This is needed if play has to occur in wet conditions. This practice fosters a more resilient turf that will recover much quicker after a field has had play during wet conditions where it gets 'tagged up' by boots. There has also been some turf renovations undertaken in the past month. The mowing of other amenity areas is still requiring full time commitment from mowing staff, and as this decreases these staff will be redeployed onto maintenance and leaf cleanup duties.

The gardeners have now completed the autumn annual plant changeover. Now the task is one of keeping the beds weed free and nurturing the seedlings so they are prepared for the oncoming winter conditions. The hanging baskets were removed in the third week of April having given the main streets a real boost of colour over the summer period.

The workshop staff are currently preparing a schedule of programmed maintenance for the parks and reserves plant. This work is undertaken in the winter months where we balance the work required against available budget and prioritise the maintenance works accordingly.

Staff also attended to the requirements for ANZAC Day, relating to the cenotaph and war memorials, also the appropriate placing of flags.

Staff are preparing a winter tree pruning schedule. All staff have input into this throughout the season along with specific requests from the public. The winter prune is scheduled with the Councils tree contractors for implementation over the winter months where the trees enter their dormant stage.

Some staff have recently completed training courses for chainsaw training and refresher and wheels and rollers, for tractor/loader operation.

### **Mataura Community Centre update**

Signal Management is in the process of implementing the initial phases of this project and there will be regular progress reports coming to the Council and Community Board. Currently all regular users of the Elderly Citizens Centre have been relocated for the entire duration of the construction phase. This has been done in conjunction with the Mataura Community Board who have been instrumental in finding relocation options for the groups involved.



### **Mataura Pool**

(Update from Aquatic Services Manager, Kim Peterson.)

The highlights for the month, was a team challenge held over the holiday period. The aim of the challenge was to create an atmosphere of fun for the swimmers and the staff dressed up with extra items added to their uniform. Some staff got involved and swimmers enjoyed seeing staff dressing up, especially the children. At Mataura the staff and members of the public enjoyed the team

challenge; the staff held games, treasure hunts, races, and prizes were handed out, a great team effort in Mataura these holidays. It was noticed the same children kept coming back ready for the challenge.



Over the month we prepared for the school holidays, with promoting the holiday programme through schools, newspapers and over the radio. Some of the activities arranged for the holiday were daily games, inflatables, kayaks, balloon races. A flyer was sent out to all the schools in the area, offering a holiday special bring a friend and both get in for \$1. Four holiday flyers were used.

An end of season pool party was held in Mataura, with a sausage sizzle and 30 people attending. The pool closed for the season on Sunday 4 May with good numbers through the season.

A letter of thanks and two free passes for aquarobic classes in Gore has gone out to our regular aquarobic customers in Mataura, with remittance forms asking if they would be interested in attending Aquarobics on Wednesdays in Gore. This was to encourage them to continue with their Aquarobics over the winter when the Mataura pool is shut. Once all the remittance forms are back in, a decision to run the classes will be made.

**Visitor Numbers Maitara**

	<b>2007</b>	<b>2008</b>
January	725	717
February	784	1061
March	1080	992
April	328	738
1-4 May	Closed	92
September	283	
October	793	
November	1268	
December	1896	
<b>Total</b>	<b>7157</b>	<b>3600</b>

Ian Soper  
**Parks and Recreation Manager**

## 10. REPORT OF THE ROADING MANAGER

### **1. Maintenance Programme**

Over the next few months, with the onset of winter, the main activities programmed to be carried out in Mataura are mainly routine cyclic tasks. This may include some or all of the following:

- Maintenance grading.
- Various cyclic routine maintenance including potholes, marker pegs and sign maintenance.
- Continue footpath, vehicle crossing, kerb manhole and sump repair works in Gore and Mataura.
- Continue repair of edge breaks on sealed roads.
- Depression levelling repairs to continue on various sealed roads.
- Continue cyclic channel cleaning, including manual cleaning of remote kerbs, on urban streets and reserves areas.
- Continue sealed road shoulder grading.
- Continue pre-reseal inspections and programming of pre-reseal repairs for 2008/09 reseals.
- Ice gritting
- Snow grading
- Sump cleaning

### **2. Burns Street Footpath**

Downer EDI Works are likely to have commenced work on replacement of the footpath on the north side of Burns Street prior to this meeting.

### **3. Kana Street/Forth Street Intersection Modification**

Modification of the kerb at the intersection has been programmed for the near future. The modification is the result of feedback received from truck drivers concerned that they had to pull to far out onto Forth Street when travelling north from Kana Street to be able to see south along Forth Street. The additional work is not removing what was recently carried out but is adding to it.

Murray Hasler  
**ROADING MANAGER**

## 11. CUSTOMER SERVICE REPORT

(Memo from Administration Manager – 12.05.08)

Attached is a summary of customer service requests received for the period 8 March until 12 May 2008.

Please note that this report is for the information of the Board. If a member has any queries about any of the requests, they should direct them to the appropriate Manager in the first instance.

### **RECOMMENDATION**

**THAT the information be received.**