

## **FINANCE AND COMMUNITY SERVICES COMMITTEE**

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**REPORT** and **MINUTES** of a meeting of the **FINANCE AND COMMUNITY SERVICES COMMITTEE** held in the Council Chamber, 5 Baring Square West, Ashburton, on Thursday 12 February 2009, commencing at 1.30 pm.

**PRESENT:** His Worship the Mayor, M B O'Malley; Councillors K L Holmes (Chair), N A Brown, R C Beavan, J A Everest, R J Kilworth, J A Kingsbury, K W P Lowe and J A Sparks.  
Also in attendance Councillors L J Leadley, I J Burgess, P W Reveley and B A Tasker; Manager Democracy & Community Services, Finance Manager, Corporate Services Manager and Committee Secretary.

### ***Confirmation of Minutes***

“That the minutes of the Finance and Community Services Committee meeting held on 4 December 2008, be taken as read and confirmed.”

Brown/Kingsbury

**Carried**

### ***Matters Arising***

#### **Quotable Value report**

The Finance Manager was reminded of the Committee's request for QV's monthly residential market report to be provided on a regular basis.

### ***Corporate Services Activity Reports***

“That the Corporate Services activity reports be received.”

Sparks/Beavan

**Carried**

The Customer Services Manager and the Records & Administration Manager were in attendance.

#### **Reserve Boards – Insurance**

It was reported that letters are being sent to each of the reserve boards advising the status of their insurance policies and value of items covered. The boards will be asked to inform Council whenever changes to facilities affect the valuations or require adding facilities to insurance schedules.

The Property Manager attended the meeting at 1.33 pm.

#### **Customer Services**

The Customer Services Manager reported that the Council's after hours call centre (TAS) responded to approximately 22 calls following the heavy rain and hail event on 18 January. Calls were referred to Council's contractors in the first instance and were followed up by staff on Monday. Mr van Noord noted the Mayor's concerns that there may have been some problem relaying the information to sub-contractors and he agreed to find out whether this needs to be addressed.

#### **Archives**

The Records & Administration Manager advised that an approach from the Ashburton Museum to accommodate and manage the Council's collection of photographs is being considered along with a similar request from Council's District Librarian. The photos would be removed from the existing albums and put into acid free storage. Part of the Library's programme would be to scan the photos and make them available on the internet.

The Mayor left the meeting at 1.37 pm.

**Elected Members’ Remuneration 2009/ 2010**

The Manager Democracy & Community Services advised that the purpose of the Remuneration Authority’s annual review is to take that responsibility away from possible political pressure and that the legislation stipulates that its review figures be accepted by the local authority. Mr Rollinson said that the Authority has anticipated a negative growth period and has kept the increase down to 3%.

**RECOMMENDATION TO COUNCIL**

|     |  |                      |                |                              |
|-----|--|----------------------|----------------|------------------------------|
| “1. | That the recommended remuneration for Councillors for the year 1 July 2009 to 30 June 2010, for consideration by the Remuneration Authority be on a salary only basis as outlined in Model 1 and listed below:               |                      |                |                              |
|     | <b>Position</b>  | <b>Annual Salary</b> | <b>No.</b>     | <b>Total Annual Salaries</b> |
|     | Deputy Mayor   | \$26,541.64          | 1              | \$26,541.64                  |
|     | Committee Chair  | \$26,541.64          | 3              | \$79,624.93                  |
|     | Councillor   | \$17,540.56          | 8              | \$140,324.52                 |
|     | Total Salaries   |                      |                | \$246,491.09                 |
| 2.  | That Council adopts the remuneration basis determined by the Remuneration Authority, for the Mayor, for the year 1 July 2009 to 30 June 2010 – \$73,191.   |                      |                |                              |
| 3.  | That the recommended salaries for the Chair and members of the Methven Community Board for the year 1 July 2008 to 30 June 2009, for consideration by the Remuneration Authority be as outlined in Model 1 and listed below: |                      |                |                              |
|     | <b>Position</b>  | <b>Annual Salary</b> | <b>No.</b>     | <b>Total Annual Salaries</b> |
|     | Community Board Chair  | \$3,231.16           | 1              | \$3,231.16                   |
|     | Community Board Member   | \$923.19             | 4              | \$3,692.75                   |
|     | Total Salaries   |                      |                | *\$6,923.91                  |
| *NB | The total salaries figure is half of the remuneration of community board members. The other half is excluded from the indicative pool.   |                      |                |                              |
| 4.  | That the applicable rules of the Ashburton District Council for the recovery of expenses by elected members and community board members, as approved by the Remuneration Authority on 11 December 2007, be re-confirmed.”    |                      |                |                              |
|     | Brown/Holmes   |                      | <b>Carried</b> |                              |

**New Year’s Eve Family Festival**

The Committee received a report following the 2008 Street Party. The Manager Democracy & Community Services advised that the event was well organised and relatively incident free, however it did not attract the numbers of people hoped for and this was a disappointment to all involved. The Committee acknowledged that the liquor ban had impacted on the event and that it would be unlikely that future street parties would be viable if this ban continues.

“That the report be received.”

Kilworth/Sparks

**Carried**

### ***Housing and Social Services Subcommittee***

“That a payment of \$2,000 from the Social Services Discretionary Fund be made to the Hakatere Maori Komiti to assist with costs of holding the opening of Stage 1 of the Marae building Project the Wharekai – Te Hapai O.”

Beavan/Everest

**Carried**

### ***Democracy & Community Services Activity Reports***

“That the Democracy & Community Services activity reports be received.”

Brown/Kingsbury

**Carried**

#### **Ambassador Project**

Information received today from the Safer Community Council Coordinator will be circulated to Councillors.

#### **Methven and Rakaia Community Strategy Reviews**

Two successful workshops have been held at Rakaia and one at Methven. The second and final Methven workshop has been deferred until 1 March 2009.

#### **NZ Standing Orders - Motions and Amendments**

“That the report be received.”

Kilworth/Kingsbury

**Carried.**

#### **Library**

The Committee requested a report, in graph format, showing book issuing trends over the past 10 years. This will be included in the 26 March Committee agenda.

### ***Elderly Persons Housing – Rental and Heating Improvements***

The Property Manager reported on the review of rentals and the proposal to install heat pumps as part of an overall upgrade of Council’s elderly persons housing units. Work on installing the heat pumps would commence within the next 4-6 weeks and statutory notification will be given to effect rental increases from 1 June 2009.

Cr Beavan sought assurance that the consultation process had been followed correctly. He asked whether the upgrade would be deemed to be significant, in terms of Council’s significance policy, and cautioned that Council could be challenged on this.

The Community Planning Manager explained that the significance policy gives guidance to Council on the degree of compliance with the Act. He said it could be argued that in this case the requirements have been close to that of significance and this has been addressed in the Property Manager’s report.

The Committee requested a further report on the assessment of significance for this project and this supplementary information is shown below.

#### **Significance**

The proposal is not considered to be significant in terms of the Local Government Act and the 2006-2016 LTCCP. The LTCCP gives examples of significant expenditure being the replacement of additional units. Similarly the Local Government Act 2002 refers to characteristics of significant decisions including –

- changes to the mode of delivery of a significant activity
- decisions to significantly alter the intended level of service provision
- decision to construct, replace, abandon or transfer a strategic asset

- decision which will significantly affect the capacity of, or cost to, the local authority in relation to activities identified in the LTCCP.

While not considered significant, the proposal came about through comments on heating from some residents in the community survey. The residents have been directly consulted on the options. The consideration to undertake major refurbishment on some units, conditional upon Housing New Zealand support, will meet the identified requests of a portion of the residents consulted, but will be subject to the 2009-2019 LTCCP process.

## RECOMMENDATION TO COUNCIL

- “1. That the Committee gives approval to –
- i) Increase the rental for elderly persons housing units by \$13.00 per week for single units and \$13.50 per week for double units effective 1 June 2009; and
  - ii) The expenditure of \$228,906.00 including Goods and Services Tax for the installation of heat pumps in all units.
2. That the Committee notes that the expenditure of \$78,639.75, including Goods and Services Tax, will be funded from the present reserve to enable work to commence prior to 1 July 2009, with the balance to be drawn from the reserve in the 2009/10 year.
3. That the Committee notes that Central Government suspensory loan funding will be sought for future replacement / upgrade of some units in the future.”

Kilworth/Kingsbury

**Carried**

### ***Funding of the ex Hakatere Water Supply Generator***

“That the ex Hakatere water supply standby generator and associated costs be funded from the Disaster Insurance fund.”

Brown/Sparks

**Carried**

The Finance, Property and Community Services Managers left the meeting at 2.25 pm.

### ***Reports of Council Agencies***

Reports of Council funded agencies were presented for the six month period ending 31/12/08.

#### **Ashburton Museum – 2.30 pm**

Alan Totty (Chairman), Michael Hanrahan (Curator) and Moya Sherriff, recently appointed to the new position of Curator of Documentary History.

Planning work for the new building has been deferred until resource consent has been obtained and the new building is guaranteed. This delay is an advantage for the Museum allowing more time to prepare for the move.

Mr Hanrahan spoke about the proposal to take over the storage of Council’s archive photos. He said that photos would be removed from old albums and put on acid free paper. Currently the Museum’s policy is to copy a photo on request at a cost of \$5. At that time a second copy is taken and retained on file. The value of copying all of the archive photos for off site storage was acknowledged, however the cost and time would be prohibitive for the Museum.

**Ashburton Art Gallery – 2.40 pm**

Kathryn Mitchell (Curator)

The Gallery is now open seven days from 10 am – 4 pm with a late night on Wednesdays until 7 pm. Some work is being carried out to improve access to the back door of the Gallery. The issue with air conditioning is being addressed by Council’s Property Manager.

The Gallery has a new initiative for young people (Jub Jub Club) and will be approaching volunteers to assist with the increasing membership of this group.

To improve communication with Council regular meetings have been scheduled for the Gallery and Museum managers to meet with Council’s Democracy & Community Services Manager.

The Mayor returned to the meeting at 2.53 pm.

The Committee adjourned for afternoon tea at 2.55 pm and resumed at 3.12 pm.

**Enterprise Ashburton – 3.12 pm**

Neil Pluck (Chairman), Rob Brawley (CEO)

The agency reported that the past six months have been positive with highlights including significant national publicity on the district’s contribution to food production in New Zealand, recruiting a GP for Rakaia, launching the integrated business capability programme and improving the performance of the Trades Experience course with Ashburton College.

It was also noted that the agency’s web site usage has increased with living in Ashburton and employment being the most popular pages. Draft copies of the proposed new web page images were tabled.

**Ashburton District Tourism – 3.25 pm**

Nigel Birt (Manager)

Mr Birt presented the report of the previous Manager, M Bungard, who is on 12 month’s parental leave. The report did not take into account the December figures which have since been received. Statistics show that Ashburton’s visitor numbers are comparable nationwide and in some areas are increasing.

The Board wants Council to consider the future of the Ashburton and Methven i-Sites and how it wants them to continue in the future if income is reduced. Sales dropped in the last three months of the reporting period. Other revenue options are being explored.

The presentations concluded at 3.38 pm.

**Finance Activity Reports**

“That the Finance activity reports be received.”

Everest/Brown

**Carried**

**Financial reports**

- Development contributions – the number of building consents issued year to date is being investigated as there is some uncertainty whether income has been charged. The Committee will be further advised.
- Building and Planning financial reports show a decreasing income trend. A financial / forecasting report for these areas will be provided to the Environmental Services Committee.
- Information on rental debtors will be referred to the Audit & Budget Subcommittee.
- Clarification was sought on the \$19K sundry rural reserve unbudgeted expenditure item; this will be explained in the next report to the Committee.
- ECan has been requested to update information on the special rating areas and new maps sought to overlay onto Council’s system.

### ***Business transacted with the public excluded (4.18 pm)***

“That the public be excluded from the following parts of the proceedings of this meeting:

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

| <b>Item no</b> | <b>General subject of each matter to be considered:</b>  | <b>In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:</b> |   |
|----------------|--|--|---|
| 8.1            | Confirmation of Minutes – 4/12/08 <ul style="list-style-type: none"><li>• Property matters</li><li>• Ashburton District Neighbourhood Support</li></ul> [now in open meeting] <ul style="list-style-type: none"><li>• SPARC Active Communities funding application</li></ul> | Section 7(2)(h)<br>Section 7(2)(a)   | Commercial activities<br>Protection of privacy of natural persons |
| 8.2            | Ashburton Aquatic Park Trust – appointment of Trustee  | Section 7(2)(a)  | Protection of privacy of natural persons                          |
| 8.3            | Property Matter  | Section 7(2)(h)  | Commercial activities   |
| 8.4            | Council Loan Facilities  | Section 7(2)(h)  | Commercial activities   |
| 8.5            | Property & Investments Subcommittee  | Section 7(2)(h)  | Commercial activities   |

Brown/Beavan

**Carried**

### ***Business transacted with the public excluded now in open meeting***

#### **Lease of Recreation Reserve off Chalmers Avenue**

“That approval be given, subject to Section 54 and the First Schedule of the Reserves Act 1977, for the lease of part of the recreation reserve vested in Council adjoining Robilliard Park to Ashburton Paintball Ltd, at an annual rental of \$3,000 per annum plus GST.”

Brown/Everest

**Carried**

#### **Property & Investment Subcommittee minutes**

Matters from the Property & Investment Subcommittee meeting held on 3 February 2009, excluding sale of property and property lease matter.

#### **Ashburton Aquatic Park Trust – Appointment of Trustee**

- “1. That Mr R M Anderson be advised that his decision to discontinue as Council’s representative on the Ashburton Aquatic Park Charitable Trust is accepted.
2. That the Aquatic Park Trust Appointment Committee be advised that Council nominates Cr Neil Brown as its representative on the Ashburton Aquatic Park Charitable Trust.”

Mayor/Kilworth

**Carried**

The meeting concluded at 4.55 pm.