

Finance & Community Services Committee

Minutes of the Finance & Community Services Committee meeting held on 20 October, 2011, commencing at 1.30 pm, in the Council Chamber, 5 Baring Square West, Ashburton.

Present

Mayor, Angus McKay; Councillors Neil Brown (Chair), Don McLeod, Robin Kilworth, Jim Burgess, Donna Favel, Darryl Nelson, Martin Nordqvist and Jac Sparks.

In attendance

Councillors John Leadley, Peter Reveley, Alan Totty and Stuart Wilson; Chief Executive, Finance Manager, Corporate Services Manager, Manager Democracy & Community Services, Community Planning Manager and Committee Secretary.

Staff in attendance for the duration of their reports: G Philp, J van Nord, G Tupper and A Jenkins.

1 Apologies

Nil.

2 Notification of Extraordinary Business

Nil.

3 Confirmation of Minutes

That the minutes of the Finance & Community Services Committee meeting held on 8 September, 2011, be taken as read and confirmed.

McLeod/Kilworth

Carried

4 Matters Arising

Nil.

5.1 Ashburton District Council Web Strategy Workshop Findings and Recommendations

The Corporate Services Manager presented the findings of the Intergen report. The report sets out recommendations for a phased approach to the redevelopment of Council's web site and online channels.

The Committee agreed that it would be useful to have a workshop on the key implementation points and that overall integration of Council's information technology should also be addressed.

That the report be received and that a workshop be arranged.

Nelson/Nordqvist

Carried

Corporate Services Activity Reports

That the reports be received.

McLeod/Burgess

Carried

The Corporate Services Manager left the meeting at 2.08 pm.

6.1 Rakaia Domain Reserve Management Plan

1 **That** the Committee approves the draft reserve management plan for Rakaia Domain for the purpose of community consultation and feedback.

- 2 **That** the Committee agrees to a working group considering any submissions received to the draft management plan and recommending a final management plan to Council; that working group to be Councillors Brown, Wilson and Reveley, the Chair of the Rakaia Domain Board and Council staff – Property Manager, Parks Manager and Community Planning Manager.

Kilworth/Burgess

Carried

6.2 Methven Domain Reserve Management Plan

- 1 **That** the Committee approves the draft reserve management plan for Methven Domain for the purpose of community consultation and feedback.
- 2 **That** the Committee agrees to a working group considering any submissions received to the draft management plan and recommending a final management plan to Council; that working group to be Councillors Nordqvist and Totty, the Chair of the Methven Domain Board and Council staff – Property Manager, Parks Manager and Community Planning Manager.

Nordqvist/Burgess

Carried

Clarification was sought on whether the Domain Boards were vested in Council in 1999 or 1989. The matter will be referred to the Property Manager.

6.3 Ashburton Sport and Recreation Strategy Progress Report

The Community Planning Manager confirmed that the Strategy is able to be reviewed and updated at any time if warranted, however its full review will be in 2013.

That Council receives the Ashburton District "Sport and Recreation Strategy Progress Report 2011.

Nelson/Favel

Carried

6.4 Heritage Grant Scheme

- 1 **That** Council notes that the balance of the Heritage Grant fund stands at \$60,831;
- 2 **That** a second round of heritage grants be opened in February/March 2012 to consider applications for heritage items, including those which sustained damage from the earthquakes, using the funding available from (1) above.

McLeod/Sparks

Carried

6.5 Creative Communities Grant Scheme

That the minutes of the Creative Community Funding Assessment Committee meeting held on 17 October, 2011, be received.

McLeod/Sparks

Carried

6.6 Proposed 2012 Meeting Calendar

The calendar was amended at the Committee's request and the updated version will be referred to Council. It was recommended that the Operations and Environmental Services Committee meeting day be separated from July onwards.

Attached Appendix A

Recommendation to Council

That Council adopts the 2012 Meeting Schedule for Standing Committee, Council and Methven Community Board meetings.

Kilworth/Nelson

Carried

6.7 Delegations Manual

Delegations for the Senior District Planner will be added to the Manual.

Recommendation to Council

Attached Appendix B

That the revised Delegations Manual October 2011 be adopted.

Burgess/Nordqvist

Carried

Democracy & Community Services Activity Reports

That the reports be received.

McLeod/Nelson

Carried

- **Annual Report**

The Finance Manager reported that Audit has raised one issue with the draft annual report, being the Lake Hood purchase and gift which should have been shown in the 2009-10 report. This expenditure has been transferred back to the 2009-10 report.

- **Winchmore Water Scheme**

The draft management plan has been sent to the Medical Officer of Health. The Community Planning Manager will provide a further report to Council on the proposed transfer of this scheme.

- **Biodiversity Action Plan**

The Canterbury Water Management Strategy Zone Committee will be asked for feedback on the draft plan which will be presented to the 22 November meeting.

- **Art Gallery and Heritage Centre**

The Property Manager reported that the construction is expected to commence early next month with a February 2013 completion date. Mr Rooney confirmed that additional funding will be required for furniture and fittings, however those needs are yet to be determined. Landscaping costs will be met from the Parks budget and it's unlikely that additional finance will be needed to complete this work.

- **Library**

The Committee asked that the District Librarian report back on the effect on library usage from radio advertising and whether it has been the subject of a user survey. Information was also sought on whether there is evidence to show that primary schools are reducing or removing their libraries.

The Committee adjourned for afternoon tea at 3.05 pm and resumed at 3.18 pm.

- **Ashburton-Hakatere River Trail Committee**

The Community Planning Manager was asked to look at the way in which this group reports back to Council. It was agreed that more information on the work programmes and funding requirements could be provided by the Parks Manager in his activity report.

- **Youth Council**

The Youth Council has postponed its Wearable Arts Awards until next year when the Base Café will be operational again.

The Committee was pleased to note that the Youth Council has submitted to Council's draft waste management and waste minimisation plan.

7.1 Finance Activity Reports

That the reports be received.

Nelson/Burgess

Carried

- **Financial report**

Reports for the period ending 30 June 2011 were discussed. The September report was tabled and can be further considered at the Committee meeting on 1 December.

- **Company Road**

Legalisation of Company Road is pending the removal of historic easements. The Property Manager is progressing this with the various property owners who hold the easements.

- **Stadium and Pool complex**

The design brief is expected to be complete next week. The Property Manager reported that some drilling will take place on site next week and the geotech report is due in late November. This information, along with the piezo well data and topographical survey will also be included in the brief.

- **Mt Somers water supply**

A wash-out of an easement is being reinstated by Council's contractor under the direction of the Property Manager.

- **QEII Covenant**

A draft agreement in respect of Swamp Road has been referred back to the QEII Trust. The Property Manager has also spoken to the adjoining land owner about a covenant on the roadside title with the land owner recognising they will be unable to clear the roadside of protected vegetation. Mr Rooney confirmed that the protection will be on the basis that traffic and normal road activity will not be impeded. The QEII Trust's agreement to this is awaited.

- **Community House**

Report work has been undertaken on the building's window frames.

8 Business transacted with the public excluded (3.58 pm)

That the public be excluded from the following parts of the proceedings of this meeting, namely – 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:

Item no	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
8.1	Confirmation of Minutes – 8/09/11 <ul style="list-style-type: none">• Finance matter• Museum & Art Gallery project• Audit & Budget subcommittee• Property & Investment scmte	Section 7(2)(h) Section 7(2)(h) Section 7(2)(h) Section 7(2)(h)	Commercial activities Commercial activities Commercial activities Commercial activities
8.2	Audit & Budget subcommittee	Section 7(2)(h)	Commercial activities
8.3	Property & Investment subcmte	Section 7(2)(h)	Commercial activities
8.4	Transwaste Canterbury Ltd	Section 7(2)(h)	Commercial activities

Nelson/Nordqvist

Carried

Rural Fire Co-ordinating Board

Cr Burgess reported on his attendance at a meeting of the Rural Fire Co-ordinating Group last week where a request was made for a Council contribution to the cost of International Year of the Volunteer medals and commemorative bars. The bars would be presented to volunteer fire fighters who received volunteer medals 10 years ago and are still actively involved in the service. The medals would be made available to volunteers who have joined since that time and are still actively involved.

It was noted that the total cost for the bars would be approximately \$2,500. Council will be able to recover 50% through a NRFA subsidy.

That the request for funding towards the purchase of volunteer medals and commemorative bars be approved, to be met from the emergency management purchases account.

Nelson/Burgess

Carried

The meeting concluded at 5.25 pm.