



# Ashburton District Council

## AGENDA

A MEETING of the ASHBURTON DISTRICT COUNCIL  
will be held as follows:

**Date:** Thursday 23 September 2010

**Venue:** Council Chamber  
5 Baring Square West  
Ashburton

**Time:** 1.30 pm

### MEMBERS:

His Worship the Mayor, M B O'Malley  
Cr R C Beavan  
Cr N A Brown  
Cr I J Burgess  
Cr J A Everest  
Cr K L Holmes  
Cr R J Kilworth  
Cr J A Kingsbury  
Cr L J Leadley  
Cr K W P Lowe  
Cr P W Reveley  
Cr J Sparks  
Cr B A Tasker

B LESTER  
Chief Executive

17 September 2010

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# AGENDA

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	Page
<b>1 APOLOGIES</b>	
<b>OPENING PRAYER</b>	
– Rev Peter Taylor – Ashburton Methodist Church	
<b>2 NOTIFICATION OF EXTRAORDINARY BUSINESS</b>	
<b>3 CONFIRMATION OF MINUTES</b>	
3.1 Council Meeting – 12 August 2010	1
3.2 Extraordinary Council Meeting – 26 August 2010	7
3.3 Matters Arising from Minutes	
<b>4 REPORTS</b>	
4.1 Mayor	8
4.2 Chief Executive	10
4.3 <b>Operations Committee — 26 August 2010</b>	11
— Recommendation <i>Receive minutes of meeting</i>	12
— Recommendation <i>Carry-over 2009-10 funding</i>	
4.4 <b>Environmental Services Committee — 2 September 2010</b>	17
— Recommendation <i>Receive Minutes of Meeting</i>	
4.5 <b>Finance and Community Services Committee — 9 September 2010</b>	21
— Recommendation <i>Receive Minutes of Meeting</i>	
— Recommendation <i>Ashburton District Sport &amp; Recreation Strategy 2010</i>	22
— Recommendation <i>Arts &amp; Culture Subcommittee Terms of Reference &amp; Policy</i>	
4.6 <b>Adoption of the Transportation Procurement Strategy</b>	27
4.7 <b>Closure of Stockwater Race – Maronan Road</b>	30
4.8 <b>Closure of Stockwater Race – Hinds Highway</b>	34
4.9 <b>Water Subcommittee Meeting – 26/08/10</b>	38
4.10 <b>Late Submissions to Proposed District Plan</b>	42
4.11 <b>Leaky Residential Buildings Package</b>	45
4.12 <b>Youth Council – 7/09/10</b>	57

Cont'd

<b>4.13</b>	<b>Tinwald Domain Management Plan</b>	<i>To be circulated</i>	60a – 60d
<b>4.14</b>	<b>Proposed Aquatic / Stadium Complex Site</b>	<i>To be circulated</i>	61a – 62
<b>4.15</b>	<b>Council Grant Scheme 2010-11</b>	<i>To be circulated</i>	63 - 66
<b>4.16</b>	<b>Heritage Grant Scheme 2010-11</b>	<i>To be circulated</i>	67 – 68
<b>4.17</b>	<b>Creative Communities Assessment Committee 17/09/10</b>	<i>To be circulated</i>	69 - 70

## **5 BUSINESS TRANSACTED WITH THE PUBLIC EXCLUDED**

<b>5.1</b>	<b>Confirmation of Minutes</b>		<b>71</b>
<b>5.1.1</b>	<b>Council Meeting – 12/08/10</b>		
	• Art Gallery & Museum	7(2)(h) Commercial activities	
	• Property matters	7(2)(h) Commercial activities	
	• Ashburton Business Estate	7(2)(h) Commercial activities	
<b>5.1.2</b>	<b>Extraordinary Council Meeting – 26/08/10</b>		<b>74</b>
	• Canterbury Water Management Strategy	7(2)(a) Protection privacy natural persons	
<b>5.1.3</b>	<b>Operations Committee – 26/08/10</b>		<b>75</b>
	• Contract AM-AD10	7(2)(h) Commercial activities	
	• Provision of professional services for water services department		
<b>5.1.4</b>	<b>Finance &amp; Community Services Committee – 9/09/10</b>		<b>76</b>
	• Property Matters	Section 7(2)(h) Commercial activities	
	• Methven Medical Centre	Section 7(2)(h) Commercial activities	
	• Ashburton Airport Subcommittee	Section 7(2)(h) Commercial activities	
	• Lake Hood Properties	Section 7(2)(h) Commercial activities	
	• Property Matter	Section 7(2)(h) Commercial activities	
	• Rangitata Mouth Camping Ground	Section 7(2)(h) Commercial activities	
<b>5.2</b>	<b>Tender Award – C585 – physical works for minor township maintenance, Methven 2010-11 – 2011-12</b>		<b>79</b>
	Section 7(2)(h) Commercial activities		
<b>5.3</b>	<b>Tender Award – C592 – Resealing and pre seal repairs 2010-11</b>		<b>82</b>
	Section 7(2)(h) Commercial activities		
<b>5.4</b>	<b>Ashburton Contracting Limited Board Appointments</b>		<b>86</b>
	Section 7(2)(i) Protection of privacy of natural persons		
<b>5.5</b>	<b>Ashburton Business Estate – Rail Relocation</b>		<b>87</b>
	Section 7(2)(i) Conduct of negotiations		
<b>5.6</b>	<b>Ashburton Business Estate Update</b>		<b>90</b>
	Section 7(2)(i) Conduct of negotiations		

### **Timetable**

<b>1.30 pm</b>	<b>Meeting commences OPENING PRAYER</b>
<b>2.45 pm</b>	<b>Afternoon tea</b>

17 September 2010

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 1/3/1  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Mayor

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### 4.1. MAYOR'S REPORT

#### 4.1.1 CALENDAR

Some of the meetings and functions I have attended since reporting to the last Council meeting on 12 August 2010 ---

- 13 Aug Met with Jamie Dalziel  
Met with Chairman and Manager of ACL Ltd  
Attended meeting at Methven Heritage Centre
- 16 Aug Attended Regional Transport Committee meeting  
Attended Methven Community Board meeting  
Attended Ashburton Budgetary Advice AGM  
Attended Mayfield Rural Fire Service AGM
- 17 Aug Chaired Ashburton Business Estate Project Board meeting  
Attended CWMS Zone Committee Assessment meeting
- 18 Aug Met with representatives of Ryall Bush Transport Ltd  
Attended Ashburton Community Water Trust meeting  
Attended meeting at NZ Sock Company
- 19 Aug Attended CWMS Zone Committee Appointments meeting  
Visited Mrs Upritchard on occasion of her 100<sup>th</sup> birthday at Rosebank  
Attended Seniors Centre Trust meeting
- 20 Aug Attended Blessing Ceremony at Methven Heritage Centre
- 22 Aug Hosted Ashburton Civic Music Council Concert at St Stephen's Church
- 24 Aug Welcomed Christchurch School of Medicine Students to the District  
Attended Stadium Working Group meeting  
Attended ACL Liaison Group meeting
- 25 Aug Met with Mark Yaxley, NZTA  
Guest speaker at Ladies Probus Club  
Attended Central/Local Government Forum on Infrastructure, Wellington
- 27 Aug Met with representative from N Z Post re health & safety issue  
Attended Ashburton Hearing Association Luncheon and quarterly meeting
- 29 Aug Attended Canterbury Mayoral Forum Dinner, Christchurch
- 30 Aug Attended Canterbury Mayoral Forum in Christchurch  
Met with Labour MP Ruth Dyson  
Attended Ashburton Rural Fire Service AGM
- 31 Aug Presented Certificates to Polytechnic Graduates
- 1 Sept Attending meeting at Ashburton New Life Centre  
Met with On Track consultant  
Took part in Canterbury Economic Development telephone conference call meeting  
Attended Electricity Ashburton AGM

- 2 Sept Hosted Mr Tanaka and others from Japan, at ADC
- 3 Sept Met with Chairman and Manager of ACL
- 6 Sept Met with ECan Commissioner David Bedford  
Met with petition organisers re ECan Clean Air  
Met with two Ashburton College students re a school film project
- 7 Sept Attended Year 13 Forum at Ashburton College  
Officially opened Salmon World, Rakaia
- 8 Sept Met with Manager, Sport Mid-Canterbury  
Visited Elderly Pensioner Housing units with Cr Burgess  
Attended Stadium Working Group meeting
- 10 Sept Hosted Adult Learners Group and presented Certificates  
Welcomed participants at Official Launch CWMS Zone Committee  
Visited Methven re earthquake
- 11 Sept Took part in Bullrush Chocolates record chocolate making event  
Attended Mid-Canterbury Rugby Union event and game to acknowledge World Cup 2011
- 13 Sept Attended Ashburton Resource Centre Trust meeting
- 14 Sept Chaired Ashburton Business Estate Project Board meeting  
Presented Certificates to Ashburton YMCA graduates  
Visited Ethel Malcolm on occasion of her 105<sup>th</sup> birthday at Coldstream
- 15 Sept Attended RDR Management Ltd Directors' Meeting  
Attended RDR Management Ltd AGM
- 16 Sept Attended Ashburton Art Gallery AGM
- 17 Sept Chaired CWMS Steering Group meeting, Christchurch  
Chaired Ashburton District Health Committee meeting
- 19 Sept Attended New Resident thank you function
- 20 Sept Attended Methven Community Board meeting
- 21 Sept Presentation to RMA Conference on CWMS Issues  
Guest speaker at Ashburton Rotary Club on CWMS Issues
- 22 Sept Attended Ashburton Alzheimers' Group function  
Attended Stadium Working Group meeting
- 23 Sept Opened Ashburton Woodturners & Potters Combined Exhibition

The Deputy Mayor attended the following events deputising for Mayor O'Malley

- 30 Aug AGM of Ashburton Resource Centre
- 3 Sept Presented trophies at Secondary Schools Hockey Tournament
- 9 Sept Attended earthquake meeting at Darfield High School

**M B O'MALLEY**  
**Mayor**

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 1/3/3  
DATE: 23 September 2010  
REPORT TO: Council Meeting  
FROM: Chief Executive

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### 4.2 CHIEF EXECUTIVE'S REPORT

#### 4.2.1 INDUSTRY TRAINING AWARDS

Along with the Mayor and a number of Councillors, I attended the Industry Training Awards on 11 August 2010. It was pleasing to see two of our Parks staff, Mike O'Callaghan and Elizabeth Brown, receive awards associated with their trades. A number of ACL staff also received further trade qualifications.

#### 4.2.2 CANTERBURY SCHOOL OF MEDICINE STUDENTS

Canterbury Medical students again visited the district during the week beginning 24 August. Presentations were given by myself, Mr Adrian Humphries and Mr Don Geddes after a welcome by the Mayor. There appeared to be more local students this year (Canterbury), and they asked many questions.

#### 4.2.3 ASHBURTON BUSINESS ESTATE FORUM

A second Forum was held on 24 August aimed at professional advisers. The final attendance was disappointing, however it was a very informative session for those who participated.

#### 4.2.4 CANTERBURY WATER MANAGEMENT STRATEGY

This is progressing with work programmes around policy continuing and the implementation beginning through the set up of Zone and Regional Committees.

A Forum on Aquifer Recharge Concepts was held at ECan on 1 September which was well attended. Analysis of overseas projects was undertaken, and a case study based on the Central Plains scheme undertaken at high level. My summary is that where storage options are limited, this could well be feasible, however I believe we have better options to explore first. My comments are based on the recovery rate (estimated at 80%) and the high energy requirement (storage at 200 metres).

#### 4.2.5 MAYORAL FORUM

The Forum met on 17 September, primarily to be updated on the Water Strategy progress and implementation. The targets have been refined and will be reported back to Councils for ratification. The changes are relatively minor.

The Regional Committee was endorsed with the inclusion of an independent Chairman.

Dame Margaret Bazley advised that the Commissioners had provided a programme to the Government for their work programme.

Retiring Mayors' contribution was acknowledged:

Kevin Heays (Kaikoura), Gary Jackson (Hurunui), John O'Neill (Mackenzie)

#### **4.2.6 EARTHQUAKE RESPONSE**

This has continued to the week ending 17 September 2010. Within the district, some 200 properties have been assessed (22 buildings still to be inspected). Of these, 6 have received red stickers, 36 have received yellow stickers 149 have received green stickers. 84 chimneys been inspected.

Support has continued to be provided to Waimakariri (EOC Management) and Selwyn (Stockwater). With the movement to recovery, we will work directly with the affected Council on the availability of local contractors. We are also working with local real estate agents to identify available storage/business premises.

**B LESTER**  
**Chief Executive**

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 0510 26 01  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Roading and Street Services Manager  
SUBJECT: Transportation Procurement Strategy

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### 4.6 ADOPTION OF THE TRANSPORTATION PROCUREMENT STRATEGY

#### 4.6.1 SUMMARY

Council is an “Approved Organisation” as defined in the Land Transport Management Act 2003 (and amendments) (LTMA). As an approved organisation Council is eligible for New Zealand Transport Agency (NZTA) funding assistance for qualifying transportation activities carried out within the Ashburton district.

In order to continue to qualify for this financial assistance, the LTMA requires that Council prepares and adopts a procurement strategy for transportation activities which must then be “endorsed” by NZTA.

NZTA have issued a new procurement manual to replace the old CPP manual and the Council procurement strategy must set out the plan on how it intends to engage service providers for work activities in the transportation area. These procedures must comply with the NZTA Procurement Manual, and are to be adopted by Council prior to end of September 2010. Failure to have the strategy in place may put at risk the ability of Council to receive NZTA subsidy funding.

The draft ADC Transportation Procurement Strategy has been endorsed in principle by NZTA and is attached.

#### 4.6.2 RECOMMENDATION

“That Council adopts the Ashburton District Council Transportation Procurement Strategy”
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#### 4.6.3 BACKGROUND

Council has used the NZTA Competitive Pricing Procedures (CPP) to procure the services of contractors and other service providers to carry out transportation work in the district. Compliance with this manual was required for all activities where NZTA subsidy funding would be requested. In 2009, NZTA issued a new procurement manual that all approved organisations are required to use when engaging service providers to carry out subsidised transportation activities. Under the LTMA Council is required to have an adopted procurement strategy which sets out how Council will engage service providers to deliver its proposed transportation programme for the period 2010/2011 to 2012/2013.

The strategy identifies the proposed delivery model (staged delivery), the process to be followed for supplier selection for each activity, and the work activities that will be carried out over the next three years.

While the procurement manual is an update from the old CPP manual, it also allows Council to set its own proposed strategy to secure suppliers, as long as procedures generally comply with the new procurement manual. The new manual procedures are very similar to the old CPP manual, but have been improved to increase the focus on obtaining value for money when engaging service providers for subsidised land transport activities.

Under the procurement strategy, the two main procedures planned to be used are:

- Lowest price tender evaluation method
- Price/quality tender evaluation method (as used in the solid waste management contract)

We also can use the shared risk delivery model for more complex activities.

The procurement manual sets out in detail how we identified the delivery model and the supplier selection process for each activity. It is a requirement that Council formally adopts the proposed procurement strategy to ensure that Subsidy funding is not impeded.

The draft ADC Transportation Procurement Strategy has been reviewed by NZTA and they have made some minor changes that have been amalgamated into the final draft strategy. NZTA's comment is as follows:

*"Overall the strategy is well considered and contains good analysis of your supplier markets. It makes appropriate decisions based on the scale and complexity of the programme in your district"*

The strategy is required to be reviewed at no longer than 3 yearly intervals.

At this stage the works programme for un-subsidised roading activities, community programmes (road safety) and footpaths have been included in this strategy. Whether this strategy will be used to encompass all other Council activities using the procurement manual procedures is a decision yet to be made. There is no compulsion for Council to do this however a consistent approach to selecting delivery models and supplier selection methods would be advantageous.

#### **4.6.4 OPTIONS & RISKS CONSIDERED**

The options available to Council are:

1. To adopt the ADC Transportation Procurement Strategy
2. To not adopt the ADC Transportation Procurement Strategy

**Option 1 is recommended.** If Council does not have a strategy in place by 30 September 2010, it may put at risk NZTA subsidy funding.

Council is required by the LTMA to use the NZTA Procurement Manual to secure the services for all works which are eligible to receive NZTA subsidy funding, and it is required to have in place a plan on how it plans to proceed with the transportation programme.

#### **4.6.5 STATUTORY IMPLICATIONS**

Council as an approved organisation must comply with the requirements of the Land Transport management Act 2003.

#### **4.6.6 CONSULTATION**

NZTA have reviewed the draft Transportation Strategy and have given their endorsement of the draft in principle.

The recommendation in this report has not been the subject of consultation with the wider community.

#### **4.6.7 STRATEGIC LINKS**

The recommendation in this report is consistent with the community outcomes and objectives included in the 2009/2019 Long Term Council Community Plan.

#### **4.6.8 FINANCIAL**

There are no specific financial implications arising from Council adopting this plan.

Prepared By:

B FAUTH  
**Roading & Street Services Manager**

Approved by:

R ROUSE  
**Operations Manager**

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: SK-AZ02  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Administration Officer  
SUBJECT: Closure of Stockwater Race – Maronan Road

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### 4.7 CLOSURE OF STOCKWATER RACE – MARONAN ROAD

#### 4.7.1 SUMMARY

Council initiated the special consultative procedure in July 2010, to proceed with the closure of a section of stockwater race commencing at a junction near Lismore Mayfield Road on RS 377845, running parallel to Maranon Road and terminating at a soak hole on Lot 1DP 350468 – a distance of approximately 4.5 kilometres.

The special consultative procedure has been completed with the Water Subcommittee having considered submissions on 26 August 2010.

The purpose of this report is to seek Council approval of the Subcommittee's recommendations.

#### 4.7.2 RECOMMENDATION FROM WATER SUBCOMMITTEE

"That Council approves closure of the stockwater race commencing at a junction near Lismore Mayfield Road on RS 377845, running parallel to Maranon Road and terminating at a soak hole on Lot 1 DP 350468 – Council staff to discuss alternatives with affected property owner."

#### 4.7.3 BACKGROUND

This race was nominated for closure by a property owner presently serviced by the subject race.

In September 2009 a standard letter and survey form was forwarded to all concerned property owners for an indication of support for closure of this race. The results of this survey and consultation are summarised in the consultation section of this report. A plan showing the location of the race is appended to this report.

The results indicated one property opposed to closure. The reasons given by the party opposing the closure are:

- Stock use
- Fire fighting

At this point, consideration is given to whether the property (where the property owner opposes closure) has a cost effective alternative to the water race network.

Preliminary investigations indicate that the property owner opposed to the closure has a 'cost effective' alternative to the open stockwater race. On 29 June 2010, Council accepted the following recommendation:

*"That the special consultative procedure be commenced to close the stockwater race commencing at a junction near Lismore Mayfield Road on RS 377845, running parallel to Maranon Road and terminating at a soak hole on Lot 1 DP 350468."*

The special consultative procedure was commenced with letter, map, a summary of the statement of proposal and submission form sent to all affected parties. The proposal was publicly notified and submissions closed on Wednesday, 11 August 2010.

Two submissions were received, with both wishing to be heard. Hearings and the deliberation on the proposal took place on 26 August 2010.

#### **4.7.4 OPTIONS AND RISKS CONSIDERED**

The Council has two options.

##### Option 1 – Retain the Status Quo

Race is retained. Council will be obligated to maintain a service on this system. Property owners will continue to be required to maintain the races traversing their properties.

##### *Risks*

None identified

##### Option 2 – Race Closure

Race is closed in accordance with proposal consulted on through special consultation procedure.

##### *Risks*

None identified.

#### **4.7.5 STATUTORY IMPLICATIONS**

Local Government Act 2002.

If race closure was to be progressed, the mechanism will be in accordance with the Special Consultative Procedure as outlined in Section 83 of the Local Government Act 2002.

#### **4.7.6 STRATEGIC LINKS**

The recommendations contained in this report are consistent with Outcomes and Strategic Objectives outlined in the LTTCP. In particular;

**Outcome 1: A thriving and diverse local economy that provides the foundation for a quality lifestyle.**

*Strategic Objective – Our community has access to quality infrastructure (roading, water, footpaths, wastewater, and storm water) that is efficient and reliable (Priority Objective).*

**Outcome 2: Natural and developed environments are sustained for the enjoyment of current and future generations.**

*Strategic Objective – Water, land and air are managed sustainably (Priority Objective).*

#### **4.7.7 CONSULTATION**

A survey was carried out to establish whether this stockwater race was still required for stockwater purposes. The covering letter and survey forms were sent out to all property owners on the affected race section in September 2009.

The final results of the consultation process are set out in the table below:

	<b>Total</b>	<b>Percentage</b>
Properties affected	5	
Surveys returned	5	100%
Supporting for Closure	4	80%
Opposition to Closure	1	20%

The high return rate of 100% provides confidence that the survey process represents the views of users on this race system.

It is considered that an alternative supply of stockwater can be provided by the property owners to each of their respective properties for less than \$10,000.

On 29 June 2010 Council accepted a recommendation to commence the special consultative procedure to close this section of race. The special consultative procedure was commenced with letter, map, a summary of the statement of proposal and submission form sent to affected property owners. The proposal was publicly notified and submissions closed on Wednesday, 11 August 2010.

Two submissions were received with both wishing to be heard. One submission was in support of closure and the other against.

The submissions were heard by the Water Subcommittee on 26 August 2010, with the deliberation on the same day. After consideration of the submissions received, the Water Subcommittee passed the following recommendation:

*“That Council approves closure of the stockwater race commencing from a junction near Lismore Mayfield Road on RS 377845 parallel to Maronan Road and terminating at a soak hole on Lot 1 LP 350468 - Council staff to discuss alternatives with affected property owner.”*

*Leadley/Tasker*

**Carried**

#### **4.7.8 FINANCIAL**

There are no financial implications arising from the recommendation contained in this report.

Prepared By:

Approved by:

JK CHAPMAN  
**Administration Officer**

RS ROUSE  
**Operations Manager**

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: SK-BB 02  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Administration Officer  
SUBJECT: Closure of Stockwater Race – Hinds Highway

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### 4.8 CLOSURE OF STOCKWATER RACE – HINDS HIGHWAY

#### 4.8.1 SUMMARY

A section of stockwater race commencing from a junction below Hinds Highway on Lot 2 DP 27690 to where it ceases at a soak hole on Lot 3 DP 67758 – a distance of approximately 570 metres, has been investigated for closure.

Full support has not been obtained.

#### 4.8.2 RECOMMENDATION FROM WATER SUBCOMMITTEE

"That the special consultative procedure be commenced to close the stockwater race running from below Hinds Highway on Lot 2 DP 27690 to where it ceases at a soak hole on Lot 3 DP 67758"

#### 4.8.3 BACKGROUND

This race was nominated for closure by a property owner presently serviced by the subject race.

In October 2009 a standard letter and survey form was forwarded to all concerned property owners for an indication of support for closure of this race. The results of this survey and consultation are summarised in the consultation section of this report. A plan showing the location of the race is appended to this report.

The results indicated two properties opposed to closure. The reasons given by the parties opposing the closure are:

- Stock use
- Fire fighting
- Emergency supply during adverse events

At this point, consideration is given to whether the properties (where the property owner/s oppose closure) have a cost-effective alternative to the water race network.

In this case investigations have confirmed that of the two opposing parties, both have groundwater bores and it is expected that they could provide for their stockwater requirements within the \$10,000 threshold.

#### 4.8.4 OPTIONS AND RISKS CONSIDERED

The Council has two options.

##### Option 1 – Retain the Status Quo

Race is retained. Council will be obligated to maintain a service on this system. Property owners will continue to be required to maintain the races traversing their properties.

*Risks*

None identified

Option 2 – Progress Race Closure through SCP

The special consultative procedure (SCP) is commenced to close the race. This approach is considered to be consistent with Council's closure guidelines.

*Risks*

May be challenged through the SCP process and result in an inability to close the race.

Our preferred option is **Option 2**. This option is consistent with Council's stockwater race closure guidelines.

#### 4.8.5 STRATEGIC LINKS

The recommendations contained in this report are consistent with Outcomes and Strategic Objectives outlined in the LTTCP. In particular;

**Outcome 1: A thriving and diverse local economy that provides the foundation for a quality lifestyle.**

*Strategic Objective – Our community has access to quality infrastructure (roading, water, footpaths, wastewater, and storm water) that is efficient and reliable (Priority Objective).*

**Outcome 2: Natural and developed environments are sustained for the enjoyment of current and future generations.**

*Strategic Objective – Water, land and air are managed sustainably (Priority Objective).*

#### 4.8.6 CONSULTATION

A survey was carried out to establish whether this stockwater race was still required for stockwater purposes. The covering letter and survey forms were sent out to all property owners on the affected race section in October 2009.

The final results of the consultation process are set out in the table below:

	<b>Total</b>	<b>Percentage</b>
Properties affected	4	
Surveys returned	4	100%
Supporting for Closure	2	50%
Opposition to Closure	2	50%

The return rate of 100% provides certainty that the survey process represents the views of users on this race system.

This report was the subject of consideration by the Water Subcommittee at the 26 August meeting. The Subcommittee support the recommendation.

The SCP provides an additional formal opportunity for affected property owners to make their views know.

#### 4.8.7 STATUTORY IMPLICATIONS

Local Government Act 2002

If race closure was to be progressed, the mechanism will be in accordance with the Special Consultative Procedure as outlined in Section 83 of the Local Government Act 2002. The SCP is reproduced below-:

- (1) *Where this Act or any other enactment requires a local authority to use or adopt the special consultative procedure, that local authority must—*
  - (a) *prepare—*
    - (i) *a statement of proposal; and*
    - (ii) *a summary of the information contained in the statement of proposal (which summary must comply with [section 89](#)); and*
  - (b) *include the statement of proposal on the agenda for a meeting of the local authority; and*
  - (c) *make the statement of proposal available for public inspection at—*
    - (i) *the principal public office of the local authority; and*
    - (ii) *such other places as the local authority considers necessary in order to provide all ratepayers and residents of the district with reasonable access to that statement; and*
  - (d) *distribute in accordance with [section 89\(c\)](#) the summary of the information contained in the statement of proposal; and*
  - (e) *give public notice, and such other notice as the local authority considers appropriate, of the proposal and the consultation being undertaken; and*
  - (f) *include in the public notice a statement about how persons interested in the proposal—*
    - (i) *may obtain the summary of information about the proposal; and*
    - (ii) *may inspect the full proposal; and*
  - (g) *include in the public notice a statement of the period within which submissions on the proposal may be made to the local authority; and*
  - (h) *ensure that any person who makes a submission on the proposal within that period—*
    - (i) *is sent a written notice acknowledging receipt of that person's submission; and*
    - (ii) *is given a reasonable opportunity to be heard by the local authority (if that person so requests); and*
  - (i) *ensure that the notice given to a person under paragraph (h)(i) contains information—*
    - (i) *advising that person of that person's opportunity to be heard; and*
    - (ii) *explaining how that person may exercise that person's opportunity to be heard; and*
  - (j) *ensure that, except as otherwise provided by [Part 7](#) of the Local Government Official Information and Meetings Act 1987, every meeting at which submissions are heard or at which the local authority, community board, or committee deliberates on the proposal is open to the public; and*
  - (k) *subject to the [Local Government Official Information and Meetings Act 1987](#), make all written submissions on the proposal available to the public.*
- (2) *The period specified in the statement included under subsection (1)(g) must be a period of not less than 1 month beginning with the date of the first publication of the public notice.*
- (3) *This section does not prevent a local authority from requesting or considering, before making a decision, comment or advice from an officer of the local authority or any other person in respect of the proposal or any submission or both.*

#### **4.8.8 FINANCIAL**

There are no financial implications arising from the recommendation contained in this report.

**K CHAPMAN**  
**Administration Officer**

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 0500-07-07  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Water Subcommittee  
SUBJECT: Minutes of Meeting – 26/08/10 (unconfirmed)

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### 4.9 WATER SUBCOMMITTEE

**REPORT** and **MINUTES** of the **WATER SUBCOMMITTEE** meeting held in Council Chamber, on Thursday 26 August 2010, commencing at 9.30 am.

**PRESENT:** Councillors J Leadley (Chair); N Brown, P Reveley, B Tasker and J Everest (late)  
In attendance Councillors K Holmes, R Kilworth, J Burgess, Water Services Manager, Administration Officer and Senior Water Ranger,

**APOLOGY:** Cr K Lowe **Carried**

#### *Confirmation of Minutes – 23/7/2010*

"That the minutes of the Water Subcommittee meeting held on Friday 23 July 2010, be taken as read and confirmed."  
Brown/Everest **Carried**

#### *Matters Arising*

##### Winchmore Water Supply

Water Services Manager reported that Mr R Curd has spoken to majority of affected community. General feeling is that they would like to explore taking scheme over. Community holding meeting on 31<sup>st</sup> August at 11am with Council representatives to attend.

##### Tinwald Bore

Will be discussed at Operations Meeting this afternoon.

##### Hinds Domain Water Meter

Water Services Manager reported that Domain Board representatives are working with Water Services staff to expose pipes at which stage water meters will be installed. Domain representatives have isolated areas of domain with no leakages. This should be completed in the next few days.

##### Mayfield Water Supply

Will be discussed at Operations Meeting this afternoon.

##### SK-AP Barrhill/Rakaia Stockwater Race Closure

Water Services Manager reported that Council have received a request for information under the Public Information Act.

Cr Leadley noted that staff need to be aware of the time constraints put on the recommendation and ensure these are met.

### ***SK-AZ Maronan Road Stockwater Race Closure***

Hearings were held at 9.40am and 9.50am, from submitters both in support and against the race closure.

General discussion followed. If another two storage tanks of 30,000 litres each were put in, there would be plenty of water storage and a supply for stockwater for the property opposed. Property already has troughs, therefore would just be required to install extra pipeline. Tanks would cost approx. \$3,500 each – under the \$10,000 threshold of the policy.

Cr Kilworth asked if could defer decision until the property is sold, as going on the market in October?

Cr Leadley and Water Services Manager – Need to make a decision today as part of statutory process. Could make a decision to leave race open and re-visit it at a later date. This would require the SCP process to start all over again.

General feeling is that there are alternatives for this property and the race could be closed.

### **RECOMMENDATION TO COUNCIL**

“That Council approves closure of the stockwater race commencing from a junction near Lismore Mayfield Road on RS 377845 parallel to Maronan Road and terminating at a soak hole on Lot 1 LP 350468. Council staff to discuss alternatives with affected property owner.”

Leadley/Tasker

**Carried**

### ***SK-AW Winchmore (Pole Road – Rakaia Highway) Stockwater Race Closure***

Senior Water Ranger reported on background to the race closure. He confirmed that after further investigation, it was identified that three affected properties do not have an alternative supply for under the \$10,000 threshold. Two of these properties do not have a power supply.

“That closure of the stockwater race commencing from a junction on the Somerton Main on Lot 1 DP 71779, flowing to below Hepburns Road on Lot 1 DP 5248, terminating at a soak hole, is not progressed at this time.”

Tasker/Reveley

**Carried**

No report is required for this recommendation. Letters will be sent out notifying affected parties of the Subcommittee decision, explaining reason closure could not go ahead.

### ***SK-BB Hinds Highway Stockwater Race Closure***

Senior Water Ranger reported on background to the race closure and has spoken to the two property owners opposed to the closure.

## RECOMMENDATION TO COUNCIL

"That the special consultative procedure be commenced to close the stockwater race running from below Hinds Highway on Lot 2 DP 27690 to where it ceases at a soak hole on Lot 3 DP 67758"

Tasker/Everest

**Carried**

### *Correspondence*

The Water Services Manager reported that a letter has been received by Council regarding an invoice that is overdue for payment. This correspondence was addressed to 'Water Services Committee' and replied to by the Water Services Manager. Cr Tasker was contacted by the letter writer, with concerns that the Subcommittee had not seen the letter. The Water Services Manager explained the background in relation to the invoice and subsequent letter. Other property owners have had invoices for the same reasons and all have been required to pay. Staff are confident that Council procedures are being followed and the customer is still required to pay the outstanding account.

Cr Tasker requested that the questions on his letter be responded to – may be able to use portions of the relevant report that went to Council.

Councillors supported the Water Services Manager in his response to the letter, and supported staff decisions and actions.

"That Water Subcommittee endorse action taken by Water Services Manager and Council continue to seek payment of the outstanding account."

Leadley/Brown

**Carried**

### *General Business*

#### *Stockwater Race Closure Policy– Review*

The Water Services Manager circulated 'Draft' flowchart of closure process/procedure.

It was hoped that draft procedure could be confirmed by Subcommittee. This would enable staff to follow up with the development of policy statements.

Water Services Manager proceeded through flowchart, explaining how the process worked and how in some areas changes have been made which are intended to reduce the requirement for report through subcommittee.

Threshold is likely to be more than the \$20,000 initially thought but this still has to be worked through. Senior Water Ranger explained that may look at having a process with current prices to enable staff to work out the costs for an alternative supply. Discussion regarding if size of property depends on size of threshold, but this will be taken into consideration as part of the process.

Cr Everest asked if size of property is an indication of how much property owners can afford for alternatives? This is not the case at the moment.

Cr Tasker recommended that Council consult with Federated Farmers. Federated Farmers will not cater for small holding owners as is more focused on the larger farms.

Cr Tasker reported that after speaking to Cr Lowe, he was concerned that races north of Ashburton to the Rakaia River be kept open and running for other reasons eg. bees etc.

Discussion followed - instead of keeping races open, look into options of ensuring taps are put onto piped schemes for access to water if necessary and for emergencies.

"That the Water Services Manager and Water Services staff progress the development of a revised race closure policy in accordance with the flow chart procedure."

Tasker/Everest

**Carried**

### ***Acton Irrigation Scheme Update***

Cr Brown reported that the Acton Irrigation Scheme is progressing well - finishing off fish screens. The main race is completed. Intake work is nearly complete - working on drop structures.

Water programmed to turn on, on 11<sup>th</sup> September, with 2 cumecs planned to be flowing on 14 September. May put water in buffer ponds if full amount not required.

Scheme running on time and to budget. Covers an area of 6,000ha.

The meeting concluded at 12.00 pm.

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO:  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Senior District Planner  
SUBJECT: Waiver of Late submissions

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### 4.10 LATE SUBMISSIONS TO PROPOSED DISTRICT PLAN

#### 4.10.1 SUMMARY

The purpose of this report is for the Council to consider approval to waive compliance with the time limit for making submissions on the Proposed District Plan pursuant to Section 37 of the Resource Management Act 1991, in respect of 9 late submissions.

#### 4.10.2 RECOMMENDATION

"1. Pursuant to Section 37 of the Resource Management Act 1991, Council approves the waiver of compliance with the time limit for lodging submissions on the Proposed District Plan in respect of the submissions made by -

- Royal Forest and Bird Protection Society of New Zealand, PO Box 2516, Christchurch (Received 20th June 2010)
- A McLeod, 726 Rangitata Terrace RD5, Ashburton 7775 (Received 21st June 2010)
- A Graham and K Twickett, 417 Scales Road RD8, Ashburton 7778 (Received 21st June 2010)
- AG Grant, 830 Mitcham Road RD2, Ashburton, 7772 (Received 21st June 2010)
- NK Salter Surveying Limited, PO Box 453, Ashburton 7740 (Received 25th June 2010)
- K Boekholt, PO Box 123, Methven 7730 (Received 23rd July 2010)
- KJ and RK Mackenzie, C/- White Fox and Jones (Received 28th July 2010)
- Redson Corporation Holdings Limited, C/- Anderson Lloyd Lawyers (Received 6<sup>th</sup> August 2010)
- Rooney Holdings Limited, C/- Anderson Lloyd Lawyers (Received 2nd September 2010)."

#### 4.10.3 BACKGROUND

The Resource Management Act provides for a period of at least 40 working days for submissions on a Proposed District Plan (Clause 5)(3)(a) of Schedule 1). The Proposed District Plan was publicly notified on the 21st April with the period for submissions ending on 18 June 2010.

The Council received over 650 submissions, 9 of which were received after 18 June 2010.

Section 37(1)(b) of the Act allows the consent authority to waive a failure to comply with a requirement under the Act including the time limit for submissions (Clause 5, Part 1 of the Resource Management Act 1991) for those who filed a late submission.

Section 37A of the Act states that the Council must taken into account the following matters in waiving a failure to comply with a requirement under the Act -

- (a) the interests of any person who, in its opinion, may be directly affected by the extension or waiver; and*
- (b) the interests of the community in achieving adequate assessment of the effects of a proposal, policy statement, or plan; and*
- (c) its duty under section 21 to avoid unreasonable delay.*

It is considered the only persons directly affected by the waiver are the late submitters themselves.

There may be persons who may have made a submission but did not on the basis that the period for submissions has ended. However, the onus is on the public to either contact the Council regarding their ability to lodge a submission or to lodge a late submission. These persons are therefore not considered to be directly affected.

The interests of the community are unlikely to be affected by the acceptance of these late submissions.

With regard to section 37A (c) the acceptance of late submissions will not cause unreasonable delays. The Council has not notified the summary of decisions sought in submissions for further submissions in accordance with Clause 8, Part I of the RMA and the opportunity therefore still exists for further submissions to be made on those submissions received after the statutory deadline. Also given the number of submissions received and the time taken to summarise these submissions, the Council has not been in a position to proceed further. It can therefore be concluded that the receipt of late submissions has not caused unreasonable delay.

If the Council were to accept the 9 late submissions it would enable the issues raised to be considered in the assessment of the Proposed District Plan. This includes the opportunity for other persons to make a further submission on the late submissions together with any other submissions received within the statutory timeframe.

#### **4.10.4 OPTIONS & RISKS CONSIDERED**

The options are as follows -

1. Council waives the failure to comply with the requirements under the Act and the late submissions are accepted for the purpose of notifying decisions sought for further submissions and the process that follows.
2. Council does not waive the failure to comply with the requirements under the Act and the late submissions are not accepted. This option would remove the late submissions from consideration as part of the District Plan review process and remove the opportunity for consideration of issues raised in these late submissions. This would not be normal practice amongst Councils throughout New Zealand and could potentially lead to legal action against the Council and associated costs.

#### **4.10.5 STATUTORY IMPLICATIONS**

The Resource Management Act provides the legislative framework for the review of the Council's District Plan and the Act prescribes minimum requirements for the Council. Sections 37 and 37A of the Act allows a waiver of compliance with a time limit including the statutory timeframe prescribed by the Council for submissions to be lodged on the Proposed District Plan.

#### 4.10.6 CONSULTATION

The Council is only required to notify those directly affected of a waiver under Section 37 of the Act. There are not considered to be persons who may be directly affected and this requirement therefore does not apply. However, a second round of consultation when further submissions are called for on the decisions sought will enable certain persons and groups to make comments on the late submissions received.

#### 4.10.7 STRATEGIC LINKS

The following Community Outcomes from the LTCCP are relevant;-

***Outcome 1: A thriving and diverse local economy that provides the foundation for a quality lifestyle***

*Ashburton District has a growing population enjoying a high quality of life.*

***Outcome 2: Natural and developed environments are sustained for the enjoyment of current and future generations***

*Our towns and rural areas are developed in ways that respect the local environment and meet the needs of the community.*

***Outcome 3: A community with a strong sense of identity and heritage, which welcomes new residents and encourages diversity***

*Our district has a strong sense of identity and people who participate in community life.*

*Ashburton District is a community that attracts and retains new residents.*

*Our community recognises and preserves the cultural and social heritage of our district.*

***Outcome 6: A community with access to a variety of cultural, recreational and heritage experiences and facilities that enrich our quality of life***

*Cultural, recreational and heritage facilities are maintained and developed to meet Community needs. (Priority)*

*Cultural, recreational and heritage experiences and facilities are accessible to the community and actively used.*

#### 4.10.8 FINANCIAL

The Council's acceptance of late submissions that raise issues not addressed in other submissions results in potential costs associated with the process including time of staff and the Hearings panel addressing the submissions. However, these costs are budgeted for as part of the District Plan Review and is not reason to not waive the requirement under the Act for those submissions received late.

Prepared By:

M STEVENSON  
Senior District Planner

Approved by:

J MCKENZIE  
Environmental Services Manager

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 1/3/3  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Chief Executive  
SUBJECT: Leaky Residential Buildings Package

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### 4.11 LEAKY RESIDENTIAL BUILDINGS PACKAGE

#### 4.11.1 SUMMARY

The Government, along with city councils have developed the assistance package to provide a more timely and cost effective process in dealing with this issue.

This was reported to Council in June of this year. After discussion with staff, we indicated support for the proposal in concept.

While this is not a major issue in our district and we continue to have insurance cover for this issue, if a claim were to be made, we have an excess of \$50,000. To exceed this under the package proposal would require a successful claim (costs/repairs) to be in excess of \$200,000. Given the nature of our residential buildings, this is considered to be extremely unlikely.

Under the current scenario, if there was to be a successful claim, Council's cost as often being "the last man standing" could be in excess of 25%.

Central Government's assistance finally recognises their responsibility through legislating for private certifiers and the ineffectiveness of the Building Industries Authority which was quickly wound up.

Government has asked for a response by 8 October 2010.

#### 4.11.2 RECOMMENDATION

- |  |
|--|
| <ol style="list-style-type: none"><li>1. That the Ashburton District Council agrees to accept the Financial Assistance Package for Owners of Leaky Homes.</li><li>2. That the Chief Executive be delegated authority to sign up to the package if the supporting legislation is passed."</li></ol> |
|--|

#### 4.11.3 BACKGROUND

Supplementary information on the Financial Assistance Package is attached. Earlier discussion with Council has been around the concept. More details have now been developed. Key points to note are:

- The ten year time period will still apply (WHRS Act 2006)
- last date for applications is 29 February 2016
- Dwellings already covered by a settlement cannot re-apply
- No territorial authority contribution if established legal precedent shows that the t/a is not liable, t/a did not inspect or issue code of compliance certificates, coded of compliance certificates issued at request of DBH, partial codes of compliance issued only dwellings signed off by private certifiers.

There are not considered to be any major risks or benefits to the Council, the scheme does enable a simpler and effective remedy for home owners. It does not affect their rights against their suppliers.

#### **4.11.4 OPTIONS & RISKS CONSIDERED**

1. That Council supports the package (recommended).
2. That Council does not support the package (status quo)

#### **4.11.5 STATUTORY IMPLICATIONS**

LTCCP amendment. The question is whether opting in gives rise to an amendment to the LTCCP. This could arise on two issues, firstly the matter of significance, secondly does this give rise to a new activity / change in service delivery.

On the first point, the cost of this is not seen as significant. The potential for a liability already exists.

Dealing with these issues is not a new activity, but part an existing function (Building regulatory).

In essence, the Council has "constrained choice" in responding to any claims. This concept applies across the board.

#### **4.11.6 CONSULTATION**

The package has been discussed with building, regulatory and administration staff. The recommendation is supported.

#### **4.11.7 STRATEGIC LINKS**

Not applicable. Refer 5 above.

#### **4.11.8 FINANCIAL**

This is not considered to increase financial costs to the Council. No Additional budgetary provisions are required.

#### **4.11.9 RISKS**

As mentioned above, risks (if any) already exist. The scheme has a time period for claims. As this is a no-liability package, it is likely to be outside current insurance cover. This cover does however have an excess of \$50,000.

Prepared By:

**B LESTER**  
**Chief Executive**

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 1/1/13/1  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Youth Council  
SUBJECT: Unconfirmed Minutes of Meeting – 7 September 2010

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### 4.12 YOUTH COUNCIL



**MINUTES** of a meeting of the **ASHBURTON YOUTH COUNCIL** held on Tuesday, 7 September 2010, in Council Chambers, Ashburton District Council, commencing at 5.36 pm.

**PRESENT:** Luke Howden (Chair), Nick Evans, Izzy Ferguson, Courtney Holmes, Tara Jopson, George McDonald, Olivia Quinn, Miller Scott, Stacey Smith, Blair Stevenson.

Also in attendance Cr Robin Kilworth, Cr Jac Sparks, Manager Democracy & Community Services, and Community Services Officer (minutes) and one member of the public.

**APOLOGIES:** Sara Kircher, Jazzlyn Leonard, Shama Putaranui, Sam Ruck, Blair Stevenson (lateness), Caitlin Warwood, Cr Jac Sparks (lateness)

**Sustained**

#### *Welcome to new members*

*Luke welcomed Courtney Holmes (Yr 12) and Miller Scott (Yr 11) as representatives from Mt Hutt College to the meeting. All attendees briefly introduced themselves.*

*Blair attended the meeting 5:39pm  
Cr Sparks attended the meeting at 5:40pm*

#### *Minutes*

##### Amendment

Council sittings are not genuine debates; they are a forum for the representation of views and opinions. Is this to be a debate or a representation of views?  
Amend this to “*Council sittings are a forum for the representation of views and opinions. Is this to be a debate or a representation of views?*”

“That the minutes of the Ashburton Youth Council meeting held on Tuesday 3 August 2010, be amended and confirmed.”

Stacey/Blair

**Carried**

#### *Matters Arising*

##### **Youth Forum on Cultural Diversity**

Caitlin and Luke were unable to attend the Forum. Ashburton did not send any representatives.

### **Speaking to Mt Hutt College**

Two Youth Councillors spoke to Mt Hutt College senior assembly about the Youth Council and Base Café. They will speak to the junior assembly on Thursday 9 September.

### ***Matters for Discussion***

#### **Meeting Procedure**

Ashburton District Council's Manager of Democracy and Community Services attended the meeting and provided the Youth Council members with an informative presentation about how to run meetings (attached to minutes).

Action: The CSO will email members prior to agenda to ask for any reports.

Formulate "Ground Rules"

Cr Kilworth reinforced that that any decisions made are the responsibility of the entire meeting and should not be reported outside of the meeting as not being an individual's decision.

#### **"Council Sitting"**

Following the information gained following the last meeting, the Youth Council questioned whether to proceed. Cr Kilworth said that the Youth Council needs to be addressing the people that are going to be making the decisions. Therefore it may be best to wait until after the election.

Mr Rollinson agreed that it was best delayed, and weekends are not appropriate.

Cr Kilworth suggested that the topic of the Scholarship may be a good idea for a topic for discussion as this is a new initiative to Council.

"That the "Council Sitting be deferred until further notice"

Izzy/Tara

**Carried**

#### **Wearable Arts**

Tara gave a summary of Wearable Arts progress

- 6 weeks until event (16 October)
- Ashburton Intermediate has approx 15 entries
- Two confirmed entries at Ashburton College but more likely.
- Mrs Julie Brawley has been confirmed as the Fashion Judge.

Luke reported that staging could be sought for \$50 donation from Operatic Society.

Lighting/sound is more likely to be approx \$100 rather than the budgeted \$200.

Cr Sparks confirmed Dr Jane Malthus as the Art Judge.

Jo has confirmed Sheryl Stevens as the Environmental Judge.

Stacey's suggestions for Supreme Prize

- Hanmer Springs Pamper pack \$295 for two people in 4 star hotel
- Hanmer Springs Family escape \$319 for 2 adults and 2 children
- Airfares and accommodation to Wellington may be a little pricey
- Cr Sparks suggested trip to Nelson and entry to WOW museum

Category winners

- \$50 vouchers from varying retail outlets etc
- Ipod, camera?
- Izzy reported that some retail outlets are willing to donate prizes. Will get back to them when she knows the requirements.

*Cr Kilworth left the meeting at 6:35pm*  
*Stacey left the meeting at 6:38pm.*  
*John Rollinson left the meeting at 6:39pm.*  
*Courtney left the meeting at 6:39pm.*  
*Blair left the meeting at 6:43pm.*

The meeting closed at 6:46pm due to lack of quorum.

Informal discussions held at close of meeting.

**Keep Ashburton Beautiful**

Izzy outlined the meeting she attended. Main focus is litter and graffiti but would like to focus on making Ashburton beautiful ie putting up tree lights.

**Scholarship**

To be deferred till next meeting as no quorum.

***Next Meeting***

The next meeting of the Ashburton Youth Council will be held on Tuesday 5 October 2010, in Council Chamber.

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 9/21/17 Project  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Community Planning Manager  
SUBJECT: Tinwald Domain Management Plan

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### 4.13 TINWALD DOMAIN – DEVELOPMENT OF A RESERVE MANAGEMENT PLAN

#### 4.13.1 SUMMARY

This report seeks Council approval for a reserve management plan to be prepared for the Tinwald Domain and for funding to be allocated to enable this project to be undertaken.

The Reserves Act 1977 (section 41) requires that the administering body of a recreation reserve prepares a management plan that meets the requirements of that section.

Preparation of a reserve management plan is a Council responsibility as the reserve is vested in Council.

#### 4.13.2 RECOMMENDATION

- “1. That Council agrees to the preparation of a Reserve Management Plan for the Tinwald Domain that meets the requirements of section 41 of the Reserves Act 1977.
2. That the Reserve Management Plan preparation be undertaken as a Council project, in consultation with the Tinwald Reserve Board.
3. That Council agrees to funding of up to \$15,000 from the reserve contribution account for preparation of the Plan.”

#### 4.13.3 BACKGROUND

##### Legislative requirements

Since 1999 the Tinwald Domain has been vested in the Ashburton District Council. Prior to this the Council was simply appointed to control and manage the land on behalf of the Crown.

The Reserves Act 1977 (section 41) requires that the administering body of a recreation reserve prepares a management plan that meets the requirements of that section. The legislation requires the following process be used in preparing a management plan:

- Public notice be given of the intention to prepare a management plan.
- Persons and organizations with an interest be invited to provide written suggestions on the proposed plan.
- That these suggestions be given full consideration in preparing a management plan.
- That a draft management plan to be prepared which is then made available to the community for consultation.
- The consultation must provide a period of at least two months for interested parties to object to or comment on the draft plan.

Preparation of a reserve management plan is considered to be a Council responsibility as the reserve is vested in Council.

### **Purpose of the reserve management plan**

The Reserves Act 1977 (section 41(3)) states “the management plan shall provide for and ensure the use, enjoyment, maintenance, protection and preservation, as the case may require, and, to the extent that the administering body’s resource permit, the development, as appropriate, of the reserve for the purposes for which it is classified, and shall incorporate and ensure compliance with the principles set out in sections 17 – 23 ...” of the Act.

The management plan has statutory standing and may include provisions which will enable the administering body (or a delegated body) to undertake periodic reviews of facilities. The management plan will therefore provide a mechanism to facilitate the preparation and implementation of a development plan which has no statutory standing on its own.

The Tinwald Reserve Board has, over the past three years, prepared a Development Plan to guide future development and use of the Tinwald Domain. The investment in the preparation of the Development Plan by the Tinwald Domain Board is approximately \$89,000. Without an approved reserve management plan being in place (that complies with the Reserves Act) the development plan has no standing.

### **Management Plan Preparation Process**

An indicative process outline is provided below. A detailed project plan will be drawn up as soon as possible.

1. Desk-top review of relevant legislation and approaches taken by other Council's and administering authorities.
2. Review of written suggestions received in response to the public notice advising of Council's intention to prepare a Reserve Management Plan.
3. Preparation of a draft Reserve Management Plan.
4. Workshop with Council.
5. Workshop with Tinwald Reserve Board.
6. Council approves the draft Plan for consultation.
7. Consultation process in accordance with the requirements of the Reserves Act 1977 [sec 41(5,6)].
8. Consider submissions and make changes as considered appropriate.
9. Council approves Reserve Management Plan.

### **Project Responsibilities**

The project is proposed to be managed by the Community Planning Manager with input and support from the Property Manager, Parks Manager and District Planner as required.

It is proposed that the preparation of the Plan be contracted out to an appropriate service provider with the Council’s community planning team contributing to the preparation of the plan where possible to ensure costs are minimised.

The community planning team will manage and undertake all consultation processes associated with the project with support from other staff where appropriate.

The process will need to recognise the Tinwald Reserve Board is the day to day manager of the reserve and will therefore need to provide appropriate opportunities for the Board to contribute to the preparation of the Plan.

Reporting will be to the Finance and Community Services Committee.

#### 4.13.4 OPTIONS & RISKS CONSIDERED

The only alternative option available is for Council not to undertake the preparation of a Reserve Management Plan. As preparation of a management plan is a statutory requirement this option is not considered viable.

Also, not preparing a management plan would risk undermining the investment the Tinwald Reserve Board has made in preparing a development plan (\$89,000 to date) and making it problematic for the Board to implement a development plan effectively.

#### 4.13.5 STATUTORY IMPLICATIONS

The Reserves Act 1977 (section 41) requires that the administering body of a recreation reserve prepares a management plan that meets the requirements of that section.

#### 4.13.6 CONSULTATION

The Reserves Act 1977 (section 41) details the consultation requirements for preparing a reserve management plan.

The legislation requires the following process be used (as a minimum) in preparing a management plan:

- Public notice be given of the intention to prepare a management plan.
- Persons and organizations with an interest be invited to provide written suggestions on the proposed plan.
- That these suggestions be given full consideration in preparing a management plan.
- That a draft management plan to be prepared which is then made available to the community for consultation.
- The consultation must provide a period of at least 2 months for interested parties to object to or comment on the draft plan.

The community planning team will manage and undertake all consultation processes associated with the project with support from other staff where appropriate.

A development plan will need to have its own consultation process separate from this process.

The Tinwald Reserve Board and the user-groups occupying land on the Tinwald Domain will be kept informed of the project and involved where appropriate. A letter will be sent to all parties as soon as possible advising of the process and how they can be involved.

#### 4.13.7 STRATEGIC LINKS

The preparation of a reserve management plan for the Tinwald Domain has linkages with community outcomes, specifically:

- ***Outcome 2: Natural and developed environments are sustained for the enjoyment of current and future generations***

a. *Water, land and air are managed sustainably (Priority Objective)*

b. *Towns and rural areas are developed in a way which enhances the local environment and meets the needs of the community (Priority Objective)*

- ***Outcome 6: A community with access to a variety of cultural, recreational and heritage experiences and facilities that enrich our quality of life***
  - a. Cultural, recreational and heritage experiences and facilities are accessible to the community and actively used
  - b. *Cultural, recreational and heritage facilities are maintained and developed to meet community needs (Priority Objective)*

#### **4.13.8 FINANCIAL IMPLICATIONS**

This project has not been budgeted for in the current financial year.

The budget for the project is estimated at \$15,000, made up of:

Consultancy fees – preparation of the management plan	\$10,000
Design and printing of consultation material	\$ 5,000

It is recommended the funding come from the Reserve Contribution account.

The District Plan identifies what financial contributions may be taken for and section 6.6.4.2 (c) reads in part ... “all reasonable associated costs incurred in providing the service or facility (including, but not limited to, and legal, survey, design and engineering costs and disbursements).

Section 6.6.4.6 of the District Plan describes the purpose of financial contributions towards the provision of land and/ or facilities for open space and recreation (what they can be applied to). This reads, “To provide land and/ or facilities for open space and recreation either within, or to serve, the subdivision or the site of the land use in the following ways:

- As new land and/ or facilities
- By upgrading existing land and/ or facilities
- By contributing to the cost actually incurred by Council in providing existing land and/ or facilities
- By contributing to the cost likely to be incurred by Council, within ten years of granting of the resource consent, in providing new land and/ or facilities

This project is considered to comply with section 6.6.4.6 – bullet points two and three.

#### **4.13.9 SIGNIFICANCE**

While the preparation of a reserve management plan has not been signalled in the Community Plan 2009-19 or the Annual Plan 2010/ 11 the decision is not regarded as significant due to the relatively minor (financial and utility) impact on the community.

The statutory consultation process required under the Reserves Act 1977 is considered to provide appropriate community consultation and involvement in the decision making processes associated with this project.

Prepared By:

G THOMAS  
**Community Planning Manager**

Approved By:

B LESTER  
**Chief Executive**

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: Project  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Community Planning Manager  
SUBJECT: Proposed Aquatic / Stadium Complex Site

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### 4.14 PROPOSED AQUATIC / STADIUM COMPLEX SITE

#### 4.14.1 SUMMARY

Council has proposed the River Terrace site as its preferred site for the planned Aquatic Centre and Indoor Stadium Complex. A community consultation process has been undertaken and Council has considered all submissions received. This report recommends Council adopts the River Terrace site for the planned Aquatic Centre and Indoor Stadium Complex.

#### 4.14.2 RECOMMENDATION

“That Council adopts the River Terrace site (sec 3 SO 20137) for the planned Aquatic Centre and Indoor Stadium complex; subject to resource consent being secured and satisfactory geotechnical assessments being received.”

#### 4.14.3 BACKGROUND

##### Site selection process

The Ashburton Stadium Complex Project Group has been delegated the task of identifying a preferred site for a new aquatic centre and indoor stadium in Ashburton. The project group began this task in December 2009 and has looked at a total of 27 sites throughout Ashburton.

On the basis of overall information considered the Project Group adopted a recommendation to Council at its meeting on the 21 June that the River Terrace site be recommended to Council as the preferred site for the new aquatic centre and indoor stadium complex.

Council adopted the River Terrace site as its preferred site, for the purpose of consultation, at its meeting of June 29 2010.

##### Site details

The site is located adjoining Smallbone Drive and River Terrace/ Alford Forest Road/ State Highway 77. The site is approximately 7.9 hectares with a further 0.6 hectares of special purpose reserve adjoining it. The aquatic centre and stadium facility is expected to have a total footprint, including landscaping and parking, of approximately 3.0 hectares – leaving approximately 5 hectares of the total site in green-space.

The site is recreation reserve vested in Council. Advice received from the Department of Conservation (email from Mr S. Sharman of the Canterbury Conservancy) is that there are no approvals required to use the site for the proposed purpose as long as Council owns the facility.

The site is currently zoned Rural A in the Ashburton District Council's District Plan. The reviewed District plan proposes the zoning to change to Open Space A. Under this zoning resource consent will be required for the facility.

A map of the site showing an indicative facility footprint is attached with this report.

### **Consultation process**

A consultation document was delivered to houses in the district as an insert in the Courier newspaper.

Open days were held at:

- Ashburton (Ashburton Library – approx. 50 attended)
- Rakaia (Rakaia Memorial Hall – approx. 20 attended)
- Methven (Heritage Centre – approx. 10 attended)

A scale model of the site and indicative facility was built and this proved a popular way of showing how the facility might look on the site. The model is also likely to be extremely useful for the Ashburton Stadium Complex Trust in its fundraising exercises.

In total 306 submissions were received. Of these 285 submissions were in support of the proposed site and 16 against, with 5 either undecided or not expressing a clear view one way or the other.

Of those who submitted against the site 4 are against the project regardless of the site, 3 have traffic concerns and 6 do not like the site either because of its location or because it is perceived as being unsuitable for heavy construction.

Council heard from six submitters who presented submissions in person. The hearings were held on 9 September.

Council deliberated on all submissions on 16 September.

### **Summary of Main Issues Raised in Submissions**

The consultation was on the site only at this stage; however, many submitters provided suggestions and views on a wider range of issues. Those issues and the advice provided to Council are included below.

#### **1. Geotechnical**

**Soil/ Substrata:** Several submitters made comments regarding the suitability of the site due to it being on old river bed. These concerns have been taken into account in the site selection process and preliminary advice is that there will not be any problems in this regard that would render the site unusable, but that there may be a need to incorporate mitigation measures into the facility design and the site preparation.

**Water Table:** Some submitters made comments regarding the suitability of the site due to it having a high ground water level. These concerns have been taken into account in the site selection process and preliminary advice is that there will not be any problems in this regard that would render the site unusable, but that there may be a need to incorporate mitigation measures into the facility design and the site preparation.

As part of the site selection work a test hole was excavated to establish the ground water level. More detailed monitoring of ground water level over a full year has begun and this information will ultimately inform decisions about site suitability and/ or mitigation.

Currently (based on the monitoring work done so far) it is proposed that the site will require a building platform of at least 1 metre of base-fill to get the bottom of the swimming pool a safe distance from the water level. This may change depending on the outcome of the detailed monitoring.

## **2. Traffic Impacts**

Several submissions raised concerns about traffic and traffic impacts. Consultants, Traffic Design Group (TDG), have undertaken analysis of traffic impacts and site access as part of the site selection process. These reports have proposed solutions to identified issues and the traffic approach has received preliminary agreement from NZTA as being workable from their perspective.

Traffic from special events would be managed using a traffic management plan appropriate to the site and the volume of cars. It is expected there would be only up to 6 such events each year.

Further detailed analysis and design work is required on traffic impacts as part of the resource consent process. Consultation with directly affected residents and property owners (River Terrace and probably the Riverside Industrial Park) should be undertaken as part of the process of refining the proposed approach.

**Smallbone / SH77 Intersection:** The TDG report found that while the proposed site would result in increased traffic using the intersection there are mitigating factors that suggest this will not create undue stress on the intersection. These factors are:

- The peak traffic impact from the proposed site (evenings and weekends) does not coincide with the current peak traffic of the intersection (4:30 pm – 5:30 pm)
- The completion of the Dobson Street West extension will reduce traffic using the intersection, though it is difficult to predict by how much
- The planned installation of signals at the Park St/ Moore St intersection will stack traffic in Moore Street making accessing SH 77 from Smallbone Drive easier
- The TDG report does comment that the SH 77/ Smallbone Dr intersection could require signals at some stage in future, regardless of whether the proposed site is used or not.

**Site/ SH77 access:** Some submitters expressed concern about the safety of accessing and exiting the site from SH 77.

The main entrance to the site is proposed to be from Smallbone Dr. The proposal is to have a drop-off area accessed from SH 77 with slip lanes provided to facilitate access.

Entering and exiting the site on to SH 77 would be from only point between Walker Street and Oak Grove. Again slip lanes will be provided to improve use and safety. TDG and NZTA regard this approach as workable.

Consultation with directly affected residents and property owners (River Terrace) should be undertaken as part of the process of refining the proposed approach.

**Wider Impacts:** A couple of submissions raised concerns about the wider traffic impacts of the site. TDG's reports do not have any serious concerns in this area based on the work they have done to date. The central location and the surrounding road network mean normal traffic will disperse from the site effectively.

**Pedestrian access:** Some submissions express concerns about pedestrian access and particularly crossing SH 77.

TDG propose two pedestrian crossings on River Tce./ SH 77, one between Burnett St and Walker St. and one between Walker St and Oak Grove. These crossings would include a pedestrian refuge in the middle of SH 77 to enhance usability and safety.

Further work is likely to be required on exact positioning of pedestrian crossings. Consultation with directly affected residents and schools should be undertaken as part of the process of refining the proposed approach.

Further work is also required on identifying optimum cycle access to the site and this will need to consider the wider area as well as the area close to the site.

### 3. Land use impacts

**Dog exercise area:** A couple of submissions raise concerns about the loss of the current reserve area for dog exercising.

The facility site is proposed to take only around half of the current area of the reserve. The remainder will be available for current uses though exercising dogs off-lead may not be compatible with the proposed facility with the number of people around the site.

Council has recently developed a dedicated off lead dog exercise area on reserve land near the river on the east side of state highway 1.

Council is negotiating with land owners to secure additional land adjacent to the proposed stadium site. It is possible some of this area may be able to be used as a dog exercise area until it is required for sport and recreation uses.

**Green space:** A couple of submitters have raised concerns about the loss of green space the facility would have on the site.

The facility site is proposed to take only around half of the current area of the reserve. The remainder will be available for current uses.

The nature of the site means the facility would be mostly hidden below the terrace and behind trees meaning any loss of green space should be hard to detect from the road.

Council is negotiating with land owners to secure additional land adjacent to the proposed stadium site. This area would be effectively green space until it is required for sport and recreation uses.

### 4. Facilities

Several comments were received regarding the facilities shown on the concept plans. The features to be included in the facility need to be developed in consultation with user groups and ultimately the community and be based on cost/ benefit analysis. Some of the common issues raised include:

**Length of Pool:** Several submitters suggested a 50 metre pool. This is an issue that needs to be discussed with user groups and experts such as Swim NZ. Our current understanding is 25 metre pools are the standard outside facilities to be used for Olympic and Commonwealth Games type meets. The additional capital costs (larger pool and larger building) and operational (additional water heating and treatment, additional building heating and maintenance) will need to be compared to any additional benefit gained from having a larger pool.

**Stadium v Pool:** Some submitters expressed a preference for either an aquatic centre or stadium over the other. Council has made a decision, based on user-group consultation and advice from the design consultants and the Stadium Trust to build both facilities consecutively in one build process.

There are cost advantages in taking this approach as well as utility advantages (the facility as a whole can be only be used, and therefore provide community benefits, once it is built).

This issue has been consulted on extensively through the Community Plan 2009-19 and the current approach was the result of consideration of that process.

**Parking:** Several submissions included comments on parking: how much parking is indicated, parking bay sizes, etc.

The concept design allows for 250 permanent car parks based on the facility size and features shown in the concept plans. There will also be provision for temporary on-site overflow parking for when this is required, as well as options for temporary off-site parking as required.

Bus parking and drop-off is proposed as part of the River Terrace drop-off area and buses can access, drop-off and park using the Smallbone Drive entrance.

The final parking provision could change and will be determined by the final design and size of facility, experiences from other similar facilities, what expert consultants in the field advise, resource consent requirements and user-group consultation.

#### **Process from Here**

If Council adopts the River Terrace site for locating the Aquatic Centre and Indoor Stadium the project focus will move to design and consenting.

The Ashburton Stadium Complex Project Group is currently finalising an approach to engaging a project manager.

The Ashburton Stadium Complex Trust is developing a preferred approach to fundraising, which could include engaging a professional funding organiser.

It is considered necessary to have the personnel in place for project management and funding before engaging with user groups and others in detail about exactly what features are included in the facility.

In the interim, the Project Group will begin communication with user groups about the project and further developing relationships with these groups.

#### **4.14.4 OPTIONS & RISKS CONSIDERED**

The site assessment report includes assessment of 27 sites throughout Ashburton. Risks have been assessed for each site as part of the assessment process.

#### **4.14.5 STATUTORY IMPLICATIONS**

The site will need resource consent or a plan change or a designation before the facility can be built on it. This will need to be undertaken in ways that meet the requirements of the Resource Management Act, the Canterbury Natural Resources Regional Plan and the Ashburton District Plan.

#### 4.14.6 CONSULTATION

The Aquatic Centre and Indoor Stadium Facility has been consulted on with the community in the past two Long term Council Community Plans and the last three Annual Plans.

Council has made a consistent commitment in the planning documents mentioned above to consult with the community regarding the site when it had identified a preferred site.

Section 138 of the Local Government Act requires the Council to consult on a proposal to sell or otherwise dispose of a park or part of a park. If the land is to be leased to the Ashburton Stadium Complex Trust this requirement will need to be met.

A consultation process has been undertaken that meets the requirements of the special consultative procedure detailed in section 83 of the local Government Act 2002.

#### 4.14.7 STRATEGIC LINKS

The use of the recommended site for a stadium complex has linkages with community outcomes, specifically:

**Outcome 1: A thriving and diverse local economy that provides the foundation for a quality lifestyle**

- a. A growing population enjoying a high quality of life

**Outcome 2: Natural and developed environments are sustained for the enjoyment of current and future generations**

- a. *Water, land and air are managed sustainably (Priority Objective)*
- b. *Towns and rural areas are developed in a way which enhances the local environment and meets the needs of the community (Priority Objective)*

**Outcome 3: A community with a strong sense of identity and heritage, which welcomes new residents and encourages diversity**

- a. A community that attracts and retains new residents

**Outcome 5: Healthy, active people enjoying a good quality of life in a caring and safe community**

- a. *Healthy, active people with good access to health services (Priority Objective)*
- d. Young people are supported to lead healthy and safe lives and are active participants in community life

**Outcome 6: A community with access to a variety of cultural, recreational and heritage experiences and facilities that enrich our quality of life**

- a. Cultural, recreational and heritage experiences and facilities are accessible to the community and actively used
- b. *Cultural, recreational and heritage facilities are maintained and developed to meet community needs (Priority Objective)*

#### 4.14.8 RISKS

Risks are detailed in the Site Assessment report.

#### **4.14.9 FINANCIAL IMPLICATIONS**

There are no land acquisition costs associated with securing this land as the land is recreation reserve vested in Council.

The costs to Council associated developing the site for an aquatic centre and indoor stadium and of undertaking consultation are included in the Ashburton District Community Plan 2009-19.

Any financial implications associated with purchasing additional land adjacent to the site for future development of sports facilities will be the subject of future reports.

#### **4.14.10 SIGNIFICANCE**

The development of an aquatic centre and indoor sports facility has been included in the past two Long term Council Community Plans and the last three Annual Plans.

Despite this the site selection is considered to have a high level of significance due to the long term implications – once selected the site will remain for at least 30 – 50 years.

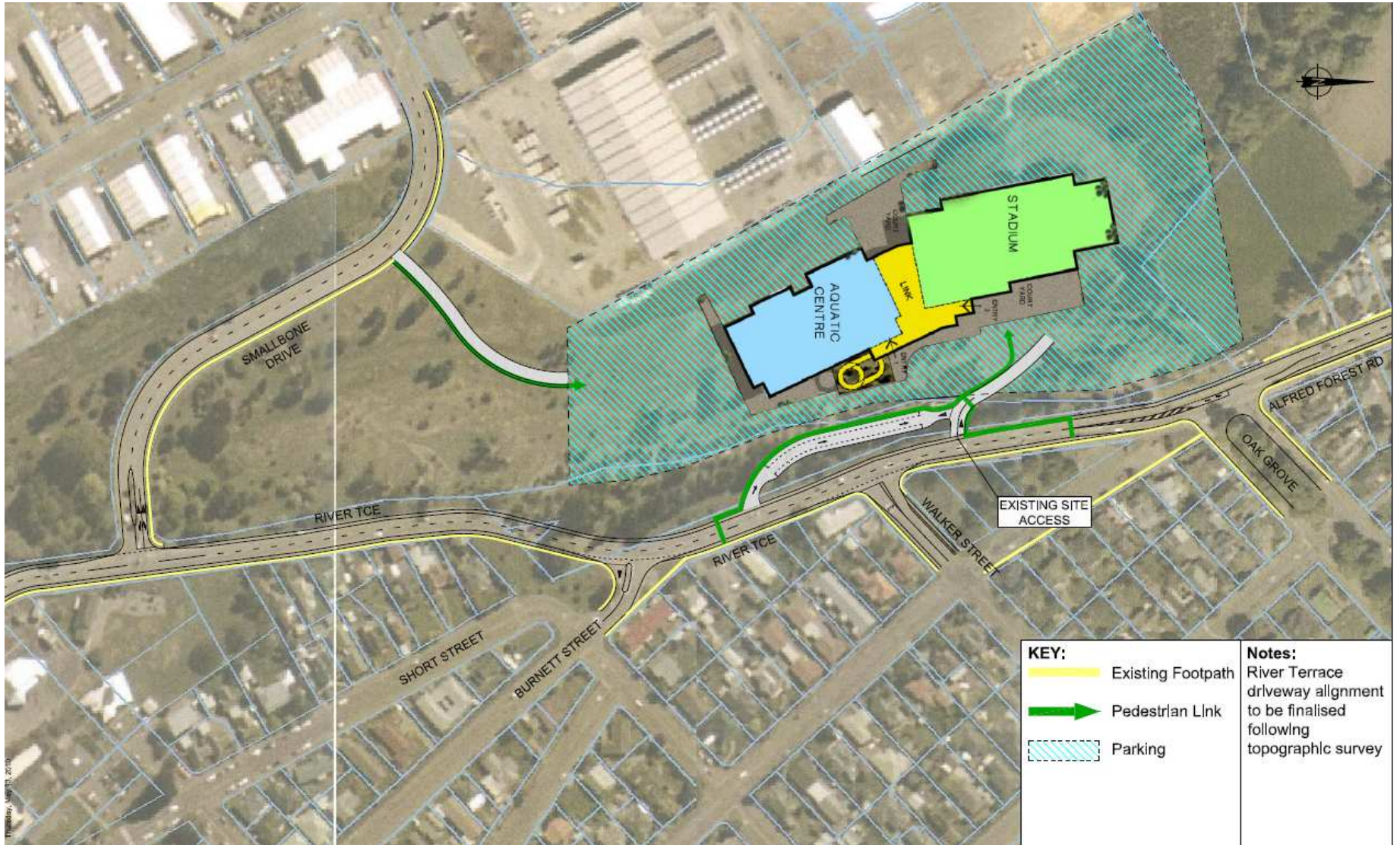
Due to the significance of the decision a community consultation process has been undertaken that meets the requirements of section 83 of the Local Government Act 2002.

Prepared By:

G THOMAS  
**Community Planning Manager**

Approved By:

B LESTER  
**Chief Executive**



## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 3/7/4  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Community Services Officer  
SUBJECT: Council Grant Scheme 2010-11

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### 4.15 COUNCIL GRANT SCHEME 2010-2011

**REPORT** and **MINUTES** of a meeting of the **COUNCIL WORKING PARTY**, to consider Grant Applications and School Holiday Programmes, held in the Council Chamber, 5 Baring Square West, Ashburton, on Thursday 16 September, 2010, commencing at 10 am.

**PRESENT:** Councillors K Holmes (Chair), R Beavan, J Everest, J Burgess, B Tasker, R Kilworth, J Leadley, J Kingsbury, P Reveley and J Sparks.

Also in attendance the Community Services Officer.

**APOLOGIES:** Mayor M B O'Malley and Cr K Lowe. Cr N Brown (lateness) **Sustained**

#### *Matters Arising*

The Working Party was advised that there was \$5000 available for distribution in the School Holiday Programme, not \$3000 as reported in the agenda.

"That the letters of thanks received from previous Annual Grant Scheme recipients be accepted."

Kilworth/Everest

**Carried**

#### **School Holiday Programmes**

Six applications were received with \$5,000 available for distribution. The Working Party recommended that the following school holiday programme grants be allocated for the 2010/2011 financial year:

No	Name of Applicant	Amount Requested	Amount Granted
1	Filipino Dairy Workers in New Zealand	\$5,000	\$750
2	Sport Mid Canterbury	Not specified	\$2000
3	Rakaia Presbyterian Parish	\$120	\$120
4	Methven Golf Club	\$1,045	\$100
5	St David's Union Church	\$1,900	\$1563
6	Methven District Heritage Association	\$467.32	\$467.32
<b>Total:</b>		<b>\$9,632 +</b>	<b>\$5000.00</b>

The Working Party adjourned for morning tea at 10.32 am and resumed at 10.45 am.

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*Cr Brown attended the meeting at 10:45am.*

**Post Meeting Information:**

The Methven District Heritage Association advised that they reviewed their programme costs and will now only run for two days. They have subsequently withdrawn their application. The Chair has recommended re-distributing the funding as follows:

**RECOMMENDATION TO COUNCIL**

“That the \$467.32 initially allocated to the Methven District Heritage Association, and subsequently declined by the applicant, be reallocated as follows:

1. An additional \$200 to Sport Mid Canterbury, giving a total grant of \$2200;
2. An additional \$200 to St David’s Church, giving a total grant of \$1763;
3. An additional \$67 to Filipino Dairy Workers in New Zealand, giving a total grant of \$817.”

***Schedule of Council Grant Applications***

Thirty four applications were received requesting \$112,498.44 with \$50,000 available for distribution. The Working Party recommended that the following Council grants be allocated for the 2010/2011 financial year:

<b>No</b>	<b>Name of Applicant</b>	<b>Amount Requested</b>	<b>Amount Granted</b>
1	Greenstreet Ashburton Forks Community Hall	\$3,000	\$2000
2	Alford Forest Reserve Board	\$1,000	\$1000
3	Lyndhurst Community Society Incorporated	\$4,784.60	\$4000
4	“Ardamine Hall” Dorie Committee	\$661.50	\$661.50
5	Collegiate South Sports Club	\$4,800	\$2400
6	Ashburton Golf Club	\$5,000	Declined
7	Bike Methven	\$5,000	Declined
8	Methven Public Library	\$4,800	\$4000
9	South Rakaia Batch Owners Association	\$2,692	\$1500
10	Hinds Reserve Board <i>Cr Everest declared an interest</i>	\$5,000	\$5000
11	Ashburton Budget Advisory Service	\$1,000	\$1000
12	Order of St John	\$5,643.50	Declined
13	Ashburton Cadet Corps Association	\$2,725	\$1250

14	Ashburton Resource Centre (\$3275 +GST)	\$3684.38	\$2500
15	Ashburton Toy Library Inc	\$2,561.39	\$1000
16	Mayfield Memorial Hall and Recreational Reserve Board	\$5,000	\$4000
17	Ashburton Society of Arts (Inc)	\$2,687	\$1500
18	Riverside Industrial Estate Security Association	\$5,000	Declined
19	Arthritis New Zealand	\$2,600	\$1000
20	Ashburton Senior Citizens Inc	\$1,463	\$1000
21	Hakatere Maori Komiti	\$5,000	\$3000
22	Mid Canterbury Group Riding for the Disabled	\$1,460	\$1000
23	Rakaia Tennis Club	\$676	\$676
24	Wakanui Hall Society	\$1,500	\$1500
25	Ashburton District Road Safety Council	\$4,000	\$3000
26	Newcomers Network Mid Canterbury <i>The Working Party recommended referring the applicant to the Social Services Discretionary Fund.</i>	\$3,534	Declined
27	Rakaia History Group	\$5,000	\$4000
28	Ashburton Museum	\$5,000	\$3000
29	Mt Somers District Citizens Association <i>The Working Party recommended investigating funding within the Democracy budget for this.</i>	\$300.00	Declined
30	Vashti Johnstone	Not defined	Declined
31	Tinwald School	\$5,000	Declined
32	Ashburton Pony Club	\$610	Declined
33	Ashburton Art Gallery	\$10,000	Declined
34	Ashburton Craft and Technology Centre	\$5,000	Declined
Total :		<b>\$112,498.44</b>	<b>\$49987.50</b>

The Working Party discussed the proposed criteria they would like for the School Holiday Programme grants scheme. This will be drafted and presented to Council for consideration on 23 September 2010. *(Attached Appendix A)*

## **RECOMMENDATION TO COUNCIL**

- “1. That the report of the Working Party meeting held on 16 September, 2010, be received and the grants listed confirmed.
2. That Council adopts the proposed School Holiday Programme grant criteria, as attached.”

The meeting concluded at 12.16 pm.

**Proposed Ashburton District Council School Holiday Programme Funding**

Applications are invited from non profit organisations or groups, based in the Ashburton District, for financial assistance towards running school holiday programmes.

A formal application form for this scheme is to be used.

**School Holiday Programme Funding Criteria**

Provision is made in the annual budget for \$5,000 to be disbursed to qualifying organisations for the purpose of providing school holiday programmes with preference for programmes aimed for children aged 5 -14 years. Council will accept applications only from:

1. Non profit organisations or groups.
2. Ashburton district based groups.

Any group/entity may receive only one grant per year. The application may cover more than one programme or holiday period. Special consideration will be given to funding in view of duration and content of programme.

Applications must provide the following information:

- Outline of the programme and timetable
- The place where the programme will take place
- Number of children expected to participate
- Ratio of adults to children
- Targeted age groups
- Estimated income/expenditure for programme
- Latest audited accounts (If applicable)

Failure to provide the above information may jeopardize your application.

Applicants are required to supply Council with a report at the conclusion of the programme which will include:

- Final income/expenditure statement
- Effectiveness of programme ie numbers attending
- Evaluation of programme

**Exclusions**

The scheme will not fund:

- Professional coaching/tutoring fees

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 3/7/4 6/9/44/1  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Community Services Officer  
SUBJECT: Heritage Grant Scheme 2010-11

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### 4.16 HERITAGE GRANT SCHEME 2010-2011

**REPORT AND MINUTES** of a meeting of the **HERITAGE ASSESSMENT SUBCOMMITTEE**, held in Meeting Room 2, 5 Baring Square West, Ashburton, on Thursday 16 September 2010, commencing at 1.01pm.

**PRESENT** Crs R Beavan (Chair), J Sparks and B Tasker  
In attendance, Assistant Planner and Community Services Officer (minutes).

#### *Summary*

The Heritage Subcommittee met to allocate Heritage grants for the current financial year. The funding set aside in the budget was \$15,000 plus \$33,551 carried over from last year making a total of **\$48,551** for allocation.

#### *Correspondence*

Letters have been received from:

Elizabeth Ashford for Mill House grant in 2009

Ruapuna All Saints Guild for Ruapuna Church grant in 2009

Cr Tasker reported that the work has been done at the Ruapuna Church and it is great. The plastering has been done in keeping with the building style and the church is now getting a lot of use again. She is unaware of any effects from the recent earthquakes.

#### *Schedule of Applications for Funding Assistance*

The Subcommittee was mindful of the Council's policy for Heritage grants, and in particular the following:

- That the maximum individual grant be no more than 50% of the approved project or no more than \$5,000.
- Projects must relate to items scheduled in Appendix 3 of the Operative District Plan as Category A or Group A or Group B in the Proposed District Plan.
- Projects must provide for specialised maintenance"

One (1) application was received:

1 St Ita's Guest House

The Subcommittee was disappointed with the lack of applications. Historically Category A building owners had been written to, but with the change of policy and inclusion of additional buildings now able to be funded, it was impractical to write to all people.

### **St Ita's Guesthouse, 11 Barrhill/Methven Rd, Rakaia**

The Assistant Planner outlined the following details:

- This building held a Category B classification in the Operative District Plan and as of 21 April 2010 now holds a Group B classification under the Proposed District Plan.
- St Ita's Guesthouse has sustained external and internal damage from the recent Canterbury earthquakes but this project is still planned at this stage.
- A submission has been received by owner Ken Cutforth, however this is in no way related to St Ita's specifically and more to the effects of Rakaia from the proposed zoning outlined in the Proposed District Plan. The Subcommittee was in agreement that this would not preclude this application.

The Subcommittee agreed that this application fits the criteria, however was unable to fund more than 50% of the project cost. The cost of the heritage work was listed in the application as \$431.25. 50% of this is \$215.62 which has been rounded up to \$220. The Subcommittee agreed to allocate a Heritage Grant to St Ita's to reinstate the Convent School drinking fountain in its original position next to the school foyer.

### ***General Business***

Cr Beavan stated that following the close of applications (31 August 2010), it was likely that damage had been sustained to Heritage Items due to the Canterbury earthquakes. The Subcommittee was in agreement that a request be made to Council to approve a second round of Heritage Grants in February/March 2011 to consider applications from those heritage items which sustained damage from the earthquakes.

### ***Financial***

Council has \$15,000 plus \$33,551 carried over from last year making a total of \$48,551 for allocation.

This Subcommittee has allocated \$220 leaving the Heritage Fund balance of \$48,331 for future allocation.

### **RECOMMENDATION TO COUNCIL**

- |  |
|--|
| <p>"1. That the application from St Ita's Guesthouse, 11 Barrhill Methven Rd, Rakaia, for funding from the District Council's Heritage Reserve Fund be accepted and a grant of \$220.00 made;</p> <p>2. That the balance of the Heritage Grant fund stands at \$48,331 as a result of this decision; and</p> <p>3. That approval be granted to open a second round of heritage grants in February / March 2011, to consider applications from heritage items which sustained damage from the earthquakes, using the funding available from (2) above."</p> |
|--|

Beavan/Tasker

**Carried**

The meeting concluded at 1.20 pm.

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 3/7/1  
DATE: 23 September 2010  
REPORT TO: Council  
FROM: Community Services Officer  
SUBJECT: Creative Communities Assessment Committee

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### 4.17 CREATIVE COMMUNITIES FUNDING ASSESSMENT COMMITTEE

**REPORT** and **MINUTES** of a meeting of the **CREATIVE COMMUNITIES FUNDING ASSESSMENT COMMITTEE**, held in Meeting Room 2, 5 Baring Square West, Ashburton, on Friday 17 September, 2010, commencing at 10.10 am.

**PRESENT:** Crs R Beavan (Chair) and J Sparks; Mr V Barrett, Mr D Favel, Mrs B Leonard, Mr J Ross, Mrs J Wilkinson, Mrs J Wright.

Also in attendance Community Services Officer.

#### *Correspondence*

A letter was received from the United Filipinos enquiring as to whether funds that were unable to be spent on costumes, due to a variation in costings, could now be used for musical instruments.

"That United Filipinos request for their remaining funding to be used for musical instruments be approved."

Leonard/Ross

**Carried**

The Committee worked through and discussed the changes to the Creative Communities Scheme as per the 1 July 2010 Assessors Guide.

It was suggested that an informational evening be held with community groups to outline new criteria. This could be followed up by the new assessment committee early in 2011. It was agreed that future advertising of the funding rounds should be specific to show dates for projects to begin after to allow time for assessment.

#### *Schedule of Applications*

The Committee had a total of **\$11,956.65** available to distribute and agreed that funding be distributed as follows:

Number	Applicant	Amount Requested	Amount Granted
1	Methven Theatre Company	\$3,151	\$800
2	Ashburton Wheels Week Committee	\$5,500	Declined
3	Hakatere Maori Marae Komiti	\$2,300	\$800
4	2bstamping	\$220	\$100
5	Ashburton Wood Workers & Ashburton Pottery Society Inc	\$1,000	\$500
6	Ashburton Art Gallery - Durer	\$5,000	\$3,500
7	"Empowerment"	\$5,000	\$700
8	St Stephens Anglican Parish	\$500	\$250
9	St Stephens Anglican Parish	\$500	\$250

10	Mid Canterbury Children's Theatre	\$3,490	\$3,000
11	Methven Community Radio	\$3,750	Declined
12	The Big Little Theatre Company	\$2,000	\$800
13	Ashburton Art Gallery – The Moon and Farmer McPhee	\$3,000	\$1,000
14	Stephen Wightman	\$6,400	Declined
15	Lauriston School	\$504	Declined
16	Variety Theatre Ashburton	\$4,462	Declined
<b>Total</b>		<b>\$46,777</b>	<b>\$11,700</b>

### ***General Business***

Jack Ross advised that in view of his length of service, he will be standing back from the nomination process for the composition of the new committee in the New Year.

### ***Presentation of Funding***

Up to 5% of the scheme's annual allocation can be spent on promotion of the scheme. The date for the Committee to hold the presentation evening for the successful applicants is yet to be confirmed.

The meeting concluded at 12.20 pm.