



# Ashburton District Council

## AGENDA

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

**Date:** Thursday 4 December 2008

**Time:** 1.30 pm

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

B LESTER  
Chief Executive

### **MEMBERS:**

Cr K L Holmes (Chairman)  
Cr N A Brown  
Cr R C Beavan  
Cr J A Everest  
Cr R J Kilworth  
Cr J A Kingsbury  
Cr K W P Lowe  
Cr J Sparks  
Mayor M B O'Malley (ex officio)

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# AGENDA

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28 November 2008

# 5. CORPORATE SERVICES

## 5.1 INFORMATION SYSTEMS

Managers will be able to enter their own budgets directly into the Finance programme. The upgrade to the Property and Rating programme is being prepared and planned. Information about the Council web site is being reviewed because the previous reporting tool has been replaced. The Council on-line (COL) group, which organises the centralised hosting of 20 council web sites, is considering various upgrade options. PCs and laptops are being replaced. The Council network is protected. Information on the GIS mapping programme is being updated and the help desk will become fully operational when the replacement staff member starts. A survey of the Council staff's view of the IS Department has been completed.

### 5.1.1 Technology One

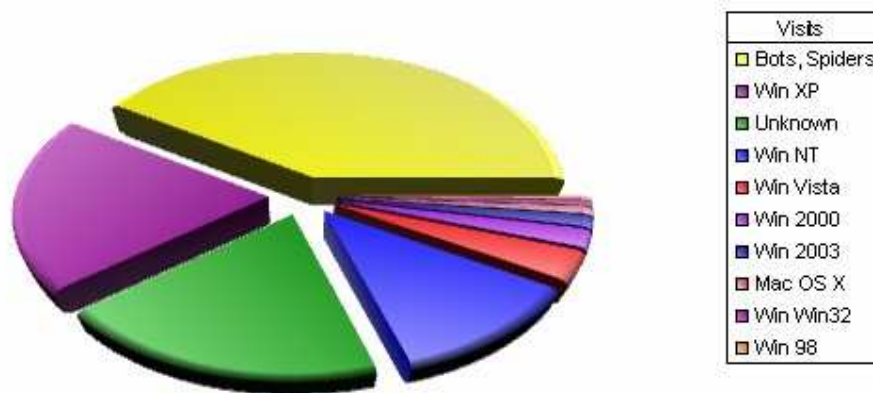
Enterprise Budgeting, a module of CI Financials is implemented. This will allow managers to enter their own budgets for the 2009/10 budget and LTCCP. Presentations and training will be provided by Finance staff in November. Systems are now in place for testing the upgrade of the Property and Rating (Proclaim) programme. A testing schedule is being developed and a suitable time and place will be identified in consultation with each department.

### 5.1.2 Ashburton District Council Web Site

Support for the programme that was used to prepare information for these reports has been withdrawn by the supplier. A new tool is available that will provide the information for this and future reports. One of the additional functions that is now available provides more accurate information about the types of visits to the Council web site. There have been a significant number of hits by Spiders and Bots which are legitimate automated programmes used by search engines to gather information about the content of web sites. Yahoo, Microsoft and Google are the major users of these Spider crawlers. In the future, the number of reported visitors to the site will be adjusted to exclude these crawlers.

**October 2008 Number of Visits by type of operating system.**

Platforms



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Rank	Platform	Page Views	Visits	Hits	Bandwidth (KB)
1	Bots, Spiders	11,920	9,660	22,189	3,048,355
2	Win XP	11,048	4,745	95,797	1,772,943
3	Unknown	8,382	4,549	59,431	842,254
4	Win NT	42,843	2,765	42,923	2,732,741
5	Win Vista	1,856	796	13,989	308,675
6	Win 2000	2,123	482	36,435	353,673
7	Win 2003	591	311	4,906	83,689
8	Mac OS X	582	202	3,884	70,897
9	Win Win32	254	142	254	18,023
10	Win 98	172	83	1,310	44,657
11	Linux	149	42	931	15,035
12	Win Me	54	27	556	6,926
13	Mac PowerPC	3	3	42	821
14	Win	19	3	19	1,132
15	Win NT 4	2	2	2	147
16	Win CE	2	2	7	306
17	Win 3.1	1	1	1	73
18	Win 95	1	1	1	64
19	Win XP64	1	1	1	63
20	OS/2	1	1	1	64
21	Unix	21	1	21	1,446
Total(s)		80,025	23,819	282,700	9,301,983
Average(s)		3,810	1,134	13,461	442,952

The table below lists the phrases used to search and find information on the Council web site.

Rank	Phrase	Visits
1	ashburton district council	538
2	ashburton	130
3	ashburton council	86
4	ashburton cemetery	33
5	<a href="http://www.ashburtondc.govt.nz">www.ashburtondc.govt.nz</a>	27
6	ashburton city council	23
7	Ashburton population	23
8	ashburton district	21
9	Ashburton NZ	16
10	Ashburton history	15
11	Ashburton District Council NZ	15
12	District	15
13	Ashburton cemetery records	13
14	Ashburton domain	11
15	Awa Awa Rata reserve	11
16	asburton District council	10
17	adc	10
18	Ashburton information centre	9
19	council	9
20	trees	8

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21	Ashburton New Zealand	8
22	camping grounds	8
23	ashburton tourism	7
24	ashburton airport	7
25	ashburton rates	6
Other Items (1,649)		1,852
Total(s)		2,911
Average(s)		1

### Phrases used to locate information of the Council Web Site

The Council on-line (COL) group, which organises the centralised hosting of 20 council web sites, is considering various upgrade options. The group consists of Ashburton, Gisborne, Grey, Horowhenua, Kapiti Coast, Otorohanga, Taupo, Thames Coromandel, Waimate, Waitaki, Western Bay of Plenty, West Coast Regional, Whakatane, Clutha, Environment Southland, Hastings, Hauraki, Matamata Piako and Waitomo.

### 5.1.3 Network

A number of new PCs, monitors and laptops will be ordered as part of the cyclic renewal programme. The PCs being replaced are five and six years old and are not capable of supporting upgrades to new versions of operating systems. The PCs have a three year warranty and the goal is to have a cyclic renewal programme to replace PCs after three years. There is an increasing demand for staff to have two monitors and this demand will be accommodated in the renewal programme. The network is being redesigned to enable any movement of departments during any building upgrade or building work. Virus, hacker and spam activity has increased, which has been successfully dealt with by the security measures in place in the Council. The attacks are becoming more sophisticated and difficult to detect and increasingly rely on 'social engineering' approaches that try to attract the user to click on a tempting link such as a greeting card email or an important notice pop up. The number of these is expected to increase in the lead up to Christmas and staff will continue to be warned.

Average Per Day	March 08	May 08	June 08	Aug 08	Sept 08	Oct 08
Emails Sent	133	145	137	156	140	166
Emails Received	4109	4708	4082	3827	4417	4745
Virus/Spam Emails	3978	3566	2911	3362	3352	4444
Virus/Spam Emails %	96.8%	76%	71%	87%	76%	93%
Hacker attacks/month	410	403	401	426	352	725
Computer Availability	99.99%	99.99%	99.99%	99,90%	99,99%	99.90%

### 5.1.4 Addressing information held by Council

The project to improve the quality of the addresses information held by the Council is progressing. Most departments have some input into the process and procedures are being standardised so that the corrected information will be maintained properly.

# 5. CORPORATE SERVICES

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## 5.1.5 GIS

Information from ECan has been updated on the internal GIS system for Council staff. This includes information about well locations, surface water test locations, spring locations, ground water test locations, ECan water consents and flood hazard assessment requests. The interface for the Internet maps is being updated.

## 5.1.6 Help desk

A new version of the help desk software is being installed. This should assist in the reporting of Key Performance Indicators for the department. Marc Hoppins will start as the dedicated help desk person on 24 November 2008.

## 5.1.7 I S Staff Survey

A survey for Council staff has been completed that gave feedback on the perceptions and performance of the IS Department. The questions provided the opportunity to provide comments and feedback on quality and focus, customer focus, effective communication and teamwork. The results will be released during a presentation to Council staff.

## 5.2 RECORDS AND ADMINISTRATION

### 5.2.1 Records

Customer Services continue to add information to the completed Sharepoint knowledge base for all areas of Council activity. The new records classification directory for paper records is being used to inform records plans. The Records Officer continues to maintain property files, including those arising from address queries and is also monitoring the records disposal schedule. The person appointed to the temporary position of Records Systems Officer withdrew and we are reconsidering how best to fill this necessary post. A student has been appointed for the Summer to improve the Council's address files, providing fuller addresses for some rural residents and checking on multiple addresses for some people, so the Council can ultimately comply with the new New Zealand Post address standards.

### 5.2.2 LIM Reports

47 LIM reports were produced in October (60 in October 2007). 46 of these were completed within 10 days and the average completion time was 7.9 days. Procedures have been established to ensure details of clean heat loans are included in future LIM reports.

### 5.2.3 Administration

Statutory Liability and Employer's liability insurance policies have been added to the Council's insurance portfolio. Following clarification of what constitutes "sundry buildings" in the Council's material damage schedule, the modern tennis courts at Dorie, Mt Somers and Ruapuna are being added to the Area Committee schedule. The Council are now making a number of claims following recent fires and the hail storm.

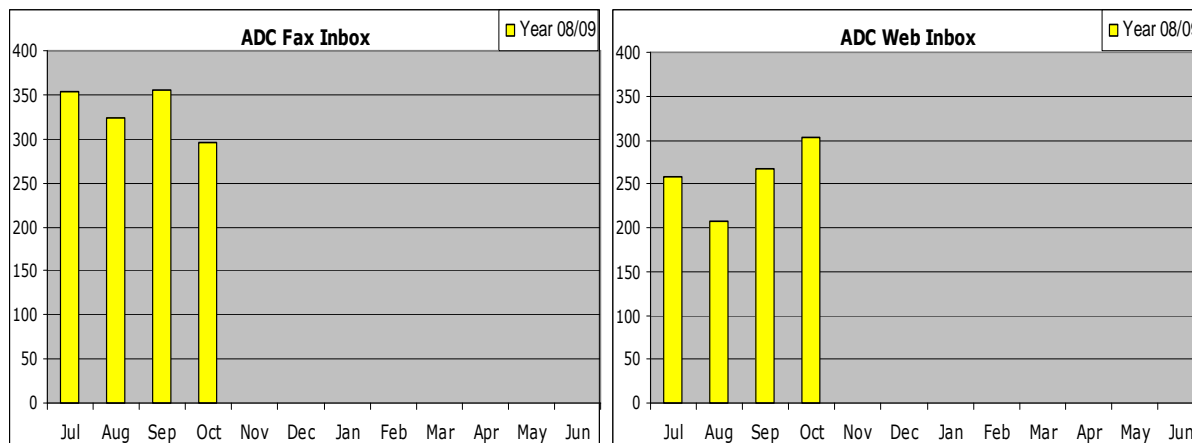
## 5.3 CUSTOMER SERVICES

During October 5,964 calls were made to the Ashburton District Council on 307 7700. The average wait for calls to be answered was 9 seconds.

Following the usual trend, the highest number of calls was for the Environmental Services Departments, although due to the number of calls regarding rates instalment 2, calls for Finance/Rates/Property surpassed Operations in October. Customer Services staff resolved 68% of calls without requiring them to be transferred to department staff.

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As well as answering the Ashburton District Council main phone line, Customer Services staff in the Contact Centre also answer or escalate faxes and emails (info@ashburtondc.govt.nz) sent to the Council. The emails through the website are screened by Information Services for viruses before being allowed through to Customer Services for action. The numbers of faxes and emails received by Council this financial year is shown below. It is interesting to note that the number of faxes received is on par with the number of emails showing there are still plenty of people who opt for this form of communication.



### 5.4 MISCELLANEOUS MATTERS

#### 5.4.1 Mail Management

*Mail management report as at 25 July 2008*

Group	Total Received	Total Completed	Of Completed Within time	Of Completed Overdue	Total Uncomplete	Pending	Of uncomplete Overdue
<b>Mail Management</b>	<b>2805</b>	<b>2760</b>	1504 (54.5%)	1256 (45.5%)	<b>45</b>	16 (35.6%)	29 (64.4%)

#### 5.4.2 Council Seal

Under authority, since last meeting —

- **Lease Documents**
  - Renewal of Lease – ADC vs J Higgins
  - Deed of Lease – Lake Clearwater – Sutherland, Read & Kingston
- **Licence to Occupy**
  - Atkinsons Ltd
  - ADC to Ashdown Land Co Ltd
  - Ashdown Land Co Ltd to ADC
  - Synlait Ltd
- **Subscription Agreement**
  - Issue and purchase of Registered Bond

# 5. CORPORATE SERVICES

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- **Deed of Charge**
  - Registered Bond (\$2m)
- **Contracts**
  - AM-AH10 – Water Pipeline Renewals – ADC/Opus
  - Contract AM-AH11 – Sewer Pipeline Renewals – ADC/Opus
- **Easement Instrument**
  - CDHB – Ashburton Hockey Association
  - MD & JG Burrowes / ADC – 48 McLachlans Road
  - Elmwood Subdivision – ADC / Electricity Ashburton
- **Contracts**
  - AM-AH10 – Water Pipeline Renewals – ADC/Opus
- **Electronic Transaction**
  - 22 Eton Street Subdivison - McPherson
- **Annexure Schedule**
  - Consent Form – DD McCormick

## 5.4.3 Minor Applications

- Creative Fibre Raffle Sales – 21/11/08
- Royal NZ Foundation for the Blind Appeal – 31/10/08
- Save the Children Appeal - 28/9/08 – 4/10/08
- Our Lady of the Snows School – Raffle Sales, Methven - 28/11/08
- Victim Support - Street Appeal– 11, 12, 34, 15, 16, 17/03/09
- Cookie Time – Selling Christmas Cookies Promotion – 1/12/08
- World Ploughing Match - Street Stall, Methven – 12/12/08
- Westpac Rescue Helicopter - Street Stall – 22/05/09
- Cancer Society - Pink Ribbon Day Street Stall – 9/10/09

## 5.4.4 Letters of Thanks

- Staveley Historical & Geological Centre Committee – thanks for Council grant
- Ashburton Mackenzie Community Group Inc – for Council grant
- Ashburton Pottery Society & Woodturners – for Council grant
- Arthritis New Zealand – for Council grant
- Holy Name Church – for Council grant
- Ashburton Museum & Historical Society Inc – for opportunity to present reports to Council
- Ashburton Swim Team – for Council grant
- Mt Hutt College – for donation towards the annual prizegiving ceremony.

S ALLEN  
Corporate Services Manager

# 6. DEMOCRACY & COMMUNITY SERVICES

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## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 5/1/8/2  
DATE: 4 December 2008  
REPORT TO: Finance & Community Services Committee  
FROM: Community Services Officer  
SUBJECT: Road Closure & Glass Ban – East Street (New Years Eve)

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### 6.1 ROAD CLOSURE & GLASS BAN – EAST STREET (NEW YEARS EVE)

#### 6.1.1 SUMMARY

To recommend the temporary closure of East Street, extend the period of the alcohol ban and impose a glass ban on the area for the purpose of holding a “Street Party.”

#### 6.1.2 RECOMMENDATION

- “1. That East Street, from Havelock Street to Burnett Street, be closed to ordinary vehicular traffic from 12.00 noon on Wednesday 31 December, 2008, until 11.00 am on Thursday 1 January, 2009; and
2. That East Street, from Burnett Street to Moore Street, be closed to ordinary vehicular traffic from 2.30 pm on Wednesday 31 December, 2008 until 11.00 am on Thursday 1 January, 2009; and
3. That Burnett Street, from Cass Street to East Street, be closed to ordinary vehicular traffic from 2.30 pm on Wednesday 31 December, 2008 until 11.00 am on Thursday 1 January, 2009, for the purpose of holding a New Year’s Eve Street Party.
4. That pursuant to Clause 2 of the First Schedule to the Ashburton District Liquor Control Bylaw the prohibition of the consumption and carriage of alcohol in the town centre and environs will commence at 7.00 pm on Wednesday 31 December 2008, and continue until 7.00 am on Thursday 1 January, 2009, for the purpose of holding a New Year’s Eve Street Party.
5. That pursuant to clause 16(A) 01.6 pf Council’s Bylaw the banning of glass drinking vessels and containers be imposed as follows:  
  
In the West Street car park and in East Street from Havelock Street to Moore Street and Burnett Street from Cass Street to East Street between the hours of 7.00 pm on Wednesday 31 December, 2008, until 7.00 am on Thursday 1 January, 2008, for the purpose of holding a New Year’s Eve Street Party.”

#### 6.1.3 BACKGROUND

A temporary road closure is required for the purpose of holding the New Year’s Eve Street Party as follows:

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- EAST STREET, from Havelock Street to Burnett Street, from 12.00 noon on Wednesday 31 December, 2008, until 11.00 am on Thursday 1 January 2009
- EAST STREET, from Burnett Street to Moore Street, from 2.30 pm on Wednesday 31 December, 2008, until 11.00 am on Thursday 1 January 2009.
- BURNETT STREET, from Cass Street to East Street from 2.30 pm on Wednesday 31 December, 2008, until 11.00 am on Thursday 1 January 2009.

This application must be considered by Council under paragraph 11(e) of the Tenth Schedule of the Local Government Act 1974, because the length of time the road is required to be closed, exceeds that provided for under the Transport (Vehicular Traffic Road Closure) Regulations 1965. Closure will be subject to the following standard conditions:

1. No objections being upheld against the closure in response to the statutory advertisement.
2. Arrangements are to be made for a pre-event and post-event inspection with a representative from the Council's Operations Department. The inspections are to be completed within three days of the event and results of the inspections will be recorded by Council.
3. The road must be reinstated to the condition prior to the event. Any restoration work required is to be carried out to an arranged programme with Council.
4. Necessary arrangements are made for the tidying and clearing of the road on the closed section of the road and the disposal of any litter.
5. The Ashburton District Council is required to provide adequate safety marshals in distinctive clothing for the event.
6. The Ashburton District Council is required to arrange adequate insurance against its liability to pay damages to any person or entity in respect of any claim on account of damage to property or injury to persons where the damage or injury results from the holding of this event.
7. Provision of a Traffic Management Plan, conforming with the requirements of the Transit NZ Code of Practice for Temporary Traffic Management. Should weather conditions become sufficiently adverse that the road could be significantly damaged as a result of holding the event the organisers shall take the necessary steps to protect the road. This may include delaying or cancelling the event.

The District Council has also requested that a glass ban be imposed on the closed section of the roads for safety and clean up reasons. To facilitate this it will be necessary for the Committee to formally resolve a glass ban on the portion of closed road.

This Committee has also previously resolved that the alcohol ban be extended to cover the 12 hour period 7pm – 7am.

### 6.1.4 STATUTORY IMPLICATIONS

Clause 11 of the Tenth Schedule of the local Government Act 1974 provides –

*“That Council may, subject to such conditions as it thinks fit... close any road or part of a road to all traffic (e)... for any exhibition, fair, market, concert, film making, race or other sporting event or public event.”*

Chapter 16 (A0 01.5 of the Ashburton District Council Bylaw provides –

## 6. DEMOCRACY & COMMUNITY SERVICES

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*“Council may from time to time and by publicly notified resolution place a temporary ban on the possession of glass drinking vessels and containers from any public place throughout the district.”*

Chapter 16 (A) 01.6 of the Ashburton District Council Bylaw provides –

*“A resolution imposing a temporary ban pursuant to Clause 16 (a) 01.5 shall clearly specify and describe the public place in which a temporary ban is to be imposed and shall set out the duration of such ban.”*

Section 151 (2) says –

*“A bylaw may leave any matter or timing to be regulated, controlled, or prohibited by the local authority by resolution either generally, for any specified classes of case, or in a particular case.”*

### 6.1.5 OPTIONS AND RISKS CONSIDERED

The event is run annually and has been managed without incident in the past. A comprehensive Health and Safety strategy has been developed to cover the occasion. Appropriate security is being organised in conjunction with the Police and St Johns Ambulance Service will be in attendance.

### 6.1.6 STRATEGIC LINKS

The Council believes it has a role to play in supporting community events and facilities by running events and supporting community facilities and initiatives through funding. The goals for this activity are:

*To ensure community events, facilities and funding are available to foster community identity, participation and to encourage the use of community facilities.*

### 6.1.7 CONSULTATION

The proposed road closure has been publicly notified in the Ashburton Guardian on Wednesday 15 October and objections called for by 4.00 pm Wednesday 29 October 2008. An objection from the Ashburton Business Association was received regarding the proposal to close off East Street in the morning. After discussion it has been agreed to close the block off from 12 noon.

### 6.1.8 FINANCIAL IMPLICATIONS

There is provision for the costs of the road closure in the Council’s Street Party budget.

#### **Prepared By**

V PRENDERGAST  
Community Services Officer

#### **Approved By**

J G ROLLINSON  
Manager  
Democracy & Community Services

# 6. DEMOCRACY & COMMUNITY SERVICES

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## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO:

DATE: 4 December 2008

REPORT TO: Finance and Community Services Committee

FROM: Community Planning Manager

SUBJECT: Ashburton District Social Wellbeing Strategy

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## 6.2 ASHBURTON DISTRICT SOCIAL WELLBEING STRATEGY

### 6.2.1 SUMMARY

This report provides the Committee with information regarding the development of the Ashburton District Social Wellbeing Strategy and recommends the committee refers the document to Council for adoption.

### 6.2.2 RECOMMENDATION TO COUNCIL

“That the Committee receives the Ashburton District Social Wellbeing Strategy and recommends its adoption by Council.”
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### 6.2.3 BACKGROUND

In February 2008 Council hosted its first Mayoral Social Wellbeing Forum and a workshop with local social service providers. The workshop with local providers was designed to identify social wellbeing issues within the District that could be raised with central government agencies at the Forum.

The Forum collectively decided work should be initiated to develop a social wellbeing strategy for the District that would build on the information captured in the Ashburton District Local Services Mapping Report produced by the Family and Community Services division of the Ministry of Social Development. A working group comprising representatives from Family and Community Services, Work and Income, the Ashburton Safer Community Council, Presbyterian Support Ashburton and Ashburton District Council was given the task of developing the strategy.

A second workshop was held with local service providers in July that identified key outcome areas for the strategy to focus on, developed some draft outcome statements for the strategy and identified actions that would contribute to achieving the outcomes. The information from this workshop was collated into a first cut working draft strategy and presented that to the second Forum in July, which suggested some changes.

The working group then facilitated workstream groups around each outcome area to refine the actions and ensure accuracy of the information in the strategy document. A final draft document was then presented back to the local service providers group and to the third Forum held in November. Further refinements to the strategy have been made as a result of those meetings to produce this final version.

The Strategy, while belonging to the community and being very much a collaborative document, contains a number of actions Council has committed to either lead or contribute to.

## 6. DEMOCRACY & COMMUNITY SERVICES

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The Strategy provides Council with a clear framework within which to play a role in developing services and facilities that will enhance social wellbeing in the District. In most cases Council has already been involved in these areas with the strategy providing clarity around Council's role. The budget provisions required are small and most have been budgeted already in some way or can be achieved through redeployment of existing resources. The Strategy also provides opportunities for Council to work with other organisations in the District to maximise the impact of existing budget provisions.

The Strategy will have a formal community launch on Friday 5 December at 3:00 pm at the Ashburton Trust Event Centre. Deputy Mayor John Leadley and MSD Regional Commissioner Michelle Mitchell will speak at the launch.

### 6.2.4 STATUTORY IMPLICATIONS

There are no direct statutory implications associated with the Strategy.

### 6.2.5 OPTIONS AND RISKS CONSIDERED

Not applicable.

### 6.2.6 STRATEGIC LINKS

**Linkages with LTCCP/ Annual Plan:** The actions contained in the strategy were not identified in the current LTCCP or Annual Plan. All will be covered in the LTCCP 2009-2019.

**Linkages with community outcomes:** The strategy document and the actions within it are likely to contribute to achieving the following community outcomes.

***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
- b. A district that has a strong sense of identity and people who participate in community life (Priority Objective)
- c. A community that values and encourages diversity
- d. A community which recognises and preserves the cultural and social heritage of our district

***Outcome 4: A community with access to quality education and life long learning***

- a. People of all ages have access to opportunities to develop their skills and enrich their knowledge
- b. Education providers have the resources they require to meet community needs
- c. Employers and education providers work together to develop training programs that meet the needs of the local economy (Priority Objective)

***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)
- b. A range of agencies work together to create a safe environment
- c. Good systems are in place to plan for, and respond, to emergencies
- d. Young people are supported to lead healthy and safe lives and are active participants in community life
- e. A caring community that supports the elderly and helps others in need

***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

## 6. DEMOCRACY & COMMUNITY SERVICES

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- b. Cultural, recreational and heritage facilities are maintained and developed to meet community needs (Priority Objective)

***Outcome 7: A community that contributes to improving our quality of life through democratic participation***

- a. The community is provided with opportunities to participate in local decision-making
- c. Advocacy by Community leaders for identified local concerns and issues at a local, regional and national level (Priority Objective)

**Linkages with other council strategies and plans:** There are linkages with the Ashburton District Physical Activity Strategy and with the work of the Ashburton District licensing Agency and the Ashburton District Health Committee. The strategy also links with a variety of advocacy roles Council has focused on in recent years.

### 6.2.7 CONSULTATION

Consultation has been with local social service providers and with central government agencies that deliver services and/ or funding in the social sector in the District.

Some actions contained in the Strategy may have separate consultation processes associated with them as part of the implementation.

### 6.2.8 FINANCIAL IMPLICATIONS

Some of the actions Council is either leading or participating in will require some financial input; however budget amounts are small and are expected to be achieved largely or wholly within current budget provisions.

Overall the Strategy is expected to result in better allocation of resources and produce better results for Council, other participating organisations and the community.

**Prepared By:**

G THOMAS  
Community Planning Manager

**Approved by:**

J G ROLLINSON  
Manager Democracy & Community Services

## 6. DEMOCRACY & COMMUNITY SERVICES

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### 6.3 COMMUNITY CONSULTATION AND PLANNING

#### 6.3.1 Ashburton District Visitor Strategy

The draft strategy is complete and is now available for community feedback until Friday 19 December. Councillors should all have received a copy of the document.

#### 6.3.2 Social Wellbeing Forum

The third local social service providers workshop was held on November 12 and the third Forum on November 19. Both meetings looked at the Ashburton District Social Wellbeing Strategy. The Community Planning Manager has been working with representatives from Family and Community Services, Presbyterian Support and the Ashburton Safer Community Council to develop the Social Wellbeing Strategy for the District. A report regarding the strategy is included in this agenda.

#### 6.3.3 Community Outcomes Monitoring Framework and Report

Council's Policy Advisor has finalised a draft community outcomes monitoring framework detailing the approach to be taken and the indicators. This has been sent to key stakeholders for feedback and to meet the requirements of the LGA section 92. A number of responses were received offering suggestions on how the indicator set could be refined. In the meantime much of the data required has been captured and is ready to slot into the report.

#### 6.3.4 2009-2019 LTCCP

The Revenue and Financing Policy review is complete. The review of the Development and Financial Contributions Policy, the Significance Policy, the Public Private Partnership Policy has begun with these policies now at a stage of being ready for elected members to review.

All managers are preparing Activity Management Plans using latest information and budgets. The information in these plans will form the basis of activity information included in the LTCCP.

#### 6.3.5 Methven and Rakaia Community Strategy Reviews

The community planning team are working with the Rakaia Community Association and the Methven Community Board in processes to review and update both documents. The first community workshop for the Rakaia process was held on 30 November and the first Methven workshop will be held on 7 December.

The information captured at these workshops will be used to develop a first cut draft strategy for each community and these will be discussed further at community workshops to be held in Rakaia on January 25 and in Methven on February 15. From there the final reviewed community strategies will be developed and open to each community for final feedback before adoption.

An independent facilitator, Mr Richard Budd, will host the workshops with community planning staff supporting at the workshops and undertaking the strategy development and collation.

## 6. DEMOCRACY & COMMUNITY SERVICES

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### 6.3.6 Newcomers Project

This project is being managed by DIA and MSD and we have not heard when we can expect to receive a report from the research undertaken into migrant and newcomers' experiences of moving in to Ashburton District. The organisations involved had indicated the report was to have been available earlier in November but we have not received any information on when it might be complete.

### 6.3.7 Physical Activity Strategy

Council's Policy Advisor has prepared a preliminary application for funding from SPARC's contestable funding pool that has been accepted and a detailed application requested. The application was developed in collaboration with Sport Mid Canterbury and focuses on developing a Sports HQ premises for the District which would be a shared office resource for a number of key sports administrators and personnel.

Further meetings have been held with potential partner organisations regarding the proposal and most are keen the progress the application and would look to be involved in a shared facility regardless of the success of the SPARC funding application. A more detailed report on this project is on the agenda for this meeting.

### 6.3.8 Reserve Contribution Policy

Work has begun on a report providing policy options with respect to the spending of reserve contribution funds. This should be available for consideration by elected members early in the New Year.

### 6.3.9 CBD Issues

- **Ambassadors**

Good interest has been shown in these positions and to date three very suitable people have been appointed.

The Safer Community Council is currently following up a further two applications and looking to interview next week. The intention is to hire four staff and they should all be appointed by the time the programme commences.

Induction and training have been scheduled for early December which is the first time all appointees are able to assemble together and the first patrol is set to be in operation by mid-December.

- **CCTV**

Discussions have been held with a local security firm on options to increase effective coverage around the toilets / chequerboard area giving coverage both front and rear into the access way behind the chequerboard. The addition would be cost neutral but give better coverage.

Consideration has been given to setting up a network arrangement which would enable us to have permanent camera housing built in Tancred / Burnett / East Streets and place a camera in the housing at any time. Each camera will cost around \$400/month. It is proposed to use one camera and shift it from time to time as is done with speed cameras. The cost of the network is about \$9720 Plus GST, plus an annual service fee of about \$2000 pa plus GST.

The Timaru Police currently have the ability to monitor the existing cameras live and this will continue using the Information Centre as the hub.

# 6. DEMOCRACY & COMMUNITY SERVICES

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## 6.4 LIBRARY

### 6.4.1 Issues and Membership

The issues for October showed an increase of 1061 issues over those for October, 2007. Gains in children's fiction, young adults and large print books are noticeable. The better issue results so far this year are reflected in a much healthier year to date figure, with 6095 more issues being recorded over the first four months of this year.

### 6.4.2 Book Buying

The cataloguers are having a busy time of it as efforts are made to buy more books than usual during the first half of the financial year, especially in the more expensive subject areas. The sharply falling dollar will probably make books not presently in the country 10-20% higher in price in the New Year.

### 6.4.3 Ashburton – 150 years of Settlement

The library has contributed to the "Ashburton, 150 years of settlement" celebrations in a number of ways, beginning with staff dressing to represent several different decades on 30 October. A changing selection of photographs has been on display all month prompting much comment and nostalgia, while there has also been keen interest in the accompanying displays of books about the local area. Entries for the "Identify the buildings" competition are starting to come in.

### 6.4.4 Promotion

Diane Haslett, Customer Services Librarian, has talked to two community groups, the Ashburton Ladies Probus Club and a group from St Davids Church, about the library and its services.

Preparations are also underway for the library to take part in the Community Services Expo being held next month.

### 6.4.5 Displays

In addition to the library's own historical displays, the Altrusa Club, the planned Christian School, and Occupational Awareness used the community display facilities during October.

### 6.4.6 Children's Library

In the first week of the school holidays we had a craft morning where children made very creative hats, dinosaurs and daisy cards. In the second week Jac Sparks ran a highly successful colour skills workshop for the older children.

Dorie School's junior classes and Years 4, 5 & 6 from Allenton School all visited in October. These sessions are a great way to promote the Library and its resources.

### 6.4.7 Statistics for October

Issues	October 2008	October 2007
Non-fiction	4600	4559
Fiction	4463	4145

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Large Print	2396	1953
English Resources	21	7
Rentals	73	55
Young Adult Fiction	947	843
Young Adult Non-Fiction	132	127
Young Adult Magazines	57	57
Young Adult CD	70	75
Paperbacks	390	408
Magazines	472	444
Adult Audio	108	152
Adult Video	200	217
Junior Fiction	8099	7733
Junior Non-Fiction	2193	2417
Junior Magazines	327	346
Junior Audio	392	345
Junior Video	825	826
Requests	18	10
Stack	76	90
Undefined	146	135
<b>TOTAL</b>	<b>26005</b>	<b>24944</b>
<b>Issue - Year To Date</b>	<b>108592</b>	<b>102497</b>

<u>Memberships</u>	Total at end October 2008	October 2007	Added during October 2008
Adults	7873	7998	48
Young Adults	992	1067	3
Junior	2920	2895	22
Non-resident	106	100	0
Other	394	401	3
<b>TOTAL</b>	<b>12285</b>	<b>12461</b>	<b>76</b>

<u>Foot Traffic</u>	October 2008	October 2007
	<b>12096</b>	<b>11841</b>
<b>Year To Date</b>	<b>56316</b>	<b>48457</b>

<u>Reference Enquiries</u>	October 2008	October 2007
Adult	626	511
Children	134	152
<b>Total</b>	<b>760</b>	<b>663</b>

# 6. DEMOCRACY & COMMUNITY SERVICES

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## 6.5 PARKS AND RECREATION

### 6.5.1 Ashburton Domain

Mowing is in full swing and keeping the mower operators busy, especially where we have been able to irrigate.

Annual beds are being planted for summer display. Daffodil beds have now been mown off.

The paddling pool was cleaned out and up and running for Labour Weekend.

Ashburton Domain has been very busy in past weekends with a number of picnics taking place, cricket matches, guided tours, Top Town get together etc.

### 6.5.2 Staff

John Hoogweg, Paul Trott and Frith Chamberlain have joined the Parks team in the last two weeks.

### 6.5.3 Township Beautification and Sports Grounds

Staff have been busy planting annual beds for the summer display.

Mower operators are busy keeping all the areas mown although growth is starting to slow down due to dryness.

All daffodil beds have now been mown off.

Since the start of the cricket season, the cricket outfielders are being mown and caught each week. A couple of the staff members have also been involved in preparing the cricket pitches in the Oval for various matches.

The Turton interpretation panel has been installed.

Eighteen Japanese maples (*Acer palmatum* 'Osakazuki') and six Tupelo (*Nyssa sinensis*) have been planted on Geoff Geering Drive at the Albert Street subdivision.

The water cart has already been out watering trees due to the extreme dry.

### 6.5.4 Rural Reserve Beautification

Staff have been busy mowing and spraying in some areas.

Toilet and litter runs are being done regularly as we gear up toward the holiday period.

### 6.5.5 Playground Equipment

A new pre-school playground is being installed at the Methven Railway Reserve.

Lake Clearwater Hutholders Association has had a new playground installed.

Rakaia Mouth Huts residents have been upgrading their playground.

### 6.5.6 Weather

Mother Nature has been cruel for plants through late frosts (grass minimum to 4.8C and air temperature to -0.6C on 6 November), strong winds, and to make matters worse, a downpour of very large hail stones. The nursery glasshouses sustained major damage with one house suffering 40 - 50% breakage and the other approx 35%.

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### 6.5.7 Cemeteries

All the rural cemeteries have been sprayed for weeds ready for the holiday period.

#### Ashburton Cemetery

September 2007		September 2008	
Interments	4	Interments	8
Ashes	8	Ashes	9
October 2007		October 2008	
Interments	10	Interments	6
Ashes	3	Ashes	4
November 2007		November 2008 to 21/11/08	
Interments	6	Interments	2
Ashes	7	Ashes	1

### 6.6 YOUTH COUNCIL

**MINUTES** of a meeting of the **ASHBURTON YOUTH COUNCIL** held on Tuesday, 4 November 2008, in the Council Chambers, Ashburton District Council, commencing at 5.35 pm.

**PRESENT:** S Putaranui (Chair), S Lewthwaite, L Howden, E McGregor, K Moses, B Stevenson, G Robertson.

Also in attendance G Thomas (Classic Hits), J Redmond & S Mui (Ashburton Anime Association) and V Prendergast

**APOLOGIES:** S Smith, G Wragg, J Corbett, L MacGregor and S Ruck **Sustained Minutes**

“That the minutes of the Ashburton Youth Council held on Tuesday 14 2008, be taken as read and confirmed.”

Sam / Kate **Carried**

#### Matters for Discussion

John Redmond and Sam Mui from the Ashburton Anime Association were introduced and advised members about the Anime Association. They want to let members know that their club exists and that it may be something other young people in the town are interested in. John and Sam started up the club in 2005 for young people who have an interest in Anime and Manga film. They are keen for new members and asked Youth Council members to spread the word about their club which is another outlet for young people over 16 years to share an evening with like minded people in a safe environment. They meet every Saturday night at the Ashburton Sports Hall to hold an informal meeting, eat, watch films and hold discussions. Youth Council members agreed to distribute posters and flyers around Ashburton College and Mt Hutt College about the club on their behalf.

Gareth Thomas from Ashburton radio station, Classic Hits advised members about an upcoming event – “Christmas in the Carpark” which is being held on Friday 5 December at 6.00 pm in the Harvey Norman carpark. Local bands have been confirmed to play at the event which is a fundraiser for Ronald McDonald House.

## 6. DEMOCRACY & COMMUNITY SERVICES

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Gareth requires volunteers to assist him with running of the event. Members to let Vikki know as soon as possible if they are able to help Gareth at the event.

### **Clothing**

A black hoodie has been selected for the Youth Council 'uniform'. Vikki to collect sizes and style required from members at the next meeting, after which an order will be placed with the manufacturer.

### **“Spring Clean”**

A new date of Saturday 22 November at 10.00 am has been set for the Spring Clean (meet at Allenton Rugby Club as per last time). A reminder will be sent out to all members the week of the event.

### **Youth Council Website**

Luke has been contacted by Phil from Zeald website design and will report back to members when he has further information to share. Gareth offered his assistance to Luke with the website also.

### **District Diary**

Any outstanding photos or profiles for the December edition of the District Diary should be emailed to Vikki or the Courier as soon as possible

### **General Business**

*Kate read out a proposal she has put together regarding holding a 'Blue Light Disco' in February 2009. The idea is to hold a concert for young people in Ashburton in a local hall. Kate will approach ACADS and local Police to gauge support and will report back to members at the next meeting. If Youth Council members know of any local bands that might be interested in participating in such a concert they should let Kate know at the next meeting.*

Shama read out a letter of thanks from Ngaire Tinning, the Councils Road Safety Coordinator to those Youth Council members who helped out at the Ashburton Show on Saturday 1 November.

Luke has investigated options for holding a drive in movie. He will gather further information, including likely costs and report back this back at a later date.

### **Next Meeting**

The next meeting of the Ashburton Youth Council will be held on Tuesday 2 December, 2008, in the Council Chamber commencing at 5.30 pm.

The meeting concluded at 6.55 pm.

# 6. DEMOCRACY & COMMUNITY SERVICES

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## 6.7 YOUNG PERSONS FORUM

**REPORT and MINUTES** of the **YOUNG PERSONS FORUM** held in the Council Chamber, 5 Baring Square West, Ashburton, on Wednesday 22 October, 2008, commencing at 9.05 am.

**PRESENT:** His Worship the Mayor Mr M B O'Malley, Councillors L J Leadley (Chair), Crs J Burgess, R Kilworth, K Lowe, K Holmes, R Beavan, B Tasker, J Everest, J Sparks and J Kingsbury.

Representatives from Rakaia School, Tinwald College, Wakanui School, St Josephs School, Mt Somers Springburn School, Hinds School, Borough School, Ashburton College, Ashburton Intermediate and Mt Hutt College.

Community representatives from community organisations including Ashburton Police, Enterprise Ashburton, ACC, Presbyterian Support, Fire Safety, Rural Women, Ashburton District Road Safety, St John Ambulance, Sport Mid Canterbury, Methven Youth Mentor and Ashburton Safer Community Council

Also in attendance the Roothing Safety Co-ordinator, Children's Librarian, Policy Analyst, Project Support Officer and Community Services Officer.

**APOLOGIES:** C Galland, K Spicer, K Pritchard, Dorie School, Allenton School, Netherby School, Lauriston School and Our Lady of the Snows School.

Mayor O'Malley welcomed the young people and community representatives to the forum, noting that the forum provides an important opportunity for young people to present their views to Council and community representatives.

As chairman of the forum Cr Leadley introduced the Councillors and staff members present. The young people were then invited to make their presentations on the topics from the Safekids Campaign, which this year are Burns Prevention and Drowning Prevention or other topics that they wished to discuss about the District we live in. Cr Leadley reminded the young people to speak openly and honestly and that their views would be listened to.

Representatives from the following schools presented the following issues and concerns to the forum:

### **RAKAIA SCHOOL – Nirvana Edgecombe and Lilly**

- Spoke about fire safety, water safety and road safety issues in Rakaia. Asked Ashburton District Council to lead the way with fire and road safety issues in our district to ensure young people are safe in our community. This they believe could be done by using some money from rates to install smoke alarms in all homes, encourage all schools to complete the Fire Safety programme with the NZ Fire Service and provide funding or apply for funding for bumper stickers and gift packs to promote the fire safety message.
- Water safety needs to be part of the school programme. The community pool needs to work with schools to make the pool available and their staff available to help with training.
- Have concerns that it is taking too long for further progress on the Rakaia underpass – asked Council to encourage Transit to build the underpass soon.

## 6. DEMOCRACY & COMMUNITY SERVICES

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- Nirvana and Lilly finished their presentation with a short song:

*'ADC  
It's as easy as 1,2,3  
You have to listen to me  
About our children's safety'*

### **TINWALD SCHOOL – Sean McCormack and Claudia**

- Spoke about issues in Tinwald and the Tinwald domain.
- More planting of trees in remote areas required and a track required upstream in the Ashburton river.
- New cricket and tennis nets required for the Tinwald Domain, as well as the new netball hoops at the Tinwald Sports and Recreation grounds
- The Tinwald Pool needs better advertising and signage. This would result in more people using it which would encourage longer opening hours and more volunteers to supervise at the pool.
- Would like to see more traffic islands in the middle of Archibald Street to help with crossing the road.
- Concerns about the amount of graffiti appearing around town.

Cr Kilworth reminded Sean and Claudia about the Tinwald Domain redevelopment plan that is underway. They believe that pupils and parents of Tinwald School would be happy to be part of the consultation process regarding improvements to the Tinwald Domain.

A common theme was seen amongst Hinds, Rakaia and Tinwald students regarding feelings of unsafeness when crossing state highway one. Principal of Tinwald School, Chris Herrick said they are trying to make pupils physically active but if it is not safe to cross the road parents are driving them to school instead. Installing traffic lights is seen as the answer to the problem.

The Police reminded everyone that if they see graffiti or undesirable behaviour in Ashburton they need to report it. If the Police are not aware of a problem they cannot do anything about it.

### **WAKANUI SCHOOL – Barbera and Sophie**

- Spoke about burns prevention and in particular problems with burns in the rural areas.
- Have produced a 'Farm Checklist' which has simple steps to ensure fire safety on the farm – includes advice about burn offs, burning rubbish and welding.
- Would like the checklist distributed to all farmers in the district.

Maureen Maginess from Mid Canterbury Rural Women has offered to look at how they could distribute the pamphlet.

### **ST JOSEPHS SCHOOL – Georgia Ryk, Jack Hanrahan and Adam Tupper**

- Discussed drowning prevention and in particular Ashburton's Mill Creek and the many places where it should be fenced:
  - The drain under Creek Road
  - The stream between pages Road and West Street
  - Outside Robbie's on West Street
- Laws need to be enforced for fencing pools etc in the same way speed limits are enforced.
- Real Estate agents should ensure pools etc are sufficiently fenced when selling property.

## 6. DEMOCRACY & COMMUNITY SERVICES

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- Signs could be placed outside houses warning a pool is present
- Ashburton could be the first District to provide free swimming lessons and ‘pool signs’ on houses

The students agreed that placing signage at Mill Creek could be helpful in warning of the dangers of the water.

The presentation finished with their “Mother Earth Rap”

### **MT SOMERS SPRINGBURN SCHOOL – Hayley and Samuel**

- Spoke about the good and bad things in the district
- The good things include: the views, the people, the great things we can do here
- The bad: litter, people who are not grateful for what we have
- Each school should have compost bins for food scraps
- More native trees should be planted in the district
- We need to reduce, re-use and recycle more

### **HINDS SCHOOL – Kyle and Connor**

- Spoke about the Ashburton District.
- The Ashburton Community Pool is not adequate for the number of young people in the District – lessons are often fully booked and the quality of the pool could be improved
- The domain is a real asset to the community
- It is good that the Ashburton District Council have recognised and promoted water storage
- The bridge at Farrels’s crossing is not permanent bridge due to flooding and detours often hamper school bus routes.
- Have concerns about people speeding through Hinds and it feels unsafe to cross the main road. Many people think the traffic island outside the tavern should be outside the dairy instead.
- There are many potholes down Hinds Arundel and Isleworth roads.
- The toilets in the Hinds and Ashburton domains need upgrading as well as the playground equipment
- Inappropriate tagging exists around the district

The students were advised that Council is aware that the Community Pool is under pressure and the cost that exist for all schools in the district to transport pupils to it and that they want to help.

They were also reminded that if they see something that requires attendance ie. potholes to ring the problem in to the Council so it can be attended to.

### **ASHBURTON BOROUGH SCHOOL – Hazel Redmond and Josie English**

- Spoke about drowning and burns prevention
- We all need to raise awareness of childhood burn injuries
- Both are road patrollers at Borough School and have concerns regarding safety at their school’s pedestrian crossing on Short Street

## 6. DEMOCRACY & COMMUNITY SERVICES

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The Road Safety Co-ordinator confirmed she will be at Borough School over the next week to observe the pedestrian crossing at peak times. The students would like to see changes made to their crossing like those made recently at Allenton School.

The Police reiterated that unless 100% sure, school road patrollers should not send anyone across the pedestrian crossing.

Russell Harris from St Johns reminded the audience about their free in school educational programme they offer. Cr Leadley suggested he contact the Principal's Association about the programme (and the Fire Service so the same with the Fire wise programme) to ensure that if any school wanted to take up these offers they could.

### **ASHBURTON INTERMEDIATE SCHOOL – Melissa Gooseman and Ryan Strijbis**

- Have asked their school mates what they like and do not like about our district.
- More rubbish bins are required - food wrapper rubbish in domain is particularly bad
- More drinking fountains needed in the domain
- Lack of amusement activities especially for teenagers ie. 10 pin bowling, go-karts, laser-strike, mini-golf
- Would be great if attractions were growing at the same rate as commercial growth in Ashburton
- New indoor and outdoor facilities for leisure activities, or if a new stadium cannot be built renovate existing sports grounds
- Have a purpose built area away from the town centre for tagging and graffiti.
- The skatepark needs improving
- BMX track is overgrown, motocross track is too small and dangerous
- Cyclist safety on East and West Street roundabouts – traffic lights need to be installed instead?
- Lots of broken glass on our roads and footpaths
- Could more mountain bike tracks be made or the existing one extended?
- Could speed bumps be placed on Walnut and Chalmers Avenues to slow boy racers down? Some cars do not stop at pedestrian crossings.
- Thinks Ashburton is a great place to live

The Mayor advised that there is land available near the Riding for the Disabled for a motocross track but someone is needed to supervise and organise it. If the young people know of anyone who is prepared to take this on they are to contact Council.

### **ASHBURTON COLLEGE – Stacey Smith and Blair Stevenson**

- Spoke about the need for more awareness regarding water safety and the Ashburton Youth Health Centre
- More education of water safety is required at a young age
- Would like to see a scheme in every school to educate about water hazards and how to avoid them, especially as summer is fast approaching
- Advised that the Ashburton Youth Health Clinic is almost up and running and will be a place for young people aged between 12 and 25 to get help with a range of things from general health enquiries to counselling and budget advice.

## 6. DEMOCRACY & COMMUNITY SERVICES

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### **MOUNT HUTT COLLEGE – Holly and Markus**

- Spoke about drowning prevention
- With help from Council water safety awareness could be promoted
- Lack of a good swimming pool and the closure of many school pools in the district is an issue that needs addressing.
- Free first aid courses focusing on CPR and water safety are needed
- Mt Harding creek, down Forest Drive in Methven does not meet the standards to be fenced but is very dangerous.
- Young people should take the responsibility to close swimming gates etc so that younger people cannot sneak in undetected, stop people from running around pools
- If you have holidays around water you must have life jackets
- Supervision, water awareness, education and swimming lessons are the key steps that need to be taken to protect our community from drowning.

Michael Morris, Injury Prevention Consultant for ACC, congratulated everyone on their enlightening speeches. He explained that ACC receives 1.7 million claims a year and one third of these are from accidents around the home so today's speeches were of great relevance.

Cr Leadley thanked the children and schools for participating in the forum and said that the calibre of public speaking is envious. He reiterated that their views are valuable to the community and the level of interest shows how Council needs to take notice of what young people in the district have to say.

The Mayor also thanked everyone for attending the forum and said how valuable it is to hear from the youth of the district. He mentioned it is the only time in the year that so many different representatives of the community meet in such an environment. He said he would love the support of these agencies to recognise many of the issues presented ie. graffiti and rubbish problems and work through ways of rectifying them.

At the conclusion of the forum, Councillors and Michael Morris chose St Josephs and Wakanui Schools as the winners of the \$450 from ACC. The money will be shared between the two schools and the Community Services Officer will arrange payment as soon as possible.

The forum concluded at 12.28 pm and a light lunch was served.

J G ROLLINSON

**Manager**

**Democracy & Community Services**

# 7. FINANCE

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## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO:  
DATE: 4 December 2008  
REPORT TO: Finance & Community Services Committee  
FROM: Finance Manager  
SUBJECT: Industrial Development Reserve

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### 7.1 INDUSTRIAL DEVELOPMENT RESERVE

#### 7.1.1 SUMMARY

Council has a special fund called the Industrial Development Reserve. This reserve has a current balance of \$876,418 and could be used to assist with the funding of the Ashburton Business Estate Development.

#### 7.1.2 RECOMMENDATION TO COUNCIL

“That Council’s special fund called the Industrial Development Reserve be applied against the costs of the Ashburton Business Estate Development.”

#### 7.1.3 BACKGROUND

Council has for many years maintained a special fund call the Industrial Development Fund. This fund has existed since amalgamation in 1989. The fund currently has a balance of \$876,418. The purpose of the fund is per its name; to fund industrial development within the District. The development of the Ashburton Business Estate fits the purpose of the fund. Spending on this development is currently \$6.3 million, and the balance of the special fund should be used to assist with funding this project. It is not intended that this fund be reimbursed as net proceeds of the development will be credited to the Freehold Land (property) reserve account.

#### 7.1.4 STATUTORY IMPLICATIONS

There are no statutory risks associated with this recommendation. These funds were set up under previous local government legislation and although a formal recommendation may not be strictly necessary, it is considered prudent that Council approval for the use of any special fund be sought and recorded.

#### 7.1.5 OPTIONS AND RISKS CONSIDERED

An option would be to leave the fund intact. However the fund was created for the very purpose such as the Ashburton Business Estate development.

#### 7.1.6 STRATEGIC LINKS

The use of this fund is consistent with Council’s policies and the fund has not been identified as funding any other expenditure in Council’s LTCCP.

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## **7.1.7 CONSULTATION**

There are no consultation issues.

## **7.1.8 FINANCIAL IMPLICATIONS**

The use of the fund will mean a reduction of external loan funding required to the extent of the balance of the special fund.

### **Prepared By**

P L BRAKE  
**Finance Manager**

### **Approved By**

B LESTER  
**Chief Executive**

# 7. FINANCE

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## 7.2 FINANCE

### 7.2.1 Budgeting Model

The new TechnologyOne budgeting model is now being rolled out for use by departments in the preparation of their 10 year financial budgets. This module is being overseen by the Accountant and the District Forester who has been involved in the development of this module.

A general presentation to those staff who will be working with this module has been held and there will be one on one training as necessary over the next two weeks. The use of this budgeting tool should speed up the budgeting process and reduce the likelihood of errors. It also builds into the process formal approval procedures. However, the presentation of the budget information to Council will be similar in format to previous years.

### 7.2.2 2007-2008 Summary Annual Report

The 2007/08 Summary Annual report has been completed and signed off by our auditors on 24 November 2008. The statutory deadline for this was 30 November 2008. Copies of this report have been forwarded separately.

### 7.2.3 Quotable Value Ltd – Monthly Residential Market Report

Quotable Value Ltd as part of their valuation contract supply Council each month with a residential market report (which is also released publicly). This report may be of interest to Councillors and therefore will be now included in the agenda. (See the October 2008 report). **Pages 34-41**

### 7.2.4 Fuel Supply Contract

Work has commenced on a review of the contract for the supply of petrol and diesel fuel. The existing arrangement with Mobil has been in place for a number of years, and it is timely that a review is undertaken to ensure Council is minimising the cost of these supplies.

### 7.2.5 2007/ 08 Works Loan

An external loan for \$3,368,000 was entered into on 7 August 2008 to fund capital expenditure in the following activities

Ashburton Wastewater	\$1,620,000
Ashburton Water	\$1,340,000
Methven Water	\$ 65,000
Fairton Water	\$ 27,000
Mayfield Water	\$ 40,000
Mt Somers	\$ 70,000
Planning (District Plan)	<u>\$ 206,000</u>
	\$3,368,000

The term of the loan was three years maturing on 15 July 2011 at a yield of 8.2%.

# 7. FINANCE

## 7.3 FORESTRY

### 7.3.1 Sales and Harvesting – Forest Summary *Period: 1/10/2008 to 31/10/2008*

Products	Quantity	Units	Net Value
S30 RADIATA SAWLOG	59.25	tonnes	\$2,416.72
S22 RADIATA SAWLOG	116.52	tonnes	\$3,390.07
PRAD M18 SRS	89.21	tonnes	\$1,632.12
KA EXPORT	125.192	JAS	\$3,480.01
KS EXPORT	236.047	JAS	\$4,762.72
KI EXPORT	168.243	JAS	\$2,076.62
KIS Export (Small Industrial)	92.691	JAS	\$788.71
SMALLWOOD	31.3	tonnes	\$509.02
PRAD firewood	264.48	tonnes	\$1,462.57
<b>Forest Total</b>	<b>1,182.93</b>		<b>\$20,518.56</b>

The log uplift summary above is for the Hendersons Road plantation at Winslow. Harvesting and log uplift at Hendersons Road was completed during October. This plantation which was approximately 31 hectares yielded just over 11,000 tonnes of logs. The recovery achieved was less than expected although only by 7% which is within the probable limits of error. The log sales net return was higher than expected even with the lower volume, budget sales were \$152,000 and actual sales were \$174,000 (+14%).

#### Expected vs. Actual Log Uplift – Cpt 55 Hendersons Rd

Log Grade	S30	S22	M18	KA	KS
Estimate	1021	559	1243	1408	1294
Actual	1109	1094	1459	429	882
Diff.	108.6%	195.8%	117.3%	30.5%	68.2%
Log Grade	KI	KIS	Posts	Chip	TOTAL
Estimate	1105	1485	124	3675	11914
Actual	1253	1068	92	3645	11031
Diff.	113.4%	71.9%	74.1%	99.2%	92.59%

#### Units tonne & JAS

Two small plantations on the Hinds Arundel Road were clearfelled after the completion of work at the Winslow block. These plantations were causing problems with roadside power wires and boundary fences. Both plantations had ponds in old shingle pits to negotiate, this along with the power wires and public roads to deal with made harvesting difficult and expensive. When costs associated with moving logging machinery and traffic management included these plantations cost the Council over \$2,500 net each to harvest, this includes log sale revenue. The costs associated with clearing these very small plantations demonstrates why it is difficult to achieve an acceptable rate of return from forestry in smaller blocks.

# 7. FINANCE

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## 7.4 PROPERTY

### 7.4.1 Rangitata Terrace Road Stopping

Preparation of written evidence completed for exchange. A hearing is likely to take place in February 2009. A final date is awaited from the Environment Court.

### 7.4.2 Mayfield Fire Shed

Work on the new building has commenced. A meeting was held with representatives from the Fire Unit and Ambulance. Minor changes requested will be accommodated.

### 7.4.3 Rakaia Medical Centre

Work is underway on the extension.

### 7.4.4 Acton Centre, Rakaia

Painting of this building has commenced.

### 7.4.5 Methven Skate Park

Negotiations with Telecom are continuing and feedback is positive with support being expressed by local Telecom personnel.

### 7.4.6 Airport

Survey data is being finalised to enable noise boundaries and flight paths to be assessed as part of the draft development proposals.

### 7.4.7 Methven Medical Centre

The architect's scheme plan is with tenants for comment. When tidied up the proposal will be estimated for budgeting purposes.

### 7.4.8 Rakaia Hall

The insurance repairs to the floor have failed. The new flooring has given way in places. This matter is being taken up with the insurers.

### 7.4.9 Geoff Geering Drive

Work has been completed and the Section 224 Certificates applied for. On the basis that this is issued, titles will be requested prior to Christmas and should be available early February.

P L BRAKE

**Finance Manager**