

When replying please quote: 940/15/45/1 RG McNeill

7 October 2015

Pauline Gillan
Chairperson
Lochiel Community Hall Committee

Email: Pauline.Gillan@southerndhb.govt.nz

Dear Pauline,

Request to Lease Lochiel Community Hall Grounds for Spire Satellite Ground Station

Thank you for making the time to meet with me at the Lochiel Domain on 30th September. I expect that it was not convenient for everyone to attend the meeting and so I am very appreciative that there was such a large turnout.

Further to that meeting, I now seek the committee's approval in principle for Venture Southland to lease some 144 m² of land at the south-east corner of the Lochiel Community Hall grounds, 29 Lochiel Bridge Road, Lochiel as was discussed so that we can move the project forward. I have listed below the basis for the lease as I understand it from both sides. Please correct any points that I may have misinterpreted.

At the site, we wish to:

1. Have quiet enjoyment of a 12 metres by 12 metres area of land at the south-east corner of the section, some 6 metres off the hedges, so that the hedges can be trimmed without needing a tractor to enter the lease area. The area would be fenced with deer fencing with an access gate to the east.
2. Install an equipment cabinet, or small Portocom building in the area, along with a 3 metre high mast, boom and antennas. The antennas will comprise two log-periodic or yagi antennas approximately 2 metres long, and one 1.5 metre diameter dish antenna, mounted on a boom.
3. Build an access track along the eastern side of the property to access the station, 3 – 5 metres wide.
4. Install a gate at the northern end of the access track, where the existing fence beside the hall is.
5. Lay a duct pipe from the hall to the station for a power cable from the hall switchboard, from which we would take a connection to the station. The duct pipe would be at 800 mm cover with a hazard tape at 200 mm and would be laid under the western edge of the access track for protection.

6. Install a metered electricity sub-board at the station, which is connected to the hall mains distribution board.
7. Lay a duct pipe from the station to the school for a fibre-optic cable.

The proposed site plan showing the sites works and arrangement is appended. We would undertake this work at our own cost.

In return, we propose consideration of:

1. Annual lease of [REDACTED] plus GST, payable annually in advance.
2. Payment of the hall's electricity line charges, payable upon receipt of an invoice from the committee.
3. Best endeavours to provide the hall with reasonable-use free Wi-Fi broadband service. This will be dependent on the ability of Spire to provide such access without compromising their own security requirements.

We undertake that:

1. All radio frequency transmissions will occur within the UHF frequency range of 400 – 455 MHz.
2. The effective radiated power of the radio frequency transmissions will meet all relevant New Zealand standards to ensure that there will be no harm to locals and the school pupils.
3. Payment for electricity separately supplied to the site and metered through the hall mains distribution board upon receipt of an invoice from the committee.

We require that:

1. The hedges within 15 metres of the station fences will be maintained so that they are no higher than 3 metres above ground level.
2. No trees will be allowed to grow in the vicinity of the station that will encroach on a 5° recession line from the top of the antenna mast.
3. That the hall committee will arrange to graze the area with sheep from time to time to keep grass growth to acceptable levels.
4. The lease is to be for a term of five years with automatic right to renew the lease for two periods of five years. The lease may be renegotiated for each renewal in line with increases in the Consumer Price Index.

I have proposed that the satellite ground station obtain its electricity supply through the hall's main distribution board. This does introduce some billing complexity, but also brings some useful cost savings to the hall. However, if this is considered too difficult, we can instead arrange for a power supply from the street pole to the station and so be completely independent of the hall's supply. I have no real preference.

The lease document cannot practically describe the educational outreach that both Spire and Venture Southland wish to extend to Lochiel Primary School. Nonetheless, the undertaking I gave at the site meeting for the education outreach with the Lochiel Primary School stands and I will personally ensure that we engage Spire with the school as far as possible.

If this proposal is acceptable to you, I will arrange at our cost to draw up a lease document. Otherwise, please advise me of any changes you would prefer so we can see how we can incorporate them.

I look forward to hearing from you at your earliest convenience.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'Robin McNeill', with a large, sweeping loop at the end.

Robin McNeill
Business Enterprise Manager

