



Ashburton District Council

AGENDA

A **MEETING** of the **FINANCE & COMMUNITY SERVICES COMMITTEE** will be held as follows:

Date: Thursday 18 November 2010

Time: 1.30 pm

Venue: Council Chamber
5 Baring Square West
Ashburton

B LESTER
Chief Executive

MEMBERS:

Cr N A Brown (Chair)
Cr D G McLeod (Deputy Chair)
Cr I J Burgess
Cr D M Favel
Cr R J Kilworth
Cr D N Nelson
Cr M J Nordqvist
Cr J Sparks
Mayor A R McKay (ex officio)

AGENDA

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8. BUSINESS TRANSACTED WITH THE PUBLIC EXCLUDED

8.1	Confirmation of minutes – 9/09/10		73
	<ul style="list-style-type: none">• Property matters	Section 7(2)(h) Commercial activities	
	[Now in open meeting]		
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11 November 2010

5. CORPORATE SERVICES

INTRODUCTION

Corporate Services exists to support the activities of Council and encourage and empower council staff to continually improve. There are three departments that make up Corporate Services: Customer Services, Records and Administration, and Information Systems. These three departments are a strategic asset where investment can produce substantial benefits to the community. The following activity reports illustrates the range and level of services provided to staff in other departments that they can use to produce a benefit for customers.

5.1 INFORMATION SYSTEMS

Information Systems provide information technology, analysis and telephony services to council departments; Finance, Democracy & Community Services, Environmental Service, Operations and Corporate Services.

Due to its position within the Council structure and nature of the departments business and skill set, Information Systems is in a unique position to recognise, analyse, develop, implement and support a wide range of products, reviews and services within Council.

Current corporate analysis and infrastructure work includes cemetery, employee induction and building processes. Infrastructure technology in terms of server configuration and networked services are also being reviewed and/or implemented.

5.1.1 Service Delivery

All Information Communication Technology (ICT) services have been available during normal working hours.

5.1.2 Ashburton District Council Web Site

The Council web site was visited 27,675 times in October 2010. Information about current issues and the election process and results was popular. The genealogists continue to make good use the online cemetery information. Job vacancies attracted much interest. This method of distributing vacancy information leads has proved to be effective, allowing suitable candidates' access to the information they need to apply. The election results were available from a variety of sources which may account for the relatively low number of page views. The District Plan Review continues to be one of the top requested downloaded documents.

5. CORPORATE SERVICES

October 2010 Top 10 Pages viewed.

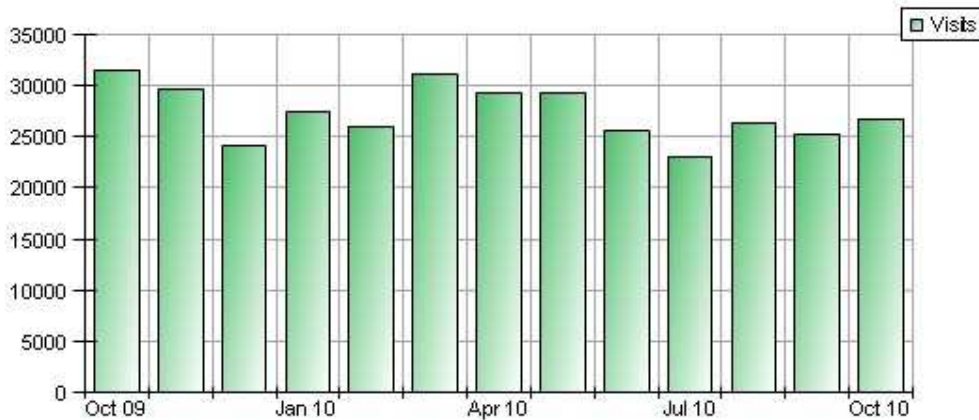
	August 2010		October 2010	
Top 10 pages viewed	Notices	2,707	Notices	5,021
	Cemeteries	952	Elections	1,281
	Job Vacancies	624	Latest News	902
	Search	612	Cemeteries	827
	Cemetery Records	602	Cemetery Records	582
	Contact Us	564	Contact Us	572
	2010NominatedCandidates	527	District Plan Review	527
	Maps	437	Job Vacancies	487
	Forms	431	Maps	427
	District Maps	388	Fees and Charges	417

October 2010 Top 10 Documents downloaded.

	August 2010		October 2010	
Top 10 documents downloaded	ADC Directory	137	Election Results	671
	District Plan Section 7 Zone Rules	149	ADC Directory	190
	District Plan Section 6 District Wide Rules	110	Voting Document Returns	128
	Job Vacancy Customer Services Officer	91	Preliminary Election Results	110
	Employment Application Form	91	District Plan Summary Submissions Table 1	109
	Newsletter	74	District Plan Section 7 Zone Rules	99
	District Plan Rural Index	91	District Plan Summary Submissions Table 3	83
	District Plan Urban Index	85	District Plan Urban Index	76
	District Plan Subdivision	77	District Plan Rural Index	76
	District Plan Rural Zones	68	District Plan Street Index	75

5. CORPORATE SERVICES

Monthly totals for visits to the Council Web Site



5.1.3 Key Performance Indicators

This table reports the monthly progress of the activities that are measured for the annual report. There are additional details about the use and responsiveness of the help desk.

The system and network availability are now back on target.

	June 10	Jul-10	Aug-10	Sep-10	Oct-10	Target	Annual (average)
System and network availability	100%	100%	85.1%	100%	100%	95.0%	96.3%
Web site availability	100%	100%	98.4%	100%	99.7%	99.0%	99.5%
Help desk response times	100%	100%	100%	99.4%	100%	95.0%	99.8%
Help Desk call details							
Unresolved (running total)	41	33	42	31	35		
Requests received/month	119	124	147	162	149		
Responded to within 1 hour	119	124	147	161	149		
Not responded to within 1 hour	0	0	0	1	0		

5.1.4 Web Site Redevelopment

Web site redevelopment is being discussed with a view to start identifying stakeholders, responsibilities and gathering a requirement in the next few months. Identifying a requirement will then lead to the selection of a suitable Content Management System (CMS) and a hosting company that will be responsible for publishing the web site.

5.1.5 Internet Connection

A new internet connection using fibre optic cable should allow staff to have access to a faster and more responsive service. The selection process has been completed for an improved and resilient Internet service and contracts are being finalised. The fibre optic connection should be installed this year and will operate within the current budget. Additional funding may be requested in the next budget round.

5. CORPORATE SERVICES

5.1.6 Asset Management Program Review

A review of asset management programs is scheduled to take place this year with some initial information gathering taking place in departments that make use of such programmes and departments that do not currently use asset management programs, but could benefit from their use. Corporate Services is in a unique position to evaluate the requirements of each department and advises on the most appropriate solution for the Council. The intention is to avoid a situation where each department uses a different solution for very similar functions.

5.1.7 Closed Circuit Television direction

A review of the role of Council in supplying closed circuit television (CCTV) is underway. Council currently makes use of CCTV for a variety of purposes including security and monitoring and enforcement. Further installations are taking place and are planned for the future, so the purpose of the review is to make sure that the role of the Council in CCTV implementations is clear and any solutions provided can be integrated, are scalable and have the capacity to be monitored and recorded by the police, security companies or by staff.

5.1.8 Cemetery System Redevelopment

The Cemetery system is being updated. Local genealogists are being consulted during the development and will be gathering some photographs of headstones and transcribing inscriptions for inclusion in the cemetery database.

The Council granted one of the local groups some money last year to purchase a digital camera for this purpose. Collaborations with local community groups is one possible way to provide a better quality solution because they may have the enthusiasm to gather information that would otherwise not be collected.

5.2 RECORDS AND ADMINISTRATION

The Records and Administration department is an amalgamation of responsibilities for records and archives; land information; data quality; administration and insurance.

The management responsibilities of the Council's records and archives are determined by the Public Records Act (2005). The Council is required to provide accurate property information in Land Information Memoranda by section 44(a) of the Local Government Official Information and Meetings Act 1987 (LGOIMA). Data quality initiatives maintain links between data, especially after property subdivision, and ensuring Council uses detailed, accurate addresses. Administration assists all Council with matters such as advertising, data entry, document production, information management, mail management, post, reprographics, scanning, stationery procurement and subscriptions. The insurance portfolio of Council assets and activities, including claims, is managed here.

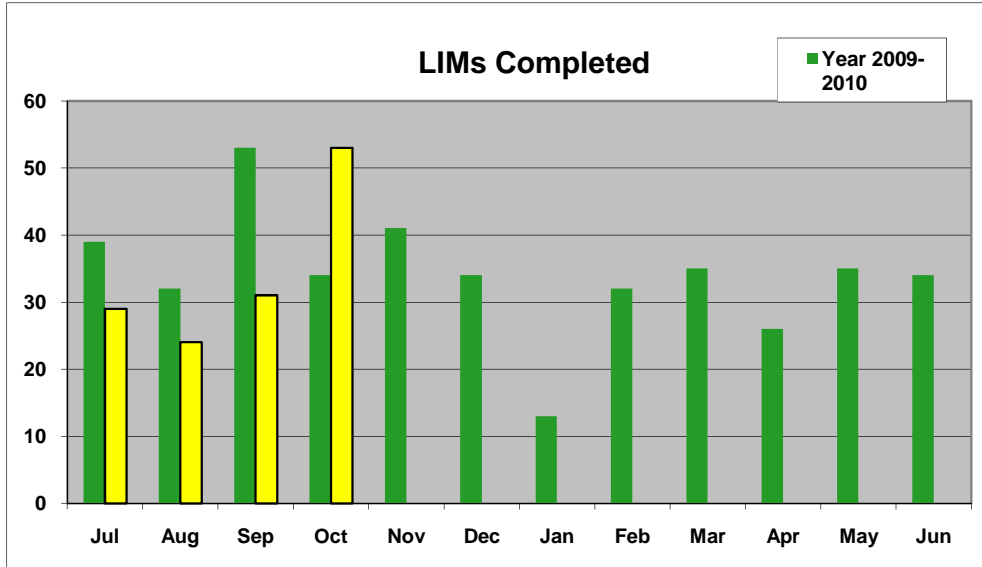
5.2.1 Records

A retention and disposal schedule is being applied to Council records with some success, but plans are needed to improve compliance with the Public Records Act. The removal of store rooms in the current accommodation project, however, has meant a lot of records have been moved to the garages, which do not comply with the mandatory *Storage standard*. The basement, with the Archives and finance records, and strong room, with the property and resource consent files, are full to capacity. Demand for the original documents themselves has been lessened by scanning building consent files after the code compliance certificate is issued and invoices. Records from the relevant property files are also scanned during each LIM request.

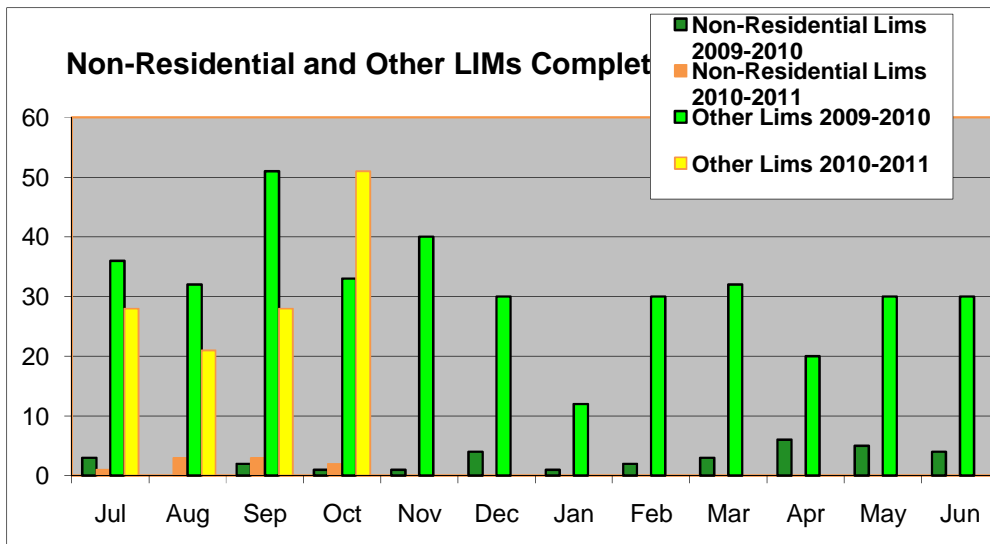
5. CORPORATE SERVICES

5.2.2 LIM Reports

Thirty-one LIM reports were produced in September and 53 in October (53 and 34 in September and October 2009). Eighteen of the October reports were for Lake Hood properties.

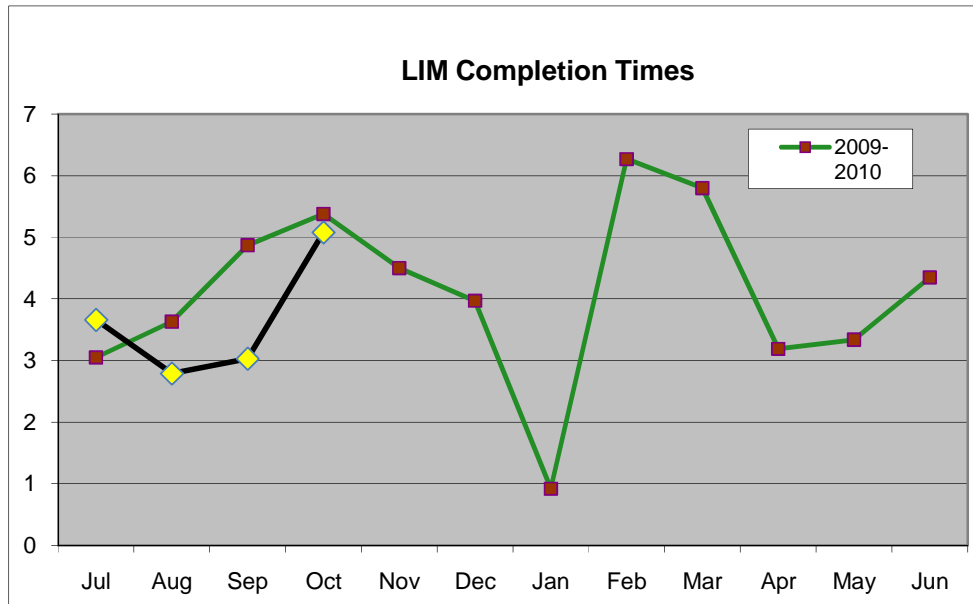


Three of the September and two of the October LIM reports were for non-residential properties (two and one in 2009).



The average LIM completion time was 3.0 days in September and 5.1 days in August (4.9 and 5.4 days in 2009). All LIM reports have been completed within 10 days since December 2008.

5. CORPORATE SERVICES



5.2.3 Data Integrity

The Address Task Force continues work:

- postal addresses have been established for approximately 75% of rateable entities in the district. The remaining 25% of properties are being reviewed to see if a postal address is appropriate.
- amalgamating duplicate and end dating obsolete data - addresses and names - on Property and Rating.
- improving the data in Council address records to meet New Zealand Post standards for postal addresses, to qualify for bulk mail discounts.

The Records Officer (Systems) and Records Officer (LIMs) also:

- review past Subdivision consents (up to 2008), to ensure all consents are associated to correct 'parent' and 'child' properties – a long term project.
- review data associations on properties where there has been recent building consent, subdivision or LIM activity. This work is now integrated into Council building consent, subdivision and LIM processes.

5.2.4 Administration and Insurance

The Council has extended its use of mail discounts by using Volume Post terms for internal mail outs of more than 300 letters. Previously volume post was only claimed on contracted out mail outs of over 1,000 letters.

The annual renewal of the Council's insurance portfolio has been completed. With the transfer of ownership of Lake Hood, the insurance of the Lake was added to the portfolio on 3 September. To date, the Council is involved in earthquake related insurance claims on 18 properties, 11 of which are Council owned. A loss assessor has been appointed by the insurers to review these claims.

5.3 CUSTOMER SERVICES

The services provided by Customer Services support all other Council activities and deliver the following critical tasks for the Ashburton District Council:

5. CORPORATE SERVICES

- To act as the first point of contact for all customers whether by face-to-face, phone, email, fax.
- To handle customer requests for information and service at first point of contact wherever possible and where necessary escalate required service to correct contractor or department staff.
- To receive and process payments.

5.3.1 Incoming Communication

During October 2010 4,633 phone calls, 349 emails and 219 faxes were received by the Council's Contact Centre. (This does not include calls made direct to staff extensions). 80% of incoming calls were answered within 20 seconds. Calls presented in comparison to last year are shown in Chart 1.

The busiest days were Tuesday 26 (296 calls) and Wednesday 27 October. This was due to the rubbish and recycling collection for Labour Day Monday being changed from the usual following Tuesday to the preceding Friday. While this was advertised in the Guardian, most Tinwald and Methven residents still put their recycling and rubbish out on Tuesday and when not collected the calls were fast and furious. On Wednesday at 12.00 pm the Solid Waste Manager decided that there would be a special collection and any rubbish still on the Tinwald and Methven streets was collected that afternoon and Mt Somers/Hinds/Mayfield on Thursday.

Chart 1

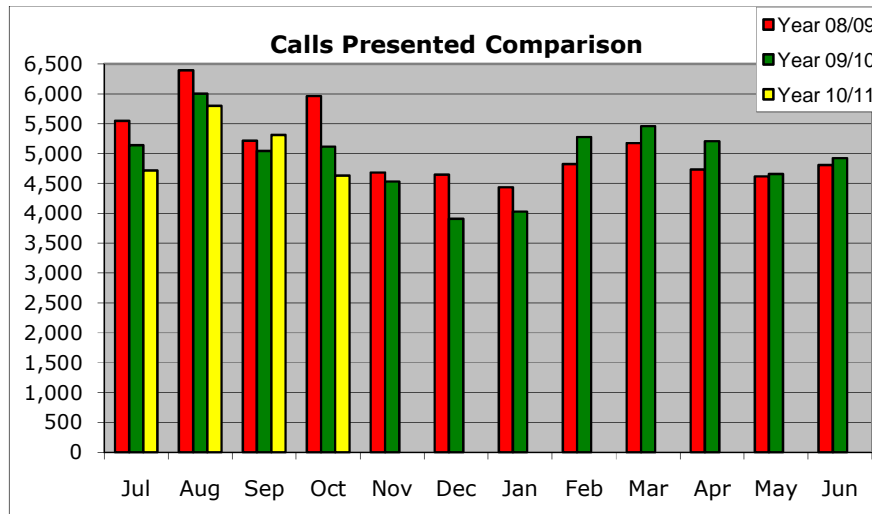
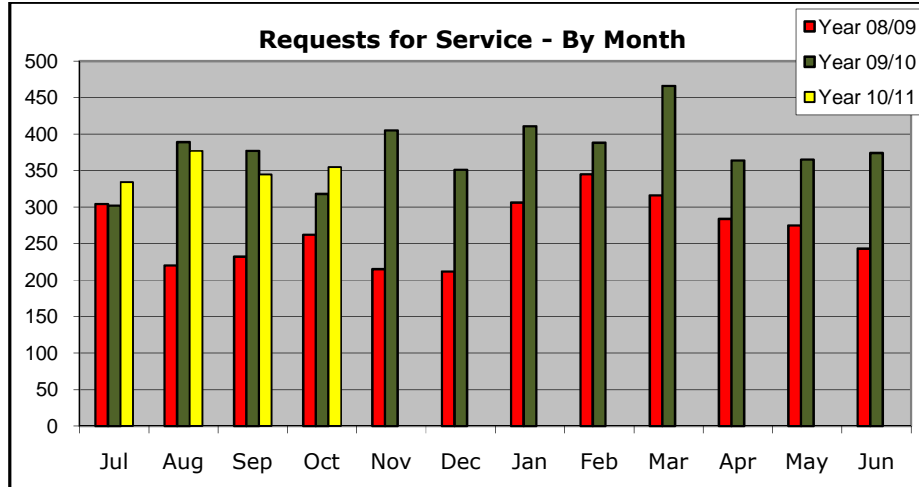


Chart 2 shows the numbers of requests for service received in October. Most of these are entered as a result of customers phoning the Council Contact Centre or calling at Reception about a particular issue. Requests for service are sent either to Council contractors or department staff for action. For October the most requests were 91 in regard to water supply, 71 for roading/footpaths, 59 for animals and 52 for stockwater races.

5. CORPORATE SERVICES

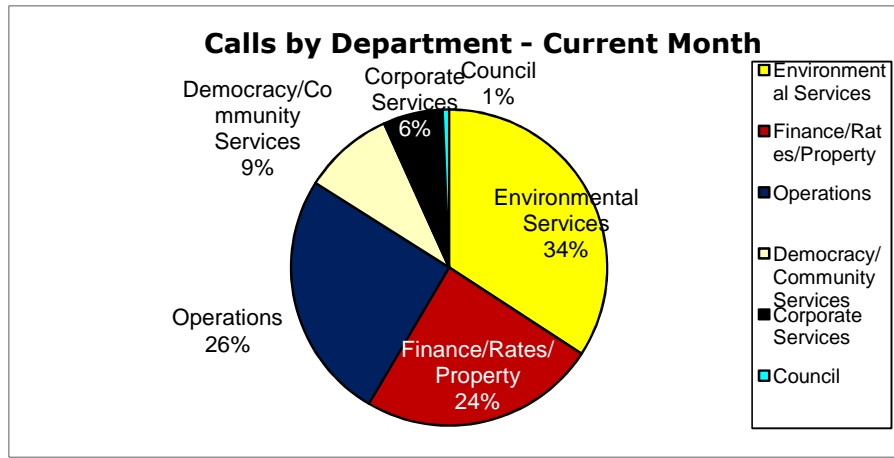
Chart 2



5.3.2 Incoming Phone Calls by Department

Chart 3 shows the breakdown of calls answered in the Contact Centre by department during October. In October calls for environmental services were lower than usual and calls for Operations higher.

Chart 3

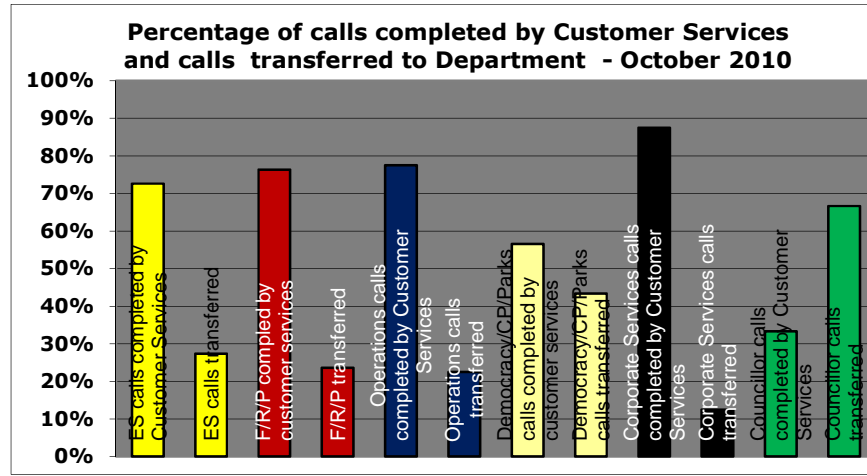


5.3.3 Calls handled by Customer Services

Chart 4 shows the percentage of calls actioned by customer services and the percentage transferred to department staff to action for October 2010. 74% of all calls answered in the Contact Centre in August were not required to be transferred to department staff.

5. CORPORATE SERVICES

Chart 4



5.3.4 Rates Rebates

Up to 31 October 2010 731 rates rebates applications had been received and interviews conducted. 687 applications totalling \$352,753 have been granted and 44 declined.

5.3.5 Parking Services

Chart 5 shows that the parking officers issued 792 infringements in October 2010 which is on par with previous years.

Chart 6 shows that \$9,696 was collected from the parking meters in October. To date there is a positive variance of \$5,907 received from the parking meters this financial year.

Chart 5

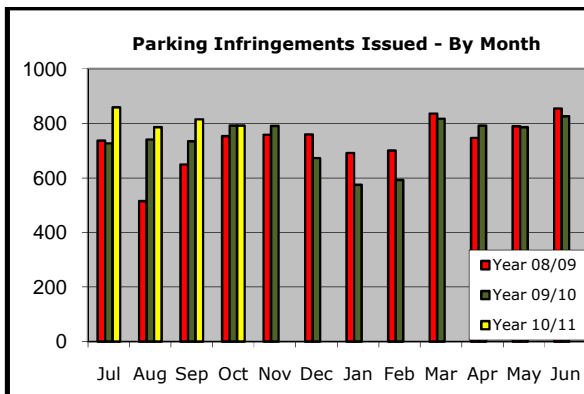
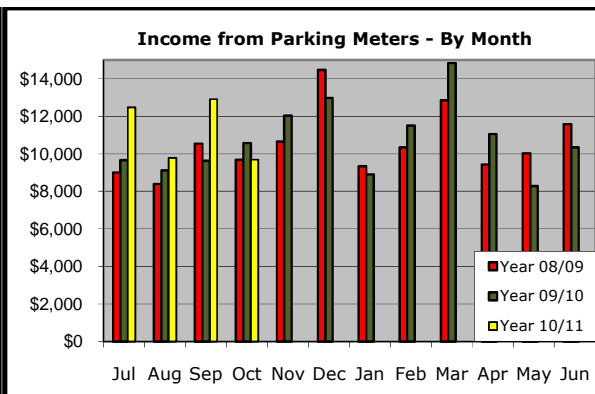


Chart 6



5.3.6 Minor Applications received October 2010

- Adventist Development and Relief Agency street appeal, 17 to 23 October 2010, Ashburton
- Mid Canterbury SPCA street appeal, 9 November 2010, Ashburton
- Methven Historical Society street raffle, 3 December 2010, Methven
- Multiple Sclerosis and Parkinsons Society Annual Carnation Day, 2 September 2011, Ashburton.

5. CORPORATE SERVICES

5.4 MISCELLANEOUS MATTERS

5.4.1 Council Seal

Under authority, since last meeting —

- **Lease Documents**
 - Deed of Lease – Hut site 19A Lake Clearwater / ADC – Antworx Trust
 - Deed of Sublease – Hooper's Outdoor Power Centre / B & V Motorhomes
 - Deed of Lease – ADC / Ashburton Golf Club
 - Deed of Sublease – Carl Grove Ltd / Stonewood Homes Ashburton
 - Transfer Instrument – Works Road – Silver Fern Farms
 - Deed of Lease – Public Access Rakaia – NZ Railways / ADC
 - Lease Variation Instrument – Arundel Rakaia Gorge Road – ADC / Balraith Farm Partnership
 - Deed of Lease – ADC / GA Matthews
 - Transfer Instrument – Grahams Road – ADC / PF & JA Stoddart
 - Deed of Variation – South Street - Chevon / ADC
 - Variation Document – 2 Bryant Street – Hylands x Oliver / ADC
 - Deed of Lease – PT Railway Reserve Black Map 46 – Hinds District Lions Club / ADC
- **Licence to Occupy**
 - GM Trott / ADC
 - Reserve 2085 – Willmor Pasture Ltd / ADC
 - Part Lot 1 DP 54415 – Mill Creek Pony Club / ADC
 - Reserves 5096 & 3034 – BK Trustees (2009) Ltd / ADC
- **Sale & Purchase Agreements**
 - Scales Road – ADC / MJ & TG Smith
 - Seafield Road - Midland Properties / ADC
- **Deed of Guarantee & Indemnity**
 - ADC / Ben Hansen
- **Easements**
 - Right to drain sewage – AH & AR Money – ADC
 - Right to convey Telecommunications & Computer Media – Telecom / ADC
- **Consent**
 - Lot 200 DP 427688 – Vesting on Deposit as a road
- **Notice under Seal**
 - Road Stopping – Part of Harts Road / ADC
- **Amendment to Mandate**
 - National Bank

5.4.2 Minor Applications

- Hampstead School – Meat Raffle – 4,10,11,17,18 /09/10
- Methven Red Cross Raffle – 23/09/10 & 20/10/10
- Mayfield A&P Assn – Banner across Fountain, East Street – 4/3/11–14/3/11, 3/03/12-13/03/12
- Ashburton Business Association, Banner across Fountain, East Street – 20-27 /09/11
- Amnesty International – Freedom Week Street Appeal – 5/08/11
- Methven Historical Society Raffle – 2/12/10

5. CORPORATE SERVICES

- Adventist Development & Relief Agency Street Appeal – 17-23/10/10
- Mid-Canterbury SPCA Street Appeal – 9/11/10
- Multiple Sclerosis & Parkinsons Society of Canterbury Street Appeal – 2/09/11
- Pink Ribbon Street Appeal – 14/10/11

5.4.3 Letter of Thanks / Congratulations

Received from:

- Methven Public Library Committee for the Council grant of \$5,500.

S ALLEN
Corporate Services Manager

6. DEMOCRACY & COMMUNITY SERVICES

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 3/7/4
DATE: 18 November 2010
REPORT TO: Finance and Community Services
FROM: Community Planning Manager
SUBJECT: Request for Funding - Social Services Discretionary Fund

6.1 REQUEST FOR FUNDING – SOCIAL SERVICES DISCRETIONARY FUND

6.1.1 SUMMARY

The Housing & Social Services Subcommittee has received a request for funding from the Social Services Discretionary Fund from Mid Canterbury Newcomers Network.

6.1.2 RECOMMENDATION TO COUNCIL

“That Council grants of \$XXX to the Mid Canterbury Newcomers Network for venue hire/ project work. The funding to come from XXXXX.”

6.1.3 BACKGROUND

The relevant sections of the application for funding are attached. Also attached is a memo from the Community Planning Manager to the Housing and Social Services subcommittee with recommendations regarding consideration of the application. **Pages 41-48**

The Housing and Social Services Subcommittee is meeting to consider the application for funding and will present its recommendation to the Finance and Community Services Committee meeting.

OPTIONS

1. Grant the full amount of funding requested. This would enable the Newcomers Network to provide the range of services and projects outlined in the application.
2. Grant a portion of the funding requested. This would require an element of user-pays to some of the projects outlined, or securing funding from other sources.
3. Decline the application for funding. This would require securing funding from other sources or not providing the services/ projects.

6.1.4 STATUTORY IMPLICATIONS

There are no statutory implications.

6.1.5 CONSULTATION

Not applicable.

6. DEMOCRACY & COMMUNITY SERVICES

6.1.6 STRATEGIC LINKS

Community outcomes
Ashburton District Social Wellbeing Strategy.

6.1.7 FINANCIAL

Depends on the amount granted (if any) and the source of any funding.

Prepared By

G THOMAS
Community Planning Manager

Approved By

J G ROLLINSON
Manager
Democracy & Community Services

6. DEMOCRACY & COMMUNITY SERVICES

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 1/8/1
DATE: 18 November 2010
REPORT TO: Finance & Community Services
FROM: Community Planning Manager
SUBJECT: Annual Plan 2010/11 – Actions from Consideration of Submissions

6.2 ANNUAL PLAN 2010/11 ACTION SCHEDULE

6.2.1 SUMMARY

When considering submissions made to the Community Plan 2009-19 and the Annual Plan 2010/11, Council made decisions on actions to be undertaken with respect to each submission. Many of these were a case of writing to submitters to inform them of Council decisions relevant to their submission. Some require further action by Council officers. The attached report details the current status of outstanding actions.

Separate document circulated

6.2.2 RECOMMENDATION

"That the Committee receives the report".

6.2.3 BACKGROUND

Not applicable.

6.2.4 OPTIONS

Not applicable.

6.2.5 STATUTORY IMPLICATIONS

Not applicable.

6.2.6 CONSULTATION

Not applicable.

6.2.7 STRATEGIC LINKS

Ashburton District Community Plan 2009-19

Ashburton District Community Outcomes.

6.2.8 FINANCIAL

Detailed at a project level where applicable.

Prepared By:

G THOMAS
Community Planning Manager

Approved by:

J G ROLLINSON
Manager Democracy & Community Services

6. DEMOCRACY & COMMUNITY SERVICES

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO:
DATE: 18 November 2010
REPORT TO: Finance and Community Services
FROM: Community Planning Manager
SUBJECT: Tinwald Domain – Development Moratorium

6.3 TINWALD DOMAIN – DEVELOPMENT MORATORIUM

6.3.1 SUMMARY

The purpose of this report is to update elected members on the status of a moratorium on building and development on Tinwald Reserve placed on by the Tinwald Reserve Board to enable it to progress a Development plan for the Tinwald Domain.

6.3.2 RECOMMENDATION

“That the Finance and Community Services committee endorses the Tinwald Reserve Board’s intention to lift its moratorium on further building and development on the reserve”.

6.3.3 BACKGROUND

At its meeting on 27 March 2008, the Finance and Community Services Committee received a report recommending Council endorse the imposition of a moratorium on further building and development on Tinwald Domain. The moratorium was to allow time for the Tinwald Reserve Board to undertake more detailed planning processes associated with its Development Plan for Tinwald Domain.

The recommendation did not seek to have Council impose the moratorium but rather to endorse a moratorium to be imposed by the Tinwald Reserve Board.

The Tinwald Reserve Board has since undertaken an extensive and detailed planning exercise and has progressed the Development Plan to a stage where it now feels the moratorium has served its purpose and should be lifted.

6.3.4 OPTIONS & RISKS CONSIDERED

1. Do nothing. This may place the Tinwald Reserve Board in a position of not being able to lift the moratorium.
2. Endorse the Tinwald Reserve Board intention of lifting the moratorium on further development and building on the Domain.

6.3.5 STATUTORY IMPLICATIONS

Not applicable.

6.3.6 CONSULTATION

Not applicable at this stage.

6. DEMOCRACY & COMMUNITY SERVICES

6.3.7 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)*

Neighbourhood Open Space Strategy

Sport and Recreation Strategy

6.3.8 RISKS

Not applicable.

6.3.9 FINANCIAL IMPLICATIONS

None.

6.3.10 SIGNIFICANCE

Not applicable.

Prepared By:

G THOMAS
Community Planning Manager

Approved by:

J G ROLLINSON
Manager Democracy & Community Services

6. DEMOCRACY & COMMUNITY SERVICES

6.4 COMMUNITY CONSULTATION AND PLANNING – CURRENT PROJECTS

6.4.1 Annual Report 2009/ 10

The Annual Report 2009/ 10 was adopted by Council on 29 October with an unqualified audit opinion from Audit New Zealand.

The Annual Report Summary document is included on this agenda (subject to Audit NZ approval) for Council approval.

Thanks go to policy adviser Jenna Scott who undertook development of both the Annual Report and Summary documents.

6.4.2 Aquatic Centre and Indoor Stadium

The Community Planning Manager is continuing to work on various matters regarding the aquatic centre and stadium.

Council adopted the River Terrace reserve as the site for the planned aquatic centre and indoor stadium on 23 September.

Work continuing on the site includes a feature survey and groundwater level monitoring.

6.4.3 Art Gallery and Museum

Liaison meetings are continuing and are moving various aspects of the project forward.

6.4.4 Ashburton District Social Wellbeing Forum

Council's policy advisor Jenna Scott has completed a brochure for new migrants based on a template used by Christchurch and Nelson / Marlborough. Councillors should all have a copy of the brochure which will be of significant assistance for new residents and migrants new to Ashburton District.

The next Social Wellbeing Forum will be held on Wednesday 1 December. This will be preceded by a community workshop for local social service providers on 24 November. Elected members are welcome to attend these events.

6.4.5 Review of Ashburton District Sport and Recreation Strategy

Council's Policy Advisor, Toni Durham, working with the "Active Ashburton" group, has completed the review of the district's Sport and Recreation Strategy (formerly the Physical Activity Strategy).

The reviewed Sport and Recreation Strategy was adopted by Council at its meeting on 23 September.

6.4.6 Community Directory

Council's Policy Advisor, Jenna Scott, and Project Support Officer, Emma Threadwell, are continuing to update the Community Directory. Information has been captured from all community organisations in the district for updated information. The 2011 directory will be available in December.

6.4.7 Ashburton District Events Strategy

The Community Planning Manager has been working with Ashburton District Tourism to develop an events strategy for the district. This was an action identified in the visitor strategy adopted in 2009.

Workshops have been held with key stakeholders and a draft strategy will be complete before the end of November for consultation.

6. DEMOCRACY & COMMUNITY SERVICES

6.4.8 Canterbury Water Management Strategy

The Community Planning Manager has worked with Canterbury Water on the establishment of the Ashburton Zone Water Management Committee.

The Ashburton Water Management Zone Committee was launched by Minister of Agriculture, David Carter, on 10 September. The Zone Committee has now had three meetings and is working towards approving a year one implementation plan in February.

6.4.9 Cheapskates Skate Skool Launch Party

The launch party for the Cheapskates 'Skate Skool' was held on Sunday 7 November. Over 150 children attended the event which gave young people the opportunity to either try skate boarding or in-line skating for the first time, or to pick up some tips from the Skate Skool team. The target for this event was to have at least 40 young people attend.

The event was well organised and run by the Skate Skool team. A series of 'Taster Sessions' are currently being held with Year 9 and 10 students from Ashburton College. A three week skill development programme will be held for young people in the district at the end of November. A number of attendees from the launch party and participants in the taster sessions have shown interest in attending the skill development programme.

A second community event will be held in March 2011.

Council has agreed to a commitment of \$10,000 in the project over the next three years, subject to targets being met in the district. Other partners in the project include SPARC, Sport Canterbury, Sport Mid Canterbury, Cheapskates, Christchurch City Council and Selwyn District Council.

6.5 LIBRARY

6.5.1 Statistics

Issues were up for September, down for October, on the totals for the same months last year. We have become accustomed to issues rising as against last year, but some levelling off should probably be expected at this stage, as the public gets used to free adult borrowing of new books again. New memberships were fewer than normal, but reference enquiries remained steady, with good foot traffic for September probably reflecting the school holidays.

6.5.2 Aotearoa People's Network Kaharoa

Pages 49-51

A letter has been received from the National Library, inviting the Library to connect to this service, which provides Internet services free to the public in public libraries. I include this letter for Council's information. Connection has been provided free to libraries on a pilot basis so far. Ashburton did not apply to join the scheme, largely because a figure was not available of the costs involved when the service ceased to be free to libraries. That cost is now decided, and is more favourable than it might have been. Interest in joining has been expressed on the reply form, subject to Council approval. This matter will be included as part of the Library estimates in the next budget round, and a report presented to Council.

6.5.3 Adult Learners Week – 6-12 September 2010

The library hosted this year's Adult Learners Week display, where many of the local adult education providers highlighted the education opportunities offered by their organisation. Ashburton Learning Centre, Aoraki Polytechnic, Salvation Army-Employment Plus, YMCA and the Ashburton Budget Advice all contributed to the informative display.

6. DEMOCRACY & COMMUNITY SERVICES

6.5.4 Other Displays

The Ashburton Photographic Society, A&P Association, and Astronomy Club all used the display facilities during the period. The Department of Conservation held a display on wetlands reserves in the Ashburton District.

6.5.5 Legal Resources

Community Law Canterbury continues to provide an excellent selection of brochures and booklets covering family law, consumer rights, tenancy and property issues, employment law, youth rights, domestic violence, criminal and legal aid issues and estate planning. The brochures have proven very popular, providing current New Zealand information in a very accessible format.

Community Law Canterbury has also offered training on legal issues and will begin to deliver their training modules in the next few weeks.

6.5.6 Children's Library

In September the Altrusa Club of Ashburton celebrated their literacy day by reading stories to a group of home-schooled children in the Library. They also gave a board book to each new baby at the Ashburton Maternity Ward in September, and included a leaflet promoting library membership and the benefits of reading to babies.

Other visitors included the Christian School, Guides, and the Year 4, 5, and 6 classes from Allenton School. The new entrants from Allenton came to the Library in the evening and had hat stories with their teacher.

Our holiday event had a splendid Roald Dahl theme. Approximately 50 children took part, listening to Roald Dahl poems and doing Roald Dahl crafts. The Altrusa Club provided extra help with the crafts. I also visited the St. Andrews, Rakaia, holiday programme and read stories.

Our Book Worms Club is attracting a small, but enthusiastic group. The September meeting had a dragon theme, with members drawing their own dragons and helping Anna to create a dragon display.

6.5.7 Statistics for September

Issues	September 2010	September 2009
Non-fiction	4420	4952
Fiction	4890	4948
Large Print	2772	2601
English Resources	17	15
Rentals	66	38
Young Adult Fiction	1006	890
Young Adult Non-Fiction	199	156
Young Adult Magazines	119	45
Young Adult CD	58	66
Young Adult Talking Book	7	0
Paperbacks	311	364
Magazines	445	472
Adult Audio	115	153
Adult Video	174	217

6. DEMOCRACY & COMMUNITY SERVICES

Junior Fiction	8467	7792
Junior Non-Fiction	2094	2057
Junior Magazines	380	331
Junior Audio	309	358
Junior Video	839	758
Requests	18	22
Stack	107	126
Undefined	51	43
TOTAL	26864	26404
Issue - Year To Date	88372	83762

Memberships	Total at end September 2010	September 2009	Added during September 2010
Adults	7942	7941	36
Young Adults	1045	1013	1
Junior	2761	2918	19
Non-resident	93	114	1
Other	384	381	3
TOTAL	12225	12367	60

Foot Traffic		September 2010	September 2009
-		11799	11559
-			
Year To Date		38312	36258

Reference Enquiries		September 2010	September 2009
	Adult	672	740
	Children	153	102
	Total	825	842

6.5.8 Statistics for October

Issues	October 2010	October 2009
Non-fiction	4117	4728
Fiction	4673	4666
Large Print	2843	2610
English Resources	18	22
Rentals	60	79
Young Adult Fiction	878	906
Young Adult Non-Fiction	149	174

6. DEMOCRACY & COMMUNITY SERVICES

Young Adult Magazines	59	31
Young Adult CD	57	82
Young Adult Talking Book	7	0
Paperbacks	310	394
Magazines	460	508
Adult Audio	87	143
Adult Video	148	287
Junior Fiction	8648	8153
Junior Non-Fiction	2058	2244
Junior Magazines	321	276
Junior Audio	311	334
Junior Video	754	695
Requests	14	26
Stack	110	132
Undefined	75	142
TOTAL	26157	26632
Issue - Year To Date	114529	110394

<u>Memberships</u>	Total at end October 2010	October 2009	Added during October 2010
Adults	7917	7923	37
Young Adults	1049	1011	1
Junior	2757	2914	36
Non-resident	92	113	1
Other	393	381	8
TOTAL	12208	12342	83

<u>Foot Traffic</u>		October 2010	October 2009
-		10480	11192
-			
Year To Date		48792	47450

<u>Reference Enquiries</u>		October 2010	October 2009
	Adult	852	796
	Children	148	146
	Total	1000	942

6. DEMOCRACY & COMMUNITY SERVICES

6.6 PARKS AND RECREATION

6.6.1 Ashburton Domain

It has almost been the complete opposite to the last report with the rainfall being very little, except for the downpour of 42.1mm on 5 November 2010.

It has been mainly maintenance trying to keep annual beds weed free although some are at the stage of the plants being removed and the beds prepared for planting the summer bedding display.

All pricking out has been completed with many of the plants now ready for the spring plantings.

The Civic Music Society annual concert was held on the long lawn on 7 November 2010.

6.6.2 Township Beautification and Sports Grounds

The Ashburton Domain sports fields have been scarified and direct drilled with grass seed and a new pop-up irrigation being installed in the lower sports fields.

Both Methven and Rakaia townships have been attended to with mowing, spraying and general maintenance. More carpet roses were planted at Methven and some overgrown shrubs have been pulled out in the railway reserve.

The hedges at Friendship Lane and Mona Square elderly persons' units have been trimmed.

Entrance to Westpark Close has had two ash trees (*Fraxinus excelsior* 'Green Glow') and carpet roses planted and garden areas mulched.

6.6.3 Rural Reserve Beautification

The rural gang have been busy with full time mowing.

6.6.4 Ashburton Business Park

For the last eight weeks this has been the major workload with the planting of all the street trees, the shrubs in road bulges, medians and roundabout.

All the gardens have been mulched and then it has been a matter of keeping water up to everything.

The railway bund had irrigation installed and then grubbed and prepared for the sowing of grass seed.

6.6.5 New Staff Members

Craig Paterson, Mary MacNicol, Jeffrey Aldridge and Alister Tiley have started work with the Parks and Recreation department at various times over the last four weeks.

6.6.6 Cemeteries

The Sexton has been interments at the majority of cemeteries. Spot spraying of emerging weeds has been done. Driveway maintenance is ongoing at Ashburton Cemetery.

Ashburton Cemetery

July 2009		July 2010	
Interments	10	Interments	6
Ashes	3	Ashes	5
August 2009		August 2010	
Interments	11	Interments	8
Ashes	3	Ashes	6

6. DEMOCRACY & COMMUNITY SERVICES

September 2009		September 2010	
Interments	10	Interments	6
Ashes	5	Ashes	5

6.7 CBD SECURITY

Talbot Security

Provision was made in the 2010-11 budget to retain Talbot Security Group to monitor the CBD area and take appropriate action where necessary to assist in the maintenance of order in the town centre and enforce Council bylaws.

Their contract includes:

- providing increased manpower to improve the enforcement of bylaws and coverage of the CBD area
- providing increased manpower for coverage of Council parks, reserves and associated buildings.
- zero tolerance of drinking in liquor ban areas
- establishing strong links with other agencies
- operating town CBD camera system to improve enforcement of bylaw breaches, disorder issues and potential criminal acts
- providing a weekly report.

TSG report that they are working in well with the Police, giving them more assurance to act in some situations. They are able to issue infringement notices but are doing so sparingly preferring to confiscate and educate at this stage.

Their reports for September and October are attached.

Pages 52-63

Report from Ashburton Safer Community Council – Safety Ambassador Monthly Report

Pages 64-65

6.8 METHVEN COMMUNITY BOARD

The Methven Community Board met on 1 November. There were no matters referred to the Committee for decision.

6. DEMOCRACY & COMMUNITY SERVICES

ASHBURTON DISTRICT YOUTH COUNCIL REPORT

FILE NO: 1/1/13/1
DATE: 18 November 2010
REPORT TO: Finance and Community Services Committee
FROM: Ashburton Youth Council
SUBJECT: Wearable Arts Report

6.9 YOUTH COUNCIL

WEARABLE ARTS REPORT

6.9.1 BACKGROUND

The Ashburton District Council Youth Council was established in 2000 as a result of a Youth Forum and in 2010 comprises 18 enthusiastic Youth Councillors representing Mt Hutt College, Ashburton College and the working youth of the Ashburton District.

Councillors Jac Sparks and Robin Kilworth have provided an essential link to Council and a wealth of information and support.

The Youth Council aims to make a difference and speak on behalf of our local youth.

6.9.2 YOUTH COUNCIL WEARABLE ARTS AWARDS

Earlier this year the Youth Council discussed the concept of holding a Wearable Arts Awards for the Ashburton District. It was agreed that the project would be too large for only the Youth Council, however a Youth Wearable Arts would be more manageable.

Planning began in May 2010 and progressed steadily up until the event on 16 October 2010.

The Youth Councillors identified and organised the venue (Base Youth Cafe), the application forms and promotion, staging, lighting, sound, judges etc. A budget was set and prizes sought.

Three independent judges were secured:

- Mrs Julie Brawley, the fashion judge who, this year, gained national recognition at the Wearable Arts Awards;
- Dr Jane Malthus, the art judge, who holds degrees in Home Sciences and Fine Arts, a Masters in Textiles, and a PHD in the History of Clothing;
- Mrs Sheryl Stivens, the sustainability judge, who is an environmental educator.



Judges (from left): Mrs Sheryl Stivens, Mrs Julie Brawley, Dr Jane Malthus

Initially there were to be four category prizes, a people's choice prize and Supreme prize. As there were only entries into two categories, a Supreme winner was presented, a People's Choice award, and then three other overall prizes.

6. DEMOCRACY & COMMUNITY SERVICES

The Supreme Prize was to be a Family Escape to Hanmer Springs however we were unable to purchase this due to it being removed from the market. Instead the supreme winner received a prize to the value of \$300 made up of Ashburton Trust dining vouchers, Warehouse vouchers and chocolates. The "category" and "people's choice" prizes each consisted of 2x double passes and \$20 food, kindly donated by the Regent Cinema.

There was some concern following the earthquake that a new venue would need to be found, however Base Youth Cafe was reopened in time to hold the event.



"Metallica"

6.9.3 CONCLUSION

As this was the first time that the Youth Council had organised a Wearable Arts Awards, it was difficult to know what to expect.

On the night, the Youth Councillors, Judges and audience were amazed at the work and creativity that had gone into the 13 entries on show. Several of the entrants were intermediate age, having recently undertaken a Wearable Arts programme at Ashburton Intermediate and the quality of work was very high.

The judges were very impressed with the garments presented to them and found it very difficult to judge.

A Wearable Arts debrief has been held and areas for improvement identified. This year's participants and judges will be contacted and thanked for their support, and asked for feedback of the event.

The event has given the Youth Councillors an appreciation and understanding of what is involved in organising an event, the importance of clear communications and the opportunity to take responsibility. Although there was always support from staff and Councillors, much of the work was undertaken by the youth.

There is currently huge support for this event to go ahead again in 2011 however the decision will be reserved until next year, when a new group of youth will take the helm of the Youth Council.

The Ashburton Youth Council is extremely grateful for the support of the Council, judges, sponsors and community. Without this generosity the Youth Council Wearable Arts Awards would not have been such a success.

Minutes of Youth Council meetings held on 28 September, 5 October and 2 November are attached.



MC's for the evening:
Youth Councillors Sam Ruck and Izzy Fergusson



Supreme Winner:
"Sprite In Space"
By Andrew Jopson and George Letham

J G ROLLINSON
Manager
Democracy & Community Services

7. FINANCE

7.1 FINANCE

7.1.1 Wastebusters Loan

Wastebusters have taken up Council's option to purchase the shredder and have fully repaid their loan from Council (\$65,800). Council have cancelled their registered security interest in the shredder.

7.1.2 Financial Reports

Circulated

7.2 FORESTRY

7.2.1 Sales Information Report – Forest Summary *Period: 1/8/2010 to 31/10/2010*

Products	Quantity Units	Net Value
Domestic Logs	3677.30 tonnes	\$88,083.52
Export Logs	5603.848 JAS	\$152,509.79
Total	9281.152	\$240,593.31

Harvesting of the Frasers Rd plantation was scheduled to be concluded in October. A wind event in September, the same weekend as the Canterbury earthquake, altered the harvesting schedule, however. This wind event affected at least 50% of the Frasers plantation where harvesting was proceeding. It damaged other plantations at Westerfield, Lismore, Anama, Ealing, Hinds and Lauriston. Some immediate fence clear work was undertaken along with some clean up at the Frasers Road block. The Council's harvesting contractor then moved to a 5 hectare plantation on Hackthorne Rd where trees were blown across the road and power wires. The logging crew took approximately three weeks to clean up this plantation they then moved a plantation at Lismore. Approximately 50% of this 20 hectare plantation was blown over. When the harvesting of this plantation is finished the logging crew will move back to Westerfield to finish the Frasers Rd plantation.

Another logging crew from Forest Management has been employed to harvest a 13 hectare plantation at Ealing that had approximately one third of the plantation affected by wind damage. Other smaller logging crews will be employed to clear other smaller plantations affected by the wind storm.

Export log markets have fortunately risen at the same time as the wind event. These market gains may however be reduced with the rise in the NZ\$ against the US\$.

7.3 PROPERTY

7.3.1 Methven Medical Centre

The tender of \$468,057.00 plus GST was accepted from Bradford Construction on 10 September. Work has now commenced - floor slab poured and framing underway.

7.3.2 Millie's Earthquake Damage

After the earthquake Millie's was shut down due to cracking between the main walls and façade and on 20 September was cordoned off. We are awaiting a report from a structural engineer regarding the future of the building.

7. FINANCE

7.3.3 Sale of Lake Hood Sections

We wrote to all real estate agents in Ashburton on 13 September requesting sale proposals for the Lake Hood sections. After consideration by the Property & Investments Subcommittee the proposal from Harcourts was accepted on 29 September. The sections will be auctioned on 20 November.

7.3.4 Sale of 42 Dunford Street, Rakaia

The sale of Council's property at 42 Dunford Street for \$197,000 is being progressed.

7.3.5 Sale of Council Land – Corner Scales and Lovetts Roads

The sale of Council's land at the corner of Scales and Lovetts Roads was settled on 15 October for \$1,237,669.15.

7.3.6 Rural Fire Sheds

The contract for Pendarves fire shed addition and Lauriston fire shed was signed on 27 October 2010. The construction work for Pendarves commenced on 8 November 2010 and is due to be completed by late December 2010. The Lauriston fire shed construction will start on 24 January 2011 and is timed to finish at the end of April 2011.

7.3.7 Harts Road Stopping

Council's solicitor has been instructed to arrange the Gazette notice to declare the land to be stopped road. When it is completed we will lodge the survey plan for the amalgamation of the surplus land and the sale will be effected at market value.

7.3.8 Clock Tower Refurbishment

The contract with Bradfords has been accepted. Commencement date for the work is awaited. The clock mechanism will need to be removed and stored. This will provide an opportunity to carry out preventative maintenance work. It is proposed to undertake this work in a Council-owned building in Bryant Street.

7.3.9 Administration Building

Alterations are nearing completion and all staff are expected to be in their new locations by 23 November.

- **Re-roofing**
Contract awarded to Waymon Roofing Ltd. Work is programmed to start on 22 November.
- **Structural**
There has been some minor cracking in one shear wall following earthquakes. This appears to have been as a result of the after shocks as no cracking was evident immediately following the main event. The building has been checked by a Structural Engineer from Beca's and whilst his written report is awaited a verbal assurance that the integrity of the building has not been compromised has been given.

7.3.10 Rangitata Camping Grounds

The new shower block and toilet refurbishment is nearing completion. It became obvious that water pressure on the main line is below that necessary to maintain constant flow so in order to overcome this a 5000 litre tank and small pressure pump has been installed.

7. FINANCE

7.3.11 Company Road Legalisation

Work is progressing on obtaining release of encumbrances so that the current situation can be formalised and the road formation legalised as a "Road".

7.3.12 Geoff Geering Drive

Neighbours have been approached seeking a contribution towards the erection of a new fence on the western boundary.

7.3.13 Baring Square "Whalebones"

Reported cracking has been checked out. The cracks are historic and given the construction technique there is no danger of collapse. The cracks will be filled with epoxy.

P L BRAKE
Finance Manager