



Ashburton District Council

AGENDA

A **MEETING** of the **ENVIRONMENTAL SERVICES COMMITTEE** will be held as follows:

Date: Thursday 4 February 2010

Time: 1.30 pm

Venue: Council Chamber
5 Baring Square West
Ashburton

B LESTER
Chief Executive

MEMBERS:

Cr R J Kilworth (Chairman)
Cr L J Leadley
Cr R C Beavan
Cr I J Burgess
Cr J A Kingsbury
Cr P W Reveley
Cr J Sparks
Cr B A Tasker
Mayor M B O'Malley (ex officio)

AGENDA

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29 January 2010

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 6/5/1
DATE: 4 February 2010
REPORT TO: Environmental Services Committee
FROM: Regulatory Manager
SUBJECT: Proposed Dog Control Policy

5. PROPOSED DOG CONTROL POLICY

5.1 SUMMARY

Section 10 of the Dog Control Act requires Ashburton District Council to produce a Dog Control policy. A proposed new subsection 5(A) of Section 10 also requires that Council policy includes any matter prescribed in Regulations under the Act. This will require the policy to be amended whenever new matters are prescribed in Regulations under section 78(1)(ab) of the Act; Council must do this within 24 months of the Regulations coming into force and use a Special Consultative Procedure to do it.

5.2 RECOMMENDATION

“1. That the report be received; and
2. That the Special Consultative Procedure be commenced before the new Dog Control Policy is considered for adoption by Council.”

5.3 BACKGROUND

The existing Dog Control Policy dates from 1999 and does not sufficiently cover all powers and functions of the Ashburton District Council. It also includes significant antiquated terminology.

Issues:

- A new policy will effectively define the way in which Council carries out its responsibilities under the Dog Control Act and the relevant Bylaw. Failure to do so could leave us exposed during any legal proceedings.
- The Council policy of making the “exacerbator pay” will be reinforced.

5.4 STATUTORY IMPLICATIONS

Adopting the new policy will make us compliant with the Dog Control Act.

5.5 OPTIONS AND RISKS CONSIDERED

1. That the Council does not change the existing policy. This would significantly affect the effectiveness of the Council on dog control issues.
2. That the Council adopts the policy. This would support this function of Council.

5.6 STRATEGIC LINKS

LTCCP – Contribution to Community Outcomes.

5.7 CONSULTATION

The policy must go through a full Special Consultative Procedure (SCP). The intention is that any later minor amendments to the policy would be made public during registration mail-outs each year.

5.8 FINANCIAL

The cost of running a Special Consultative Procedure has been budgeted for in the 2010-2011 budget round.

Prepared By:

A HUMPHRIES
Regulatory Manager

Approved by:

J McKENZIE
Environmental Services Manager

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: Property File
DATE: 3 December 2009
REPORT TO: Environmental Services Committee
FROM: Environmental Services Manager
SUBJECT: Naming of Harris Reserve – Lovetts Road Kanuka Reserve

6. NAMING OF HARRIS RESERVE – LOVETTS ROAD KANUKA RESERVE

6.1 SUMMARY

This report seeks a policy decision to name a Scientific Reserve occupied by the Council.

6.2 RECOMMENDATION

1. “That the report be received; and
2. That the Committee resolve to name the land subject to this report as the Harris Scientific Reserve.”

6.3 BACKGROUND

Council has decided that indigenous vegetation remnants, in particular Kanuka, that exist on Council owned land between Lovetts Road and Scales Road be protected. To this end the Finance and Community Services Committee resolved on 26 March 2009 that the land vest as Scientific Reserve. The land is legally described as Section 1 SO 413870 being of an area of 11.3119 hectares. The Department of Conservation has now declared the land to be Scientific Reserve, by way of notice in the New Zealand Gazette on 7th May 2009.

Furthermore, the Council will enter into an agreement with the Ashburton branch of the Royal Forest & Bird Protection Society of NZ to occupy and manage this land through a License to Occupy, (yet to be signed) and a Management Plan that has been prepared by the Society and approved by the Councils' Property Manager.

6.4 STATUTORY IMPLICATIONS

The Reserves Act 1977 empowers the Council to act in this matter.

6.5 OPTIONS AND RISKS CONSIDERED

There are several options available to the Council, being:-

1. Do nothing and have the scientific reserve remain un-named, or
2. Resolve to name the reserve the Harris Family Scientific Reserve, or
3. Resolve to name the reserve the Harris Scientific Reserve, or
4. Resolve to name the reserve after another person or family that has contributed to the District in an appropriate manner.

6.6 STRATEGIC LINKS

Long Term Council Community Plan Outcome 2: Natural and developed environments are sustained for the enjoyment of current and future generations

6.7 CONSULTATION

The Reserves Act requires consultation prior to entering into a Management Plan for a Reserve; however no consultation has been carried out concerning the naming of this reserve.

6.8 FINANCIAL IMPLICATIONS

The recommendation will result in the need to erect a sign on the boundary of the reserve; the actual cost of such a sign is unknown at this time and would be funded from the approved Parks & Reserves Budget.

Prepared By:

J McKENZIE
Environmental Services Manager

Approved by:

B LESTER
Chief Executive

7. ACTIVITY REPORTS

INTRODUCTION

Managers of the Environmental Services Department have been involved in budget preparation during late December and January, with the internal budget deadline of 29 January 2010 able to be met for all work areas within the department. Estimating future levels of business activity for the next financial year will be challenging. The New Year will see the department dealing with some significant issues such as notification of the Proposed District Plan and re-accreditation as a Building Consent Authority.

7.1 FINANCIAL VARIANCE REPORT

The Environmental Services variance report to 30 November 2009 is attached. **Page 27**

7.2 BUILDING SERVICES

7.2.1 Staff

During the last quarter of the year a number of staff were away for training in various areas.

- Two staff members were away for two days for training on issues relating to accessibility for people with disabilities.
- One Building Official attended a four day fire training course
- Building Services Manager attended a one day forum on the fencing of swimming pools.

7.2.2 Building Consents

The number of building consents issued during 2009 was 1003. This is a decrease of 300 building consents, or approximately 24%, from the previous year. The number of applications received for the year was 962; this is a decrease of 300 applications, or approximately 26%, from the previous year. The table below shows the monthly breakdown for the last quarter of the year.

Month	Building Consents Received	Building Consents Issued	% Processed within 20 Days	Inspections Carried Out
October	73	53	92%	311
November	79	101	62%	319
December	57	87	70%	365

(Note: as of 21 January 2010 there were 44 BC's issued and 43 received for a value of approx. \$5m)

Building consent data and activity graphs are attached.

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7.2.3 Building Consent Processing Times

During the month of November processing times suffered a decline in applications processed within the 20 day timeframe. These numbers increased for December and for January are at 90% (as of 22/01). The department is still out sourcing approximately 20% per month on average to our contractor.

7.2.4 Project Information Memoranda (PIM's)

During the month of November there were three applications for a stand alone PIM and one for the month of December. All PIMS were processed within the 20 day statutory timeframe.

7.2.5 Inspection Times

Customers are currently waiting 3-5 days for a scheduled inspection. This is directly relative to staff being away on training, leave and sick days.

7.2.6 Certificates of Acceptance

There have been three new applications for a COA for work done without a building consent.

7.2.7 BCA Accreditation

The Council's application for reassessment has sent off to International Accreditation New Zealand (IANZ) and indications are that the information provided is acceptable. IANZ assessors will be in house the last week in February for our on site assessment. As per statutory requirements this will be an on going process every two years where the building consent authority (BCA) will be assessed on their adherence to procedures and regulations.

7.2.8 Legislative Changes

Last year the Building Act 2004 was amended by the Building Amendment Act 2009 and some of these changes are coming into effect over the next few months. Legislative changes that will have the greatest effect are national multiple-use approvals, a project information memorandum voluntary, and simple housing designs. These changes and some of their affects are explained in an accompanying document.

7.3 BUILDING AMENDMENT ACT 2009 AND ITS EFFECTS

The Building Amendment Act 2009 came into force on 1 August 2009. It phases in three specific initiatives to reduce compliance requirements under the Building Act 2004 and improve the efficiency of the building consent process. The Act has the following amendments:

- **Project Information Memoranda**

The Building Act 2004 currently requires a Project Information Memoranda (PIM) to be obtained before a building consent can be issued. From 31 January 2010, a PIM will no longer be compulsory if the building consent authority is also the territorial authority.

However, the voluntary nature of a PIM is unlikely to materially reduce the processing required for a building consent. Territorial authorities will still need to obtain and consider the same information as is currently required for a PIM in order to process building consent applications.

A building consent without a PIM will be charged on an hourly basis for processing which will be added to the building consent costs. The Council is reviewing other options to keep costs at a similar level as they are currently.

- **National Multiple-Use Approvals**

A new regime for dealing with National Multiple-Use (NMU) approvals will come into force in 1 February 2010.

A NMU approval will effectively be a form of pre-approval that a particular building or dwelling design complies with the building code and can therefore be replicated nationally. Applications for NMU approvals will be considered by the Chief Executive of the Department of Building and Housing.

The holder of an NMU approval will still need to apply for a building consent prior to carrying out building work. However, consideration of the application will be limited to site-specific matters (eg the state of the land) and district plan/RMA issues.

The NMU approval of the building design is intended to reduce the processing times for building consent applications at a local level, and this is reflected by a reduction in the processing timeframe from 20 to 10 working days.

Due to processing timeframes, any application consisting of a NMU approved plan will either have to be jumped to the front of the queue or an additional processing stream will be required. Either way there will be staffing issues to be able to meet the statutory time frame requirements. It is estimated that between 40% and 60% of the applications received could be NMU approved in the district. These buildings will include garages, sheds, and volume builders who build repeated designs.

- **Minor variations to building consents**

An Order in Council has also introduced a change to the procedure for dealing with applications for a “minor variation” to a building consent. A “minor variation” will be minor modifications, additions or variations to a building consent. A “minor variation” will be minor modifications, additions or variations to a building consent as specified in future regulations.

This issue will have little or no effect at ADC. Currently we use the DBH guidelines for variations and amendments and amendments are addressed on a weekly basis, not the twenty day timeframe as allowed by the Building Act 2004. It has been our understanding of the building process and the needs of the customer that a timely process in this area keeps problems to a minimum.

- **Additional Changes**

In addition to the changes brought about by the Building Act Amendment 2009, there is to be a complete review of the Building Act 2004 during 2010 with implemented changes to come into affect early 2011. It is not known yet what changes might come about or how they will affect the Council and our customers. The Council will be making a submission during the review process either individually or as part of a group.

7.4 PLANNING

7.4.1 Plan Changes

- **Plan Change 9 – G & A McPhail (Trevors Rd) Private Plan Change**

A hearing on the Trevors Road Private Plan Change was held on Tuesday, 24 November 2009. A decision will follow soon.

- **Plan Change 10 – Areas of Significant Conservation Value (Group 2 sites) Plan Change**

A hearing on the ASCV Plan was held on Friday, 18 December 2009. This follows site visits by the Council’s staff and consultants, and discussions with submitters to address issues raised in submissions and further submissions. A decision will follow shortly.

Plan Change 11. Carters Estate Private Plan Change

The period for further submissions ended on 27 November 2009. Six submissions and one further submission were received with a hearing scheduled for 10 February 2010.

Plan Change 12 – Village Green Private Plan Change (John Skevington and Jo Ruane)

The period for further submissions ended on 27 November 2009. Forty four submissions and five further submissions were received with a hearing scheduled for 2 March 2010. Mr Bob Batty of Planit & Associates has been appointed as an Independent Hearings Commissioner.

7.4.2 Resource Consent Applications

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Current Applications

- **Proposed Ashburton Art Gallery & Museum**

The Council as applicant has responded to the request for further information and a pre-hearing meeting will be arranged with an independent facilitator. This provides an opportunity for the Planning Authority to address issues raised by submitters before the Hearing and can reduce hearing time and complexity.

- **Aoraki Polytechnic**

The Polytechnic are proposing the addition of classrooms to the rear of the existing building at 37 Alford Forest Road and a car park at 47 Alford Forest Road. Submissions objecting to the proposals will be heard by a Panel on 19 February 2010.

Recent decisions

- **Methven Trotting Club – Subdivision consent**

Subdivision consent was granted on Friday 15 January 2010, for a staged subdivision of land to the south of Methven Trotting Club into 104 residential allotments, three recreation reserves, and a utility reserve for stormwater retention purposes.

The decision requires the applicant to vest three lots with the Council as open space for amenity and recreation purposes. This reflects the requirement in the District Plan for a reserve contribution in cash or land as a part of any subdivision within the residential, rural-residential and township zones.

The applicant proposed that land for stormwater retention be considered as open space and therefore a credit towards the reserve contribution they are required to provide. This was not accepted by the Panel. If the Council were to accept stormwater retention ponds as open space, an applicant could provide a larger than necessary area for stormwater retention in order to meet the requirement for reserves in the subdivision. This was considered to be double-dipping and to avoid developers putting forward similar proposals in the future, a policy is proposed, which will be presented to the Council for approval.

- **Lushington's café**

Resource consent was granted on 6 January 2010, for the establishment of a café and sale of giftware as part of the Lushington's Garden Centre at 5 Archibald Street. The café will be accommodated in a 75m² extension to the existing building with seating for 50 people. A hearing was held on 15 December, with the key issues raised by submitters being noise, traffic generation, parking, and the effect of the café on residential amenity and character.

- **Cairns Engineering**

Resource consent was granted on 6 January 2010, for machinery repairs and small scale manufacturing on Wheatstone Road, Flemington, a site zoned Rural B. A range of issues were raised by submitters concerned with the effects of the activity on the surrounding rural environment.

Issues arising

- **Irrigation ponds**

An issue raised has been the construction of irrigation ponds in areas of high flood risk, for example, on the river side of stop banks. A rule in the District Plan requires landowners to obtain resource consent if they are proposing an irrigation pond or other structure of more than 20m² within a high flood risk area, which staff will raise awareness of through the media.

- **General**

There was a fall in the number of resource consents applications received in December and as a result the number of decisions issued. However, it remains a busy time with hearings on the Trevors Road Private Plan Change and the Council's own Plan Change on Areas of Significant Conservation Value in November and December respectively, and three hearings proposed in February and March.

7.4.3 District Plan Review

Workshops were held with Councillors on 2 February, on issues arising in review of the District Plan. The review remains on course to be notified in the first half of 2010 with meetings proposed with key stakeholders over March/ April to discuss the draft District Plan.

7.4.4 Other Projects

- **Revitalisation of Baring Square**

At the last Town Centre Subcommittee meeting on 17 December, it was agreed that consultation on options for the revitalisation of Baring Square be extended until 29 January 2010. Display boards presenting the options have been in the arcade since 22 December and articles have appeared in the District Diary, the Guardian and the Courier, all of which has attracted a significant amount of interest.

The outcomes of consultation including the options preferred by the Community will be reported to a future meeting of the Town Centre subcommittee, when a preferred design will be recommended.

- **Harris Reserve**

As explained in the accompanying report forming part of this Agenda, a Kanuka reserve between Lovetts Road and Scales Road has been declared a Scientific reserve and is identified in the District Plan for its conservation value.

Following the next Environmental Services Committee meeting on 18 March, it is proposed that Councillors attend a ceremony to officially endorse the occupation and management of the reserve by the Royal Forest and Bird Protection Society. It is proposed that Forest and Bird, the QEII Trust and the Harris Family are also invited.

Further details will follow including arrangements for travel to and from the reserve.

7.4.5 Training

Over the latter part of 2009, and January 2010, the team has been trained in the use of the new Property CI database which is an upgrade to the existing Proclaim database that enables the processing and management of resource consent applications.

7.4.6 Discount Policy

As a part of the amendments to the Resource Management Act 1991, which took effect on 1 October 2009, the Council is required to adopt a policy on discounting resource consent fees where an application is not processed within the statutory timeframe required by the Act. The Crown has invited input before it formulates Regulations, an opportunity exists for the Committee to participate in this consultation before the deadline date of 5 February 2010.

A workshop is proposed immediately after the Committee meeting to discuss options for input on the Regulations relating to a discount policy, with details previously being circulated to Councillors. At a later date, it is likely that the Council will need to formulate policy on discounting; as such a budget provision will be made for this expenditure.

7.5 REGULATORY

7.5.1 Staff

All Regulatory Staff attended PROCLAIM upgrade training.

Amy Hughes, Adrian Humphries and Charlotte Spilman attended a Cyanobacter Workshop hosted by ECan.

7.5.2 Meetings

During the reporting period meetings were held with:

- NZ Police regarding enforcement issues.
- Medical Officer of Health and neighbouring territorial authorities on public health issues.

7.5.3 Environmental Health

Pages 50-53

• Food safety

Five new food premises have been inspected. Four have opened and the other will be opening soon.

During routine inspections three existing food premises were found to be operating below the required food safety standards. Action taken by the Environmental Health Officers to ensure public safety included seizure of food deemed to be unsafe, mandatory closure for cleaning and threat of closure. Two premises are now fully compliant and further work is ongoing in other.

Eight mobile shop licences and one Hawkers license were issued.

• Nuisances

- A total of 112 noise complaints were received; 21 noise directions were issued.
- 3 complaints about dangerous and insanitary buildings.
- 1 complaint about chemical odours.

- **Disease**

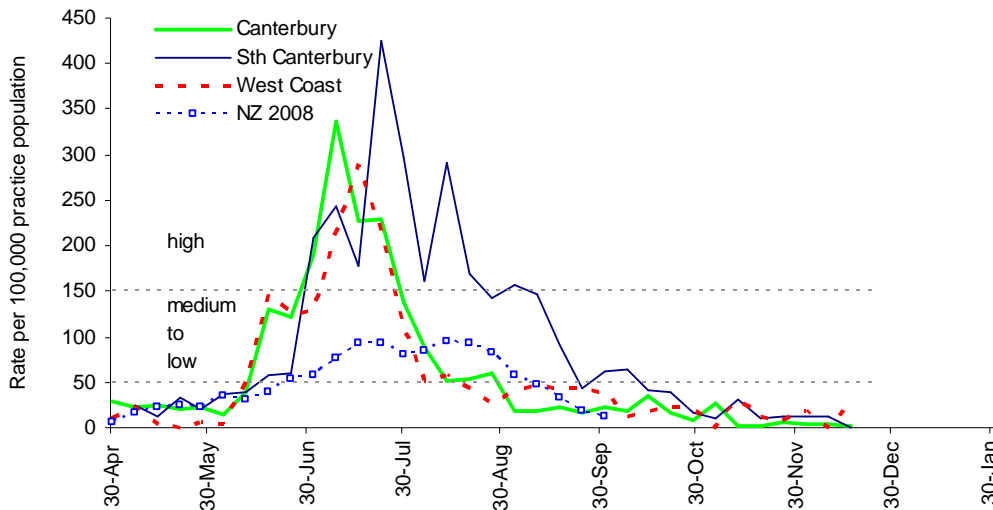
During the reporting period the following disease notifications were made from Ashburton to the District Health Board:

DISEASE	Number
Hepatitis A	2
Leptospirosis	5
Pertussis	1
Campylobacter	13
Salmonella	9
Measles	2
Yersiniosis	2

No notifications were passed on to Ashburton District Council for further investigation, hence it is assumed that no cases were found to be related and considered to be outbreaks.

Rates of Influenza-like Illness By Sentinel Practice Surveillance In The C&PH DHBs 2009

Summary graph of influenza-like illness surveillance by 15/23 Canterbury, (including 1/1 Ashburton), 6/7 South Canterbury and 7/8 West Coast sentinel medical centres for the week ending Thursday 17 December 2009, and for New Zealand 2008.



7.5.4 Water and Wastewater Monitoring

Flooding caused the issue of “boil water” notices to the users of the Montalto water supply; this took 5 days for the supply to clear. Otherwise, drinking water sampling indicated good results have been achieved across all public drinking water supplies in the District.

Monthly waste water monitoring is on target with no concerns reported.

7.5.5 General Inspections

In the reporting period, the following activities have been undertaken:

- **Building Act 2004**

Four building warrant of fitness audits have been carried out. A number of issues have been raised with building owners.

Work continues in conjunction with a large meat processing company to achieve compliance with their building.

- **Resource Management & District Planning**

Complaints have been received regarding a number of matters including signs, relocated buildings and breaches of the District Plan.

- An Infringement Notice was served under the RMA regarding an advertising caravan in the Rural A zone, this has been promptly paid.
- An Infringement Notice and an Abatement Notice had been served under the RMA regarding a domestic garage which had been converted into commercial storage and offices in the Rural A zone. The infringement has been paid and premises returned to its allowed use.
- An Abatement Notice has been served on a caravan park operating without the necessary Resource Consent. It is currently compliant and the site will be monitored to ensure it continues to be so.
- The removal of 4 unauthorized Advertising signs was requested and carried out.
- A number of sites are been monitored for their compliance with the District Plan, these are ongoing matters.

- **Regulatory**

Continuous monitoring of site's and calls from the public have lead to 14 infringements being issued for littering.

Four weeks cover has been provided while the Monitoring Officer has been away on annual leave.

7.5.6 Trade Waste

The following is reported:

- **Reviews**

Fifty completed reviews. One awaiting inspection. Fifty one in total.

- **Conditional Consents**

Thirty three conditional consents issued.

Routine inspections commenced - eight inspections completed with no issues.

- **Permitted Consents**

Three hundred and thirty three permitted consents issued.

Routine inspections commence at completion of conditional inspections.

7.5.7 Bylaw Compliance – overhanging vegetation

Seventy three situations indentified where action was required.

- **Results**

Nineteen Council related situations: 13 situations have been remedied, 6 are works in progress.

Fifty four landowner situations: 49 remedied and 5 awaiting re-inspection

7.5.8 Liquor Licensing

Pages 54-55

- **Boxing Day Races**

This event appeared to go well. A full report will be made by the Licensing Inspector later this month.

- **Monitoring**

Pro-active monitoring was carried out by the Licensing Inspector on two evenings in December. Some issues were identified which are being followed up. A full report will be made by the Licensing Inspector later this month.

7.5.9 Air Quality – Proposed Variation 15 to NRRP

Verbal update to be provided.

7.5.10 Animal Control

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- **Registration status:**

The annual breakdown is as follows:

Category - Known Dogs	Number
Dogs registered in 2008/ 2009	7038
New registrations	973
Total	8011
Category - Accounted for Dogs	
Dogs re-registered from 2008/2009	5779
Dogs reported dead from 2008/2009	710
Dogs reported as having left District from 2008/09	438
New Registrations	973
Total	7900
Total Dogs Not Accounted For	111
% of Known Dogs registered in 2009/2010	98.60%

- **Court Cases**

There is a court case coming up relating to an incident where two dogs attacked and killed a cat under the cat owner's house. Both dogs were seized and the owner agreed for them to be destroyed, there was previous history with these dog being unregistered.

- **Hearings**

One Hearing was held in January where the defendant pleaded guilty and ordered to pay fines and court costs. Another hearing due that day was adjourned until 9th February. Two other Hearings are scheduled to be held on that date.

- **Dog Control Act Infringement Notices**

Fifty seven infringement notices have been served in since 24 November 2009, making a total of 150 since 1 July 2009.

- **Impounding**

Forty six dogs have been impounded from 24 November to 20 January 2010.

- **Rehoming**

Five dogs have been re-homed direct to new owners between 24 November 2009 – 20 January 2010.

Three dogs have been destroyed following attacks on stock or domestic animal.

There have been four sheep attacks reported between 24 November 2009 – 20 January 2010. One was dealt with by the farmer who shot the dog; one dog was destroyed after killing stock - she was an abandoned and unregistered dog left behind by a former dairy farm employee. One was an unregistered dog owned by a dairy farm employee - this dog was destroyed by the owner. One case is unresolved as we have been unable to find the offending dogs.

- **Pro active monitoring**

In order to deal with a number of issues the animal control contractor has been instructed to target specific areas of the District for whole day visits. This continues to be effective in addressing dog control issues.

There has been a large increase in problem with dogs owned by transient dairy farm workers. These include wandering, stock attacks and failure to register dogs. The Council has been in contact with farming agencies to help address this issue.

- **Dog and stock control reports**

The reports for November and December 2009 are attached.

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J McKENZIE
Environmental Services Manager

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 2/26/1 cc 0510-66
DATE: 4 February 2010
REPORT TO: Environmental Services Committee
FROM: Town Centre Subcommittee

8. TOWN CENTRE SUBCOMMITTEE

REPORT and MINUTES of a meeting of the **TOWN CENTRE SUBCOMMITTEE** held in the Council Chamber, 5 Baring Square West, Ashburton, on Thursday 17 December 2009, commencing at 10.35 am.

PRESENT: Councillors K Holmes (Chair); R Kilworth, J Sparks and J Kingsbury.

Also in attendance Councillor J Burgess; Environmental Services Manager, Senior District Planner, Roading & Street Services Manager, Parks Manager, Customer Services Manager and Committee Secretary.

Nik Kneale – Boffa Miskell.

APOLOGIES: Cr J Leadley and Mayor B O'Malley (absent at other meetings) **Sustained**

Confirmation of Minutes

“That the minutes of the Town Centre Subcommittee meeting held on 26 November 2009, be taken as read and confirmed.”

Kilworth/Sparks **Carried**

Matters Arising

Installation of parking meters – Cass / Burnett Streets

The Roading & Street Services Manager reported that meters from Tauranga have been received and are being programmed for installation.

2009 Allocation of Taxi Stands in Burnett Street

RECOMMENDATION TO COUNCIL

- “1. That two metered car parks on the north east side of Tancred St, at the north-west end of Tancred St be metered car parks of 60 minute duration.
2. That the two existing taxi stands either side of the alleyway on the south-east side of 161 Burnett St shall continue as taxi stands.”

Kingsbury/Sparks **Carried**

Ashburton Town Centre Concept Plan – Upgrade of Baring Square East

The Senior District Planner reported on the public consultation ‘open days’ held 28 and 30 November. Mr Stevenson said there has been useful feedback, however the process would have benefited if stakeholders had had more time. Additional publicity will be undertaken through the local media and noticeboards will be set up at strategic locations around town. It was noted that the District Diary also featured the proposed options.

Boffa Miskell have prepared estimates for one option, and the various treatments for implementation of that option. The Subcommittee's agreement was sought to incorporate funding into the 2010/11 annual plan.

Boffa Miskell consultant, Nik Kneale advised that feedback will continue to be assessed over the next month before deciding whether or not to hold another public open day. Mr Kneale said that approximately 40 people attended the market open day with a further 20-25 people on 30 November.

Referring to the noticeboards, it was reported that a number of locations around town will be trialled. M Stevenson will contact owner of the Arcade and the Manager of the Event Centre to seek their agreement for publicity displays at those sites.

Mr Kneale said that the current indicators show preference for Concept B for Baring Square East, and the overall Concept 2, with the community also favouring the idea of widening the north / south pathway in Baring Square West to link with the new Arts Centre building. There is support for retaining more trees along the western side of Baring Square West.

Strong comment has also been received on the lack of garden area shown in the Baring Square East scheme. Mr Kneale explained that the lack of garden detail is an omission as it is intended to have trees, raised garden planters etc. . Within Baring Square West, seating options have been included in the central area, however some of the feedback suggests a preference for seating to be placed around the perimeter of the square.

The Environmental Services Manager expressed his reservations about having too much garden in the square. He believes the main problem currently is the lack of sight lines and that the garden development will need to take this, and issues of security, into account.

Nik Kneale gave assurance that the general principles around planting in public spaces will be applied, for example height restrictions.

Assurance was also sought that there will be sufficient room and appropriate seating around the cenotaph for Anzac services.

Clarification was sought on what the garden will consist of, noting that parks and open spaces are usually predominantly green areas.

Mr Kneale said that there has not been a strong indication from the public on how the garden should be formed and that will be the next stage of the design. Initial feedback has shown a preference for temporary kiosks facing into the square. Feedback is also being sought on whether permanent kiosks are wanted. (There is some resistance to the idea of private ownership of public spaces). There is also strong support for using Baring Square East as a venue for events – eg markets, festivals, outdoor cinema.

The Mayor attended the meeting at 10.56 am.

In discussion on the way in which stormwater will be managed the Roading & Street Services Manager spoke about a recent report on a system of interlocking blocks which allow water to flow through. Mr Robertson said that this is an effective stormwater disposal option and one that will be considered as part of the detailed investigation.

It was noted that new public toilets have not been included in the design options with the view that the existing East Street toilets are readily accessible.

Mr Kneale reported that feedback is also being sought on the existing water feature. To date, most are asking for it to be removed, citing safety as an issue, and although there has been no clear direction given on what type of water feature would be preferred, there are indicators that a replacement of some type is required.

The pedestrian rail bridge, while not part of the overall concept, has been included to get a direction from the community with many in favour of the bridge being extended across the highway. The option of relocating the bridge closer to the squares is a possibility once it is in Council ownership. Concerns that the bridge may not comply with the Building Act would need to be addressed through significant upgrade.

Cost Options

Mr Kneale presented cost options based on three levels of quality (minimal, medium and premium treatments). He explained that the costings have a number of variables, primarily relating to quality of (for example) paving, lighting, street furniture. It was noted that utility and planting costs would have less variables.

The Roothing & Street Services Manager advised that some roading costs could be sourced from the Roothing, rather than the Town Centre, account. This will be established and reported through the Council's budget process.

The treatment options are –

Minimum	\$1.6m (\$160/m ²)
Medium	\$2.5m (\$250/m ²)
Premium	\$3.2m (\$320/m ²)

Each of these options has \$265K budgeted for additional items – ie clean and tidy the three memorials (\$5K), clean and tidy the clock tower (\$10K) and a new water feature (\$250K). A 10% contingency has been recommended.

The Subcommittee discussed possible funding partnerships, such as establishing a 'civic amenities estate fund'. The concept of a joint Council / contractor / community project was also discussed.

The Senior District Planner recommended that the \$2.5m option be included in the budget and annual plan process. The Subcommittee heard that budgeting for a 'medium' treatment will allow flexibility - ie consideration could be given to using a mixture of higher and lower quality paving. D Robertson referred to the Balrazie stone (from the Rakaia Gorge) which has been used in the Methven town square to provide some contrast with the brick pavers.

Mr Stevenson said that overall design options include designs for Baring Square West, but the budget does not allow for detailed design work of Baring Square West. However, the delivery of improvements for Baring Square West could still be achieved in conjunction with Baring Square East.

Mr Kneale advised that potential changes to the roadway around Baring Square West have cost implications too, and assuming the Art Centre goes ahead, any road work could be programmed to take place at the same time. M Stevenson will include an estimate in the annual plan for this upgrade.

Mr Kneale believes that if both squares are included in the \$2.5m, it is likely that around \$500-750K would be spent on Baring Square West which would result in a minimum treatment for the total project – ie lower quality but a greater area serviced.

Mr Robertson said that the concept for Baring Square West hasn't been well developed yet. Mr Robertson suggested that the focus at this stage be on Baring Square East.

M Stevenson said that both east and west squares are being looked at in terms of concepts only.

D Robertson also said that asset depreciation will have to be shown. He explained that if the product is deemed to have a specific lifetime, eg a cheaper surface that wears quickly, then funding over 10 years for replacement would be budgeted.

The Subcommittee supported the inclusion of a figure in the Annual Plan for the upgrade of both squares, reflecting the indicative sum of \$2.5 million suggested for a medium level of treatment in Baring Square East. However, this needs to be amended to reflect funding coming from other budgets

- “1. That the Town Centre Subcommittee approves an extension to the period for consultation until 29 January 2010, on the future upgrade of Baring Square East and broad scale options for Baring Squares East and West, to provide greater opportunity for public input to the process.
2. That the Town Centre Subcommittee approves in principle the inclusion of the proposed upgrade to Baring East in the Annual Plan process, while recognising that the approval for funding of this project is subject to decision-making through the Annual Plan process.”

Kilworth/Sparks

Carried

The meeting concluded at 11.48 pm.

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 6/8/1
DATE: 4 February 2010
REPORT TO: Environmental Services Committee
FROM: District Licensing Agency
SUBJECT: Unconfirmed Minutes of Meeting – 3/12/09

9. ASHBURTON DISTRICT LICENSING AGENCY

MINUTES of a meeting of the **ASHBURTON DISTRICT LICENSING AGENCY** held on Thursday 3 December, 2009, in Meeting Room 2, 5 Baring Square West, Ashburton, commencing at 9.30 am.

PRESENT: Councillors J Burgess (Chair); J Kingsbury, P Reveley and J Sparks; S Newton (Community Public Health) and Senior Sergeant G Russell (Police).

In attendance; Crs Leadley and Brown; A Humphries (Regulatory Manager), A Batcheler (Licensing Inspector), J McKenzie (Environmental Services Manager), and J Naylor (Community Services Officer).

Also in attendance; Michelle Kelly (Methven Golf Club) and Linton Muir (Ashburton Squash Club).

APOLOGIES: J Rollinson (Licensing Secretary).

Confirmation of Minutes – 10 September 2009

"That the minutes of the Ashburton District Licensing Agency meeting held on Thursday 10 September 2009, be taken as read and confirmed."

Sparks/ Kingsbury **Carried**

Matters Arising

Liquor ban signage

Mr Humphries advised the Agency that if any further liquor ban signage is required, please let him know.

Reports

"That the Reports be received"

Kingsbury/Sparks **Carried**

Licensing Inspector's Report

Club Licence renewals

Some Clubs are reducing hours to fit with the Ashburton District Liquor Licensing policy. A Batcheler said she is giving clubs the policy and asking them to review their hours in accordance with the policy. If they do, they will be entitled to come along and speak to DLA with their requests to extend licensing hours outside of policy hours.

Methven Golf Club

Michelle Kelly addressed the committee. She reported that the Golf Club has a range of activities throughout the week for members. She is requesting extended hours to cover them for all occasions throughout the year i.e one annual champagne breakfast starting at 9am.

The committee questioned if they could apply for a special licence for special events and Michelle reported that they preferred to avoid the additional costs associated with this.

Over the summer months, the Club has Twilight Golf in which members often do not arrive at the clubhouse until 8-9pm. The Club often has bands playing on Saturday nights . The committee enquired as to how often in the past year, the club had been serving alcohol until 1am. Michelle replied that they had not had one occasion this year. Cr Reveley questioned if they were looking to seek hours to cover all eventualities for the year to avoid applying for the special licences. Michelle agreed that that was the ideal outcome for them.

Snr Sgt Russell was asked to comment on whether there have been any problems associated with extended hours on the past. He reported that there had not been. Cr Burgess said that each case needs to be assessed on its own merits and past records.

A Batcheler said the committee needed to look at the principle activity of the club and to allow reasonable time after for socialising.

Michelle reiterated that it was not an intense drinking establishment and several members at the meeting agreed that it was a well run club.

The committee requested time to reconsider the request and informed Michelle that she would be advised when a decision had been made.

Ashburton Squash Club

Linton Muir advised that committee that during the summer the Club operates a Summer League, primarily on Tuesday evenings. Their Winter League runs on Tuesday, Wednesday and Thursday evenings, with some players finishing their games after 11pm. He reported that the Club wished to extend their licence to midnight.

The Club also has 3 -4 tournaments per year running over Friday and Saturday.

Linton said he was not concerned with the bar shutting at midnight.

Snr Sgt Russell asked if the licence could reflect different hours over different months. A Batcheler said she believed that is how it used to work but was considered to be confusing. She also said that she was concerned that she may have misrepresented the club with their Saturday hours. After discussion, the proposed hours on Saturdays were changed to 12pm mid day – 12am midnight.

“That the hours for the Ashburton Squash Club approved be:

Monday	5pm – 10pm
Tuesday to Saturday	12pm – 12am
Sunday	2pm – 7pm”.

Kingsbury / Sparks

Carried

Michelle Kelly and Linton Muir left the meeting

Police Report

Senior Sergeant Russell presented his report, as attached.

Planning is under way for Boxing Day races.

A Humphries asked if there are figures on arrests from Methven Rodeo and Snr Sgt Russell said figures appear to be down.

Cr Brown asked if they were targeting premises. Snr Sgt Russell reported that relying on intoxicated persons to tell you where they have been drinking does not always provide accurate information. He explained that a lot of problems come from private dwellings.

There continues to be high levels of concern with the extreme climb in numbers drink driving. Approx of 70% of alcohol is consumed in the private home. Snr Sgt Russell said he was impressed with licensed premises in Ashburton.

A Batcheler asked where we can go with the rodeo problems. Snr Sgt Russell not prepared to comment until he has read the reports.

Public Health Report

Sue Newton presented a verbal report.

Credit to Tinwald Tavern during the Undy 500. Sue went along with Alison about 2pm. Some small issues of intoxication but those inside the premises were really well behaved.

Cr Sparks congratulated the Police. She said she was breathalysed 5 times that day on the way to Dunedin. Impressed with way the police were handling people.

Rodeo went well. Behaviour in car park improved. Continually walked around car park and camping ground to monitor situation, and did not notice a huge issue with underagers.

Methven Golf Club

The committee returned to issue of the Methven Golf Club. Further discussions were held.

“That the hours of the Methven Golf Club approved be:

Monday and Tuesday	10am – 10pm
Sunday and Wednesday	10am – 11pm
Thursday, Friday, Saturday	10am – 12am midnight”.

Kingsbury/Sparks

Carried

Next Meeting

The next meeting of the District Licensing Agency will be held in February 2010, with the date to be confirmed after Council’s 2010 meeting schedule is adopted.

The meeting concluded at 10.34am.