

MILFORD COMMUNITY TRUST

22 November 2007

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Minutes of an Ordinary Meeting of the Milford Community Trust held in the Turnbull Room, Te Anau Hotel & Villas on Thursday 22 November 2007, commencing at 9.15am.

PRESENT:

Trustees J Taylor (Chairperson), M Schuck, J Steele, H Thomas and R Wilson.

IN ATTENDANCE

Messrs C Dolan and G Jones (Southland District Council) and J Haanen (Department of Conservation).

1.0 APOLOGIES:

Moved Chairperson J Taylor
and RESOLVED THAT THE APOLOGIES FOR NON-ATTENDANCE LODGED BY TRUSTEE J ROBSON, D RIDLEY (SOUTHLAND DISTRICT COUNCIL) AND C KEOGH (ENVIRONMENT SOUTHLAND) BE SUSTAINED.

2.0 ACTION SHEET:

Action Points from previous meetings were tabled.

Items arising included:-

Taxation Status

Staff requested to register Trust with Charities Commission.

Department of Conservation Report.

Ms Haanen reported that a briefing paper had been prepared and forwarded to the Minister of Tourism for funding of Cleddau Village protection works; report will then go to Treasury for consideration and outcome will not likely be known until mid year.

Communication Policy

New Southland District Council Communication Officer to be invited to next Trust meeting and that a draft of the updated Media Policy be available for the next meeting.

3.0 MINUTES:

sm/07/11/15554

Minutes of the previous meeting of the Milford Community Trust, held on 28 September 2007, was tabled.

3.0 MINUTES CONT'D:

sm/07/11/15554

Moved Trustee J Taylor

And resolved that the minutes of the previous meeting of the Milford Community Trust held on 28 September 2007 be received and confirmed as a true and correct record of the proceedings, subject to the following:-

4.0 Report from Department of Conservation

1.0 Memorandum of Understanding to be progressed following Strategic Planning Workshop.

5.0 Communications Policy

(Bullet point 3 to read) – Draft Trust Deed and Memorandum of Understanding to be included on Website.

8.0 Other Issues

Statement of Intent timetable was discussed and noted.

4.0 CORRESPONDENCE:

Correspondence tabled included:-

1.0 Milford Community Trust Newsletter

A copy of the Trust's November 2007 newsletter which covered issues discussed and identified at the Strategic Planning workshop, was tabled.

Trustees were supportive of the contents of the newsletter which has become a regular publication.

It was agreed the newsletter be included on the proposed website with the following to be included in future publications with the newly appointed Communications Officer to arrange;

- Maori name for Milford Sound to be included in the heading.
- Weblink to show on front of newsletter.

2.0 Milford Sound Development Authority

Tabled before the Trustees were papers from the MDA covering the following issues:-

- Milford Refuse – Collection and tonnage.
- Sewerage – Treatment Plant, Agreements.
- Roading & Parking – Fund, Avalanche & Ice Fiordland National Park Management Plan, Internal Roads, Car Parking, Coach Parking.
- Landscape – Gardens, Street Lights, Walkways.
- Emergency Response – Civil Defence, First Aid, Oil Spill.
- Environment – Environment Reviews.

4.0 CORRESPONDENCE CONT'D:

3.0 Milford Sound Infrastructure Ltd – Customer Newsletter 2007

Issues covered in the newsletter included:-

- Hydro Intake Clean-Up.
- Hydro Generation.
- Diesel Generation.
- New Main Village Switchboard.
- Load Growth And Control.
- Water Supply.
- Cleddau Residential Area Development – staff to discuss funding on this Development With MDA Facilities Manager.
- LPG Facility.
- Milford Sound Lodge Utilities Trench.
- Website.
- Staffing.

Also tabled with the newsletter was a paper giving an overview on Power Generation, Electricity Distribution, Water Reticulation, and Gas Utility Services for Milford Sound.

4.0 Milford Sound Village Signs – Non Department Of Conservation Colours

A paper outlining the above was tabled and received.

Trustees were of the opinion that a uniform style in relation to colours would be preferable.

It was noted that the Trust await the recommendations for a signs policy for Milford Sound.

5.0 REVISED STATEMENT OF INTENT TIMETABLE:

Papers prepared by Nicole Taylor (Corporate Planner) on the revised Statement of Intent Planning Timetable, were tabled.

The revised statement entitled Draft No 2 – November 2007, was discussed at length by Trustees.

Relevant amendments were made to the draft.

At the conclusion of the review of the draft SOI it was agreed staff carry out the necessary amendments to the documents for presentation to Council for adoption and circulate to relevant stakeholders.

6.0 ASSETS AND SERVICES MANAGEMENT PLAN:

240/20/15/6

Report from Area Engineer, Graham Jones, on the Asset & Services Management Plan, was tabled.

6.0 ASSETS AND SERVICES MANAGEMENT PLAN CONT'D:

240/20/15/6

In his report Mr Jones outlined the work required to complete an Asset & Services Plan for Milford.

Mr Jones explained the purpose of the Plan and the outlined work to be done, which included:-

- Make annual updates to asset lists recording any changes and work done.
- Monitor the adequacy of each asset and record any action needed.
- Do complete reviews of the plan on a triennial basis, updating financial forecasts for inputs to the LTCCP process.

In regard to the options considered Mr Jones commented that the first option to be settled is the scope of the plan with Assets and Services, and suggested as this as first option.

Mr Jones added the second option to be decided is the implementation method for preparing the plan. Most of the information needed will be available from Destination Fiordland and various Asset Managers. He commented that there is considerable effort to pull it altogether into a consistent framework for the plan.

Mr Jones stated that from past experience there is definite value in having current Asset Managers involved in the compilation but an independent person or persons will be needed to progress this work. Morrison Low has a good background in Milford issues but Southland-based engineering consultants also have experience in preparing Asset Plans for Council.

The Trustees noted a budget of \$30,000 should be set aside to complete the Asset Plan.

In conclusion Mr Jones commented that an Asset and Services Management Plan will have direct benefits for the Milford community. Until a plan is completed there will not be clear understanding of future liabilities. The best way to expedite this is to engage a consultant at an estimated cost of \$25,000 - \$30,000.

In commenting on the Assets and Services Management Plan it was important that the Plan include the main 'player' and a summary of who manages what and the infrastructure thereon.

Moved Trustee R Wilson, seconded Trustee H Thomas and RESOLVED THAT THE TRUST:

- (a) THE REPORT BE RECEIVED.
- (b) AREA ENGINEER TO PREPARE AN ASSETS AND SERVICES FEASIBILITY STUDY
- (c) DRAFT MANAGEMENT PLAN BE RECEIVED FOR INFORMATION PURPOSES ONLY AND FURTHERMORE, SUCH DOCUMENT TO BE 'LEFT ON THE TABLE' AND PROPOSED ALTERATIONS TO THE DOCUMENT CAN BE CONFIRMED AT A FUTURE DATE.

7.0 ASSET PLAN FOR RIVER PROTECTION WORKS:

240/20/15/6

Report by Area Engineer, Graham Jones, enclosing a copy of the existing Cleddau River Protection Works Management Plan and outlining work required, was tabled.

Mr Jones stated the Plan needs updating to reflect:

- the establishment of the Milford Community Trust;
- increased design flood flows reflecting more intensive investigation and the likely impact of global warming;
- the results of bank monitoring carried out since 2002; and
- an increase in asset valuation.

Mr Jones felt that at this stage an update is not worthwhile considering the major physical works that are required to improve protection of the village site on the river delta and that the management plan will require significant changes to reflect these works.

In considering the available options Mr Jones commented that upgrading of the management plan could be undertaken by a consultant. However, Southland District Council and/or Environment Southland staff have the knowledge to be able to do this work.

The plan could be re-arranged to bring it into line with the Morrison Low template for township facilities. However, that the plan complies with the Environment Southland format and current thinking is that Environment Southland are the best agency to undertake long term maintenance and management of the works.

Mr Jones felt an agreed plan for the management of the bank protection works is important for all persons involved in Milford. It will confirm the level of protection and responsibilities for ongoing maintenance. He added that The Milford Development Authority has previously highlighted the need for an agreed plan so it can see where monies levied through it are allocated.

In conclusion the Trustees were informed that a plan is in place but needs to be updated. Southland District Council and Environment Southland staff can do the updating but this process is best left until improvement works have been completed.

Moved Chairperson J Taylor

and RESOLVED THAT THE TRUST RECEIVE THE REPORT AND NOTE THE CONTENTS THEREIN WHICH ARE TO FORM PART OF THE ASSET MANAGEMENT PLAN.

8.0 STRATEGIC PLANNING WORKSHOP:

sm/07/11/15553

Working Papers on the recent Strategic Planning Workshop, together with action points were tabled and noted by the Trustees.

Staff to pursue action points issues accordingly.

9.0 CONFIRMATION OF FUTURE MEETINGS:

It was agreed future meetings be scheduled as follows:-

- Thursday 14 February 2008, at Te Anau.
- Thursday 27 March 2008, at Te Anau.
- Thursday 24 April 2008, at Milford (consultation with community).

10.0 MILFORD SOUND RETICULATED WATER QUALITY:

Report by Environmental Health Officer, Mr D Clearwater, on the quality of Milford Sound Reticulated water, was tabled.

Mr Clearwater reported that:-

- The reticulated water supplied by Milford Infrastructure from the generation site is untreated.
- Periodic testing has shown low levels of bacterial contamination, particularly after heavy rainfall.
- Water tested on 16 October 2007, again after heavy rainfall, the results showed levels of coliform bacteria, including e-coli, which is the indicator of faecal contamination. This water does not meet the requirements of the New Zealand Drinking Water Standards which requires a zero level for e-coli bacteria.
- He has written to John McCutcheon of Milford Sound Infrastructure noting these concerns who has organised for an engineer to report on the plant before Christmas and will then implement his recommendations as soon as possible in the New Year.

Moved Chairperson J Taylor
and RESOLVED THE REPORT ON THE MILFORD SOUND RETICULATED WATER
QUALITY BE RECEIVED AND CONTENTS NOTED.

11.0 CONCLUSION:

Meeting concluded at 4.10 pm.

CHAIRPERSON

DATE