



Ashburton District Council

AGENDA

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

Date: Thursday 27 March 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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5. CORPORATE SERVICES

5.1 INFORMATION SYSTEMS

Introduction

Spam emails and attempted hacks continue to occupy IS staff time and inconvenience staff as suspect email is delayed until it can be checked. IS staff assess over a thousand emails each morning and release the small number that are legitimate and continue this activity throughout the day. There is no prospect of this workload decreasing despite NZ legislation intended to target the perpetrators. The security measures in place at the Council are as automated as possible and have been successful so far. The web site continues to attract visitors from around the world and genealogists make use of the cemetery records available on the Internet. Local people download council documents, saving time and expense for staff. Continual improvement is being made to computer systems and business processes. Customer Services continue to deal with enquiries and requests by phone and visits to the counter. The staff are being trained to take on more duties. Records and Administration are producing LIMs and making improvements to the management of property records.

5.1.1 Technology One

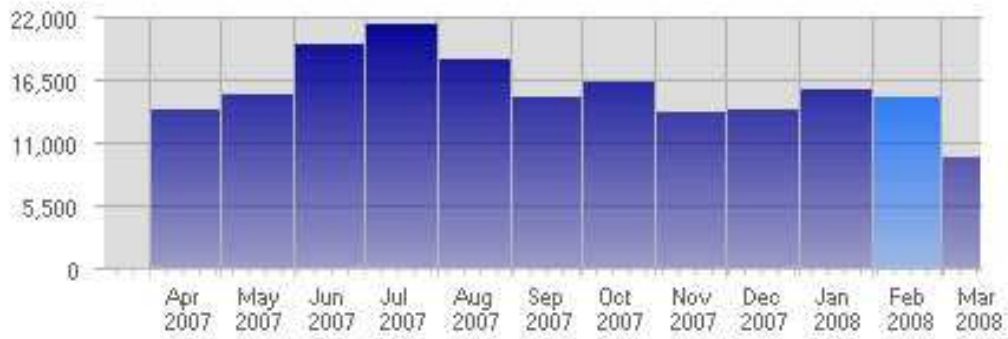
The module for processing sub division applications has been re-developed with the Planning Department and is now live. This module has been continually modified as improvements to the business process have been identified. The module for processing land use applications is being re-developed with planning staff.

5.1.2 Ashburton District Council Web Site

The Notices and Cemetery searches were the most popular web pages visited in February. The Annual Plan 2007/08 and the Cattle/Stock Crossing Road Code of Practice document were the most popular downloads. The ability for customers to help themselves to information has saved time and expense for the Council and staff. The visitors to the web site are predominantly English speaking from a variety of continents. Information is not available about the pages visited by visitors from different continents, but the list of sites that visitors are referred from indicates that genealogy is of interest to many foreign visitors.







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February 2008 ADC web site visits:



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Pages viewed in February 2008 - 15,076

Language Preferences		Visits by Continent			
English is the overwhelming majority					
#	Language	#	Continent	Total Visits	Percent of Visits
1.	English	1.	 Oceania	2,590	36.01%
2.	French	2.	 North America	2,593	36.05%
3.	German	3.	 Europe	1,442	20.05%
4.	Polish	4.	 Asia	475	6.61%
5.	Italian Bulgarian	5.	 South America	58	0.81%
6.	Dutch	6.	 Africa	34	0.47%
7.	Finnish		Total	7,192	
8.	Bylorussian				

It is not possible to identify the individual pages that are of interest to visitors from different continents. This is a list of the search engines and other sites that visitors are using that refer them to information on the Ashburton District Council web site.

#	Site Domain	Total Visits Referred	Percent of Visits	#	Site Domain	Total Visits Referred	Percent of Visits
1.	www.google.co.nz	1,481	39.22%	14.	search.yahoo.com	36	0.95%
2.	www.google.com	355	9.40%	15.	spider	35	0.93%
3.	library.christchurch.org.nz	315	8.34%	16.	freepages.genealogy.rootsweb.com	34	0.90%
4.	search.live.com	158	4.18%	17.	www.coraweb.com.au	28	0.74%
5.	www.ashburtontoday.co.nz	113	2.99%	18.	www.google.ca	27	0.72%
6.	www.google.co.uk	101	2.68%	19.	newzealand.govt.nz	26	0.69%
7.	www.lgnz.co.nz	101	2.68%	20.	au.search.yahoo.com	24	0.64%
8.	images.ask.com	88	2.33%	21.	images.google.com	24	0.64%
9.	aurora	83	2.20%	22.	en.wikipedia.org	22	0.58%
10.	www.google.com.au	63	1.67%	23.	gateway	19	0.50%
11.	images.uk.ask.com	43	1.14%	24.	images.google.co.nz	19	0.50%
12.	www.adc.govt.nz	38	1.01%	25.	new-zealand-nz.org	16	0.42%
13.	www.localcouncils.govt.nz	38	1.01%		Total	3,776	

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	January 2008		February 2008	
Pages visited	15,674		15,076	
Top 10 pages viewed	Notices	2,505	Notices	1,936
	Cemeteries	605	Cemeteries	567
	Searches	530	Searches	537
	Vacancies	513	Vacancies	505
	District Planning	456	Community	439
	Contact Us	363	District Planning	420
	Services Home	280	Contact Us	379
	district maps	260	Ratepayer Groups	370
	Rating Information	257	Maps	275
	Tenders	233	Tenders	260

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	January 2008		February 2008	
Top 10 documents downloaded	Annual Report 2005/6	239	Annual Plan 2007/8	154
	Hosing Restrictions	237	Cattle/Stock Crossing Road Code of Practice	129
	Ashburton District Physical Activity Strategy 2006	171	Hosing Restrictions	126
	Parks and Open Spaces	114	Ashburton District Physical Activity Strategy 2006	125
	Ashburton District Plan Proposed Changes 2 North East Ashburton Business Park	103	Annual Report 2005/6	118
	Camping Grounds Regulations	100	Sale / New Art Gallery and Museum Building Plan	112
	District Diary Rates Information 2007/2008	99	Ashburton District Population Report feb2008	108
	Statistics NZ Ashburton District Review September 2007	88	Camping Grounds Regulations	99
	Ashburton District Water Supplies Restrictions	85	Graduate Planner Vacancy	94
	Cattle/Stock Crossing Road Code of Practice	80	Statistics NZ Ashburton District Review September 2007	81

5.1.3 Network

The threefold increase in the number of spam/virus emails and malicious attempts to penetrate the network continues. Legislation was recently passed in New Zealand that requires recipients to actively sign up to receive promotional emails and electronic brochures. Most of these attempts are coming from offshore so there is no prospect of these numbers decreasing. Another upgrade to the electronic security measures is planned. IS staff are currently spending about two hours a day sorting through spam/virus emails to identify the one or two that are legitimate and should be released to staff.

Average Per Day	May-07	June 07	July 07	Oct 07	Jan 08	Feb 08
Emails Sent	138	139	124	174	142	203
Emails Received	591	588	651	692	2177	2837
Virus/Spam Emails	441	457	357	374	1868	2478

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Virus/Spam Emails %	75%	78%	55%	54%	86%	87%
Hacker attacks/month	170	164	178	168	496	410
Computer Availability	99.99%	99.99%	99.99%	100%	99.98%	99.99%

5.1.4 Business Process Review

The IS Systems Analyst is documenting the procedures required by customer services staff while they are being trained. These procedures will then be analysed to see if any improvements can be made and manuals will then be prepared.

5.1.5 Photocopier/Printers

Training has been provided for the Ricoh photocopier/printers. These multi function devices (MFDs) will replace the existing photocopier/printers by July 2008.

5.1.6 GIS

New cemetery maps are being prepared and tests are being conducted to see if they can be made them available on the Internet. The maps should be completed by July 2008.

5.2 RECORDS AND ADMINISTRATION

The demand for Land Information Memorandum reports (LIMs) is very high. This peaked with 21 requests in one week in February. A new Records Officer (LIMs) was appointed on 14 January 2008; she has been trained by the Business Systems Analyst and the Records and Administration Manager. Other Records staff are now regularly making improvements to older physical property files (when property files are used in the LIM process) and preparing new property files for all new subdivisions.

The review for better organisation and retrievability of the Council's extensive use of electronic and paper documents and records – including email, maps, photographs, plans, forms and letters, for requests, queries and applications – continues. As a pilot, a plan to use Microsoft Sharepoint to structure the Frequently Asked Questions required by Customer Services is just beginning, with guidance from Information Leadership. As this is implemented, another plan to use Microsoft Sharepoint to organise the multifaceted use of property information within the Council will follow. The new records classification directory for paper records is being used to inform both plans. These will assist the Council in the longer term aim of making the Council's records compliant with the requirements of the Public Records Act for its implementation in 2010.

Catalogues of the archives of:

Ashburton Borough Council,
Ashburton County Council,
County Engineer's records,
Borough Council minutes books and
Roads Boards records

are already included on the Council's web site. The catalogue of archive maps and plans is being added to these. There are about half a dozen visitors a year who require access to archive material, as well as use by staff.

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5.3 CUSTOMER SERVICES

5.3.1 The Customer Services Team Leader reports:

Customer Service staff have attended training on handling rate enquiries and in actioning requests for service.

Enquiries at reception continue to be busy especially in relation to building consents and inspections. Phone inquiries over the last two months have concentrated on water and fire restrictions in February and so far this month there seems to be a focus on overhanging trees, wandering dogs and enquiries about the review of the Council Bylaws.

5.4 MISCELLANEOUS MATTERS

5.4.1 Mail Management

Mail management report as at

Group	Total Received	Total Completed	Of Completed Within time	Of Completed Overdue	Total Uncomplete	Pending	Of uncomplete Overdue
Mail Management	2505	2450	1400 (57.1%)	1050 (42.9%)	55	27 (49.1%)	28 (50.9%)

5.4.2 Council Seal

Under authority, since last meeting —

- **Lease Documents**
 - Deed of Lease – 121 Tancred St – Canterbury Computer
 - Deed of Lease – Hut Site 56(B) Lake Clearwater – R McKimmie
 - Lease of Hut Site 4B Lake Clearwater – Ablett Family Trust
 - Deed of Lease – Hut Site 4 Wakanui Beach – Blain & Marsden
 - Deed of Lease Lot 1 & 2 DP 28415 – G Matthews
 - Deed of Lease – Classroom One – 254 Cameron St – Max Security Ltd
- **Transfer Instrument**
 - RS & BA Tasker to Ruapuna Dairies Ltd
 - ADC to Ashburton Performing Arts Theatre Trust
 - ADC to Wills Street Properties Ltd
- **Easements**
 - SW Broker
 - L Hands
 - Uandi Properties Ltd
 - MFM Talbot – ABB Talbot & Whitehouse – Ashburton Staveley Rd
- **Licence to Occupy**
 - Pt RS 5324 BLKII Swamp Rd – G & E Mowat
 - Res 1959 – Frasers Rd – M & L Dewhirst
 - Res 2482 – Peterhead Farm Ltd
 - Res 1933 – Hepburns Rd – AE Davidson

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- **Deed of Charge**
 - Bond Registered – ADC – First NZ Capital Security (\$2,000,000)
 - Registered Bond Certificate – First NZ Capital (\$3,000,000)
- **Deed of Covenant** – Bits & Bytes Ltd – 121 Tancred St
- **Loan Guarantee** – ADC / Ashburton Performing Arts Theatre Trust

5.4.3 Minor Applications

- Cancer Society – Daffodil Day – 29/08/08
- Catholic Women’s League (Methven Branch) – sale of raffle tickets
- Breast Cancer Pink Ribbon Day – Street Appeal 10/10/08
- Wheels Week Extravaganza – Banner over water feature 4/04/08 – 12/05/08
- Surf Life Saving National Jandal Day Appeal – 5/12/08
- World Vision Appeal – 18,19, 20 March 2008
- NZ Red Cross (Methven) – 7 March 2008
- Mt Hutt College – 13/06/08 & 1/08/08

5.4.4 Letters of Thanks

- Princes Court Rest Home – for donation of large print books.
- Veterans’ Affairs NZ – in appreciation of standard of care at the Methven Cemetery
- Mid Canterbury Country Music Club – for assistance with the Inaugural Country Music Fete held at the Domain Oval on 17 February
- Mr & Mrs Geoff & Agnes Geering – for Council’s acknowledgement of their 50th Anniversary.

S ALLEN

Corporate Services Manager

6. COMMUNITY SERVICES

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO:

DATE: 27 March 2008

REPORT TO: Finance and Community Services Committee

FROM: Manager Democracy & Community Services

SUBJECT: Street Party

6.1 STREET PARTY

6.1.1 PURPOSE

To report on the recent New Year's Eve Street Party and discuss options for the future.

6.1.2 RECOMMENDATION

“That a working party of Councillors _____ and _____ and interested persons be invited to:

1. Review the current format and management of the annual Street Party.
2. Consider whether the Street Party should continue.
3. Consider options for the format and management of future New Year's Eve functions.

and report back to this Committee.

6.1.3 BACKGROUND

Street Party 2007-8 (Notes From Debrief)

From a Council perspective the event went according to plan. Organisation of road closures, gates, benches, bins, power, drums, toilets, rides and stage went ahead without any problems.

Beginning at 2 pm, hundreds of children took advantage of the variety of entertainment at the Kids Karnival. The Karnival was spread out along two blocks to avoid congestion and a queue of between 5 & 15 children was at each event at all times. The weather was quite cool but not unpleasant.

The crowd size was down from previous years but the family focus remained for those that attended the Street Party with family and friends. The evening's entertainment began with local band Kopy Kats from 7 pm and Christchurch band The Elevators taking over from 10 pm until 1.30 am. Local DJ John Byrne then played until the early hours of the morning. There was an extremely cold wind down the main street which may have also deterred people from coming down earlier. The street started filling up mainly from 10.30-11.00 pm.

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We were only able to secure St Johns from 2.00pm-8.00pm, however one of its members, Mrs Maureen Bishop, volunteered to stay on from 8.00 until 10.00 pm on her own which was most appreciated. ACADS was also not available. A comprehensive risk management plan was prepared and security alerted to their role in the event of emergency.

There was a friendly, family atmosphere with groups of people sitting with family and friends enjoying a drink and food and dancing and listening to the music. A scuffle was observed at approximately 10.30 pm where a toddler was knocked over by a group of young people pushing each other. The crowd reacted to them negatively and were disappointed at their behaviour. There were quite a large number of young people congregating around the checkerboard / toilet area later in the night which could have been intimidating to some people.

The clean up contractors arrived at 4.00 am initially and returned again at 6.00 am due to some party goers still being present. The road was back to normal and reopened by 10 am. Street cleaners spoken to at 9.00 am said there was very little glass found. Public toilets were also reported as being no dirtier than any weekend night. (After the event the Fulton Hogan contractor reported that there had been quite a lot of glass found at the event. Toilets were messy, but this was to be expected with such a number of people. They refilled the toilet paper at both male and female toilets at 6pm and again at 10 pm).

The contribution of Wilson's Bulk Transport, Rural Transport, PGG Wrightson and Electricity Ashburton was once again greatly appreciated.

- **Chubb Protective Services (report from Nick Gibbs)**

This year we had one officer working from 4.00 pm until 8.00 pm, six officers working from 8.00 pm until 4.00 am, and another two officers working from 9.30 pm until 5.30 am. This gave us a total of eight security officers working during the peak trouble time from 9.00 pm until 4.00 am. There was also a larger than usual police presence at the event this year with between two and eight police officers at the event at all times.

While crowd numbers appeared to be down slightly on other years there was still a comparable number of disorder issues. In my opinion there were two main reasons for this:

1. the crowd was made up of less families and more younger people;
2. there were two groups of people (some of whom were wearing gang colours) who were trying to start fights with each other from about 9.00 pm until about 3.00 am.

As a result of these issues there were several arrests and several infringement notices issued to people under the age of 18 who were caught drinking.

Other points of interest we noted from the night were:

- There was no St Johns first aid present after 10.00 pm which is when they are potentially needed the most.
- There was a significant queue for the toilets at times which meant there were large groups of frustrated people gathering in one place, this resulted in a few minor scuffles. The female toilets also run out of toilet paper reasonably early in the night which meant some females were trying to use the male toilets which also caused a few minor issues.
- There were a lot of glass bottles that started appearing after about 1.00 am. People were arriving with single open bottles so I can only assume that these were being carried out of the bars that were still open as there was no other ready supply of bottles at that time of the night.

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- There was a much larger police presence this year. The police on duty also approached the night in a more proactive manner than previous years and were a lot more supportive.
- The Mainzeal construction site on the corner of Burnett and East Streets caused us no real problems.

Our biggest issue with the night, which we have also experienced other years, is our inability to remove trouble makers from the event. Because the event is in a public place with no defined areas security officers can't remove people or trespass them from the event. This means that we are powerless to deal with trouble makers until they have committed an offence which is often too late.

- **Police - Sergeant Russell**

From a Police perspective the New Years Eve Party had great potential for trouble throughout the night with them experiencing more trouble from adults rather than young people. Intervention by Chubb staff helped out immensely and the Police were grateful Chubb was there. Six Police staff members were on duty at any one time throughout the night although not necessarily at the Street Party. Unrelated to the Street Party is a growing increase in gang problems/race issues in Ashburton and this issue impacted on the Street Party.

The Police believe alcohol misuse is a major problem in Ashburton and struggle to see why alcohol is needed at the Street Party. Almost every problem they encountered on New Years Eve was from people who had been drinking.

The Police may oppose lifting of the alcohol ban for future Street Parties unless organisers can come up with solutions to improve the situation. One suggestion is to have a 'penned area' where someone with a liquor licence is responsible for the sale and use of alcohol. This would give security and Police the ability to deal with intoxicated people and those causing trouble. Problems with party goers were generally on a par with other years, except for the 'gang' problems.

Although acknowledging there were problems, the Police were very disappointed at the "Guardian" headlines and articles following the event. They bore little resemblance to the facts and cast an unfairly negative light on the event.

- **John Byrne - DJ**

Mr Byrne expressed disappointment at the attitude and quality of the main act for the night - 'The Elevators' which may have contributed to the restlessness in a faction of the crowd. He also noticed the change in crowd this year and how some people may have felt intimidated by certain people/groups. Mr Byrne believed that security did a very good job and would like to have seen more uniformed Police on the street. He would not like to see an alcohol ban at the Street Party. He hopes the party can continue with a few adjustments made such as obtaining sponsorship, getting retailers more involved and making changes to the Kiddie Karnival.

- **Simon Blisset – (successful petitioner)**

As a member of the public attending the Street Party Simon felt the presence of security was not as prominent as other years. He expressed concern at the sight of gang 'colours' at the event.

Mr Blisset said that some people he has spoken to since the event felt intimidated on the night and as a result went home early, but then there was also a large number of attendees who never saw or were affected by any trouble.

To summarise, it seems that the success of the Street Party depends on your perspective, where you were, who you were with and what you wanted from the event. A great majority of the several thousand attending seem to have had an enjoyable night borne out by the weight of supportive opinion in subsequent letters to the Guardian. Others, in the vicinity of a certain, identifiable faction in the crowd felt uncomfortable and possibly threatened by their behaviour and their night was less enjoyable. Alcohol does not seem to have been any more or less of a problem than at any previous Street Party.

6. COMMUNITY SERVICES

Looking Forward

There have been eight Street Parties held including the highly successful first edition to celebrate the new millennium. They have become something of an institution, clearly an event that our community appreciates and will not give up without a fight as witnessed by last year's petition supported by over 2000 residents. It is not a burden on the ratepayer costing about \$1.50 per rateable property.

There have been behavioural problems every year, always minor, no different to a regular Saturday night, the Police have advised me year after year. Until this year – when after one missed New Years Eve the party was reinstated and somehow the format did not quite work, the makeup of the crowd was different, there were less attending, some felt uncomfortable at events, and the bonhomie of former years was somewhat dulled-albeit only for some.

There remains a significant body of support for the event and at this time abandoning it is quite obviously not the answer. Having said that, it has been running since the millennium, following the same format more or less, and may be losing its early novel appeal. The issue of alcohol consumption clearly frustrates the Police and in other ways our community has moved on since 1999. Perhaps a fresh approach is needed and new strategies devised for 2008-9. A working party is proposed.

The parties at the debrief have expressed interest in being part of a working party and interest has also been expressed by our Licensing Inspector and by ACADs. Our Retailers Association also expressed its views very publicly and will no doubt be keen to participate.

6.1.4 BACKGROUND

1. No change. Continue to manage the Street Party along similar lines.
2. Staff review. Suggested format could be developed by staff and referred back to this committee. The feelings of probable participants in a working party are well understood and able to be taken into account with more input as required.
3. The recommended option. Not everyone was included in the debrief and they may wish to contribute to any redevelopment.

6.1.5 STATUTORY IMPLICATIONS

Nil.

6.1.6 CONSULTATION

Some consultation has already occurred with parties central to the night's activities. Other parties, as indicated, may wish to contribute and will be invited to do so.

6.1.7 STRATEGIC LINKS

The event is consistent with Outcome 6 of our Community Outcomes

“A community with access to a variety of cultural, recreational and heritage experiences and facilities that enrich our quality of life.”

This outcome incorporates the Strategic Objective

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

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Council's Community Development and Well-being activity records Objective C as

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

6.1.8 FINANCIAL

The Street Party event is provided for in the Annual Plan.

J G ROLLINSON

Manager

Democracy & Community Services

6. COMMUNITY SERVICES

6.2 COMMUNITY CONSULTATION AND PLANNING

6.2.1 Triennial Elections

Costs have been finalised for the elections conducted in October last year.

Roll preparation and public notification	3,391.00
Postage	10,309.30
Advertising	1,685.83
Voting papers and candidate profile books	33,061.70
Staff salaries, preliminary and final count, scrutiny of the roll, processing voting documents, Electoral Officer's salary	17,085.98
Miscellaneous including computer systems, insurance, printing, maps	29,039.29

These costs are recovered using a formula involving the following factors.

1. Number of eligible voters on the roll for each issue.
2. Number of valid voting documents returned for each contested issue.
3. Number of eligible electors on the roll in contested issues only.
4. Number of candidates in each contested issue.

Costs have been distributed as follows:

Mayor, Council & Community Board	39,292.47
Ashburton Licensing Trust	18,453.99
Canterbury Regional Council	3,483.95
Canterbury District Health Board	<u>33,342.59</u>
	94,573.10

Notes

1. Council's budget was \$41,240.
2. \$20,000 of the cost was caused by the requirement to purchase new counting software to comply with legislative requirements. This software did enable Council to count STV votes in house.

6.2.2 Ashburton District Neighbourhood Support

During last year's Annual Plan process Council agreed to provide \$10,000 support for Neighbourhood Support (ADNS) for the 2007/8 year. The following objectives were agreed:

"Employment of a permanent part-time coordinator with the primary aims of:

- i. maintaining a current database of group contacts and skills available throughout the district and accessible in times of emergency;
- ii. providing safety information, infrastructure and support to families throughout the district; and
- iii. providing support and assistance to new migrants and newcomers to the district.

and ADNS was asked to report six monthly."

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They now report as follows:

“As stated in our submission to the ADC this funding was to assist with providing a salary that would enable ADNS to employ a fulltime coordinator. This funding has enabled the coordinator to work extended hours and in the past six months undertake and complete a number of tasks including the following:

1. Presentations to two service clubs.
2. Presentations to two women’s organizations.
3. Facilitate a number of meetings working towards the publication of a welcoming kit for all newcomers to the Ashburton district.
4. Meet with existing contacts, find contact and renew areas where contacts have moved on.
5. Attend a number of meetings with other agencies concerned with the welfare and wellbeing of our district.
6. Without fulltime hours the Coordinator’s time would be taken up with administration and the maintenance of the database.”

A further report will be filed after 30 June 2008.

6.2.3 Inquiry into the 2007 Local Authority Elections

The Justice and Electoral Select Committee is presently considering submissions on the above inquiry, the closing date for which was 8 February 2008.

The inquiry covers several matters under four main headings.

1. Electoral Systems and Processes
2. Representation
3. Voter Turnout
4. Education

Councillors will recall the frustration of the voting public during the last two elections caused by

1. the size of the CDHB constituency and the large number of candidates
2. the lack of understanding of STV leading to up to 20% of voters not having votes taken into account.

Council has filed a submission in respect of Voter Turnout highlighting these factors, providing substantiating data and offering solutions.

6.2.4 Economic Development Strategy

Further information is being added to the report around district agricultural economic statistics. Once the report is signed off by Council and Enterprise Ashburton it will be available to the community.

6. COMMUNITY SERVICES

A statement of proposal has been received from Christchurch City Council to establish a Council Controlled Organisation that will be a regional governance group for regional economic development. A summary of this statement will be included in the Annual Plan to meet special consultation procedure requirements.

This organisation has been approved by the Canterbury Mayoral Forum as a vehicle to meet new requirements of the Ministry of Economic Development with respect to regional economic development funding.

6.2.5 Newcomers Project

A cross-sectoral group has been meeting to discuss issues impacting on newcomers to Ashburton District. Research is being undertaken into the experiences, expectations and intentions of recent migrants to the District. Several workshops have been undertaken with further workshops planned for specific migrant groups. The full report should now be available by the end of April.

6.2.6 Physical Activity Strategy

The Strategy implementation plan has been reviewed and updated. A community version of the Implementation Plan is currently at the printers and will be launched on 22 April. Invitations to the launch have been sent to key stakeholders.

A database of physical activity providers is being developed that will enable provider information to be posted on a web-based directory (possibly utilising the Sport Mid-Canterbury website). This information will form part of an updated community services directory. The Ashburton Resource Centre is undertaking the work on the physical activity providers and is looking at the possibility of doing the full community services directory.

An Implementation Group is being put together to meet quarterly to plan, implement and report back on initiatives included in the Strategy.

6.2.7 Cycling and Walking Strategy

Council's Policy Analyst has worked with the Roothing and Street Services Manager to get this strategy back to the development stage. One workshop has been held with key stakeholder representatives, with a further workshop planned for 26 March. It is expected this strategy will be able to be adopted by Council in June, following community consultation.

6.2.8 Ashburton District Tourism Strategic Plan

The Ashburton District Tourism snapshot report is now complete and available on the ADT website. Councillors will have received a copy in the mail along with an invitation to attend a workshop. Community workshops will be held on 4, 11 and 14 April. The workshop for councillors, staff and MCB members is scheduled for Friday 18 April.

6.2.9 Social Wellbeing Forum

A workshop for community organisations was held in February as a precursor to the first Forum to be held on 26 March. This attracted around 40 participants and was an opportunity to brief local organisations on what is planned, seek their views on key issues and enable them to suggest local representation on the Forum.

Responses to the Forum have been excellent with almost all invited organisations confirming their attendance. Minister of Social Development Ruth Dyson is attending and will make a presentation.

6. COMMUNITY SERVICES

6.2.10 Community Outcomes Monitoring Framework and Report

Our Policy Analyst has been progressing this project as time permits. A population report has been completed and a monitoring framework is currently being developed. Information coming from the Tourism and Economic Development Strategies will form the basis for the economic section of the report which will be the next to be completed.

6.2.11 2009-2019 LTCCP

A draft project plan has been developed and needs to have dates and processes confirmed among staff before being made available to councillors for further comment.

6.3 LIBRARY

6.3.1 Issues and Membership

Issue figures were up on the same month last year, with fiction showing a strong recovery in adult, young adult and children's areas. Possibly the unusual amount of rain during February had something to do with this very pleasing result.

A significant number of new memberships and a high reference enquiries count for the month were also recorded.

6.3.2 Large Print Books

As a result of the "weeding" of the collection over the last few months, a number of large print books were cancelled. As it proved difficult to sell all of these on the sales table, some were donated to Princes Court for the use of the residents. A letter of thanks has been received on from Princes Court.

6.3.3 "Date Due" Receipts

As a result of an improvement suggestion by Councillor Brown, the date slips printed out at the issue desk now show the library opening hours. We have also added the telephone number and website address to assist when people want to extend the loans on their items.

6.3.4 Displays

SeniorNet Ashburton used the display space to promote the value of tuition in computer skills for older residents.

6.3.5 Research Resources Improvements

Some existing shelving has been moved into the newspaper archives room to enable easier public access to a reference collection of past electoral rolls and phone books formerly held in "stack".

A trial subscription to the international family history database "Ancestry.com" has been taken as part of a library consortium enabling a 15% discount. This is a relatively expensive on-line resource, and we will be looking for favourable reports from the public as to its usefulness when considering whether to continue it beyond the trial period, which ends in July.

6.3.6 Children's Library

The year has started out well with class visits from Borough, Dorie, Wakanui, Lowcliffe and Lagmhor Schools, and from Hannah'N'Henry's preschool.

6. COMMUNITY SERVICES

A letter has been sent out to all local schools reminding teachers of the services that the Library can offer, and the advantages of signing up for a teacher's library card.

Teachers, and teacher aides, are entitled to a teacher's card to borrow classroom resources. This carries extra privileges such as a longer loan period, and a higher limit on the number of issues at any one time. The collections which some teachers borrow for their classroom's use are a good way of reaching children who might otherwise have no contact with the public library.

The library welcomes class visits and offers a library tour, a look at the catalogue/Dewey system, a visit to the newspaper archives or the reference room, stories and book talks. Students might use the visit to choose items to be issued on their own card, to help select a class set or to work on a research topic. Library staff are also available to visit schools to read to a class or talk about a book.

6.3.7 Statistics for February 2008

Issues	February 2008	February 2007
Non-fiction	4254	4301
Fiction	4274	3860
Large Print	2014	2045
English Resources	3	16
Rentals	61	68
Young Adult Fiction	765	694
Young Adult Non-Fiction	98	163
Young Adult Magazines	83	74
Young Adult CD	42	0
Paperbacks	423	405
Magazines	459	391
Adult Audio	176	105
Adult Video	250	186
Junior Fiction	7481	7029
Junior Non-Fiction	2042	2034
Junior Magazines	268	228
Junior Audio	314	350
Junior Video	749	800
Requests	28	16
Stack	76	93
Undefined	143	16
TOTAL	24003	22874
Issue - Year To Date	199388	211042

<u>Memberships</u>	Total at end February 2008	February 2007	Added during February 2008
Adults	7958	8092	44
Young Adults	1036	1096	5
Junior	2852	2939	36

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Non-resident	103	85	2
Other	398	406	5
TOTAL	12347	12618	92

Foot Traffic		February 2008	February 2007
		10908	10413
Year To Date		91794	93431

Reference Enquiries		February 2008	February 2007
	Adult	867	468
	Children	136	133
	Total	1003	601

6.4 PARKS AND RECREATION

6.4.1 Ashburton Domain

Pansies, violas, myosotis, wallflower, calendula and stock seeds have been sown and Parks staff are now starting to prick out these seedlings for the autumn planting.

Over the last six weeks the Domain has hosted Pipe Band competitions, two musical concerts, athletic events, cricket matches, sport events and a Teddy Bears Picnic.

6.4.2 Township Beautification and Sports Grounds

While the grass growth has slowed down the mower operators have been busy de-suckering and pruning trees; clearing the Ashburton River walkway, painting and continuing with the watering of trees.

Garden beds at Methven and Rakaia received extra attention for the Methven Show and Rakaia Salmon Competition.

Ashburton Horticulture Society Garden Competition street signs have been re-engraved and placed in the winning street and cul-de-sac of this year's winners.

Extra work has been carried out by the on the gardens at Council's elderly persons housing units.

6.4.3 Rural Reserve Beautifications

Spraying has been carried out at the times when mowing. Otherwise their workload has involved making sure their areas are in pristine condition for special events, eg Methven Show, Rakaia Craft Day & Salmon Competition and weddings at Awa Awa Rata Reserve.

6.4.4 Playground Equipment

The Parks Manager has been in contact with the Dunedin company which manufactures playground equipment for children with disabilities. The order for an "inclusive take" seesaw is on hold. The swing's design is being modified after a safety report revealed it would be more appropriate to have the seats offset rather than opposite. The Committee will be kept informed of future developments.

6. COMMUNITY SERVICES

6.4.5 Training

Parks staff Rhonda Gallagher and Glenn Milne have each attained the National Certificate in Sports Turf (level 3).

At the end of last year Jo Wickett and Rhonda Gallagher attained their National Certificate in Horticulture (level 4).

6.4.6 Cemeteries

A number of graves have been top dressed after the heavy rainfall during 14-16 February. Flagpoles have been painted in readiness for Anzac Day.

General spraying has been carried out at all cemeteries.

Ashburton Cemetery

January 2007		January 2008	
Interments	16	Interments	7
Ashes	8	Ashes	1
February 2007		February 2008	
Interments	7	Interments	5
Ashes	3	Ashes	8
March 2007		March 2008 (to 7/3/08)	
Interments	8	Interments	4
Ashes	5	Ashes	3

6.5 YOUTH COUNCIL

MINUTES of a meeting of the **ASHBURTON YOUTH COUNCIL** held on Thursday, 28 February 2008, in the Council Chambers, Ashburton District Council, commencing at 7.07 pm.

PRESENT: G Robertson, S Putaranui, J Corbett, G Wragg, B Stevenson, S Ruck, G Thomas, L McGregor, G Wragg, S Smith and E McGregor

Also in attendance, Cr R Kilworth, Cr J Sparks, R Barclay (Child, Youth & Family), L Melville (Mid Canterbury Herald) and the Community Services Officer.

APOLOGIES: D Cameron **Sustained**

Councillor Kilworth took the chair and declared the meeting open.

Matters for Discussion

Raewyn Barclay, Youth Justice Co-Coordinator from Child, Youth & Family was introduced to the meeting. Introductions and a brief personal background were made by all present. Raewyn advised members about her role working with youth offenders aged between 14 and 17 years. Some funding has been received and a restorative garden where young people can learn how to grow and produce items for the Salvation Army and then possibly the Ashburton Market Garden is being devised. The idea is that community work does not have to be all doom and gloom but can be seen in a positive light where new skills can be learnt and one which in turn helps the community. Raewyn was looking for a volunteer from the Youth Council to sit on their committee and Gareth and Stacey expressed an interest in helping. They will both share this role.

6. COMMUNITY SERVICES

“That the two representatives from the Ashburton Youth Council on the Community Restorative Garden project be Stacey Smith and Gareth Thomas.”

G Robertson /E McGregor

Carried

Matters for Discussion

Children’s Day

Members were reminded of Children’s Day on Sunday 2 March. Four volunteers were found to wear operatic costumes on the day and other members offered to run the sandpit treasure hunt. Cr Sparks will be the contact person on the day and will co-ordinate the events.

Youth Week

Members were advised that this year Youth Week will run from May 26 – June 1. Members are to start thinking of any suggestions/ideas they have which the Youth Council could plan for to celebrate Youth Week. Gemma reported that she has received contact details for the president of the motorbike club and a tentative cost to hold the event would be \$2,000. She will get further details from the club in writing and report back to the group. Vikki will find out when ‘Wheels Week’ is being held in Ashburton to see if there is a way the two events could be linked.

Youth Council Website

Magic Freeman, who runs the Council’s Information Services help desk is very keen to help the Youth Council update their website. Emma, Gareth and Luke are to put together some initial ideas they would like on the website to take to Mr Freeman so planning can begin.

“Clean Up the River Day”

Sunday 16 March, from 2-5 pm has been put aside to clean up an area of the Ashburton River. Stacey will get contact details to Vikki for Brownies and Guides in Ashburton to see if they would like to help out on the day also. Vikki will contact Wastebusters for safety guidelines on how to run a successful clean up and the Regulatory Manager at Council to locate an appropriate area of the river to work in.

Other Activities

Georgia reported that more investigation needs to be done regarding the Youth Council running a basketball competition in Ashburton and will report back to members when she knows more. Vikki will contact Vince Leonard regarding information on a basketball team the Marae are trying to set up to see if both could be combined or help each other.

Vikki will also obtain costings and available dates to hire the Shed for future Youth Council events and report back to members at the next meeting.

Youth Council Chair

Nominations were called for the position of Chairman on the Ashburton Youth Council and five members put their names forward to stand. They were asked to tell the group a bit about themselves and what they could bring to the Youth Council. Members held a vote and Shama Putaranui was the successful candidate.

“That Shama Putaranui be appointed Chair of the Ashburton Youth Council.”

G Robertson/G Thomas

Carried

Members then voted for the deputy chair and Sam Ruck was successful.

“That Sam Ruck be appointed Deputy Chair of the Ashburton Youth Council.”

S Smith / G Wragg

Carried

6. COMMUNITY SERVICES

General Business

The Community Services Officer will circulate a list for all members to fill out their contact details on which will then be distributed to all Youth Council members.

Next Meeting

The next meeting of the Ashburton Youth Council will be held to finalise details of the “Clean Up the River” day on Thursday 13 March, 2008, in the Council Chamber commencing at 7.00 pm.

The meeting concluded at 8.37 pm.

6.6 CREATIVE COMMUNITIES ASSESSMENT COMMITTEE APPOINTMENTS

In accordance with the agreement between the Ashburton District Council and Creative New Zealand a Council appointed assessment committee allocates funding provided by Creative New Zealand. Registrations of interest from members of the public to be a member of the assessment committee are called for every three years.

Members of the public who have registered their interest in being appointed to the Creative Communities Assessment Committee are listed below:

1. Joan Wright	Community Representative	Previous Council Representative
2. Jack Ross	Community Representative	Previous Council Representative
3. Viv Barrett	Community Representative	Previous Council Representative
4. Karen Meehan	Community Representative	Previous Council Representative
5. Joan Wilkinson	Community Representative	Previous Council Representative
6. David Favel	Community Representative	Previous Council Representative

Creative New Zealand does not specify the size of an assessment committee, however recommends that between eight and ten members is effective.

RECOMMENDATION TO FINANCE & COMMUNITY SERVICES COMMITTEE

“That the Creative Communities Assessment Committee be confirmed as follows:
His Worship the Mayor (ex officio), Councillors R Beavan (Chair) and J Sparks; Messrs J Ross, V Barrett, D Favel and Mesdames J Wright, K Meehan and J Wilkinson.”

6.7 METHVEN COMMUNITY BOARD

A meeting of the Methven Community Board was held on 3 March 2008. Two matters have been referred to this Committee for consideration.

• Dirt Bike Track

RECOMMENDATION TO FINANCE & COMMUNITY SERVICES COMMITTEE

“That the Methven Community Board seeks information from Council staff on the correct boundaries, access ways and approval of earthworks of land for the future development of a dirt bike track.”

Wilson/McMillan

Carried

6. COMMUNITY SERVICES

- **Swimming Pool**

RECOMMENDATION TO FINANCE & COMMUNITY SERVICES COMMITTEE

“That the Methven Community Board requests that land be set aside for the future development of a pool complex in the Methven community.”

Lowe / Wilson

Carried

J G ROLLINSON

Manager

Democracy & Community Services

7. FINANCE

FILE NO:

DATE: 27 March 2008

REPORT TO: Finance and Community Services Committee

FROM: Finance Manager

SUBJECT: ACL Draft Statement of Intent from 1 July 2008

7.1 ASHBURTON CONTRACTING LIMITED – DRAFT STATEMENT OF INTENT FROM 1 JULY 2008

7.1.1 SUMMARY

Council has received the draft Statement of Intent for the year 1 July 2008 – 30 June 2009 for Ashburton Contracting Limited. **Pages 35-47**

7.1.2 RECOMMENDATION

“That Council receives the 2008 / 09 draft Statement of Intent for Ashburton Contracting Limited.”

7.1.3 BACKGROUND

The Board of Ashburton Contracting Limited is required to deliver to Council its completed Statement of Intent by 30 June 2008. Attached is the draft Statement of Intent which contains two minor changes.

- *Clause 7 (a) has been changed to a definition of ‘shareholders funds’ rather than ‘equity’*
- *Clause 9.3(a) has ‘Statement of Financial Performance’ which has replaced ‘Income Statement’.*

These changes are as a result of International Financial Reporting Standards (IFRS) terminology.

If there are comments or concerns regarding the Statement of Intent, these will be forwarded to the Board for its consideration before the Board adopts the Statement of Intent.

7.1.4 OPTIONS

Not applicable.

7.1.5 STATUTORY IMPLICATIONS

The requirements covering these documents are contained in section 64 of the Local Government Act 2002 and are outlined in the preamble in the Statements of Intent.

7. FINANCE

7.1.6 CONSULTATION

There is no additional consultation required.

7.1.7 STRATEGIC LINKS

These documents form part of Council's investment strategies.

7.1.8 FINANCIAL

There are no financial implications as a result of receiving these documents.

P L BRAKE
Finance Manager

7. FINANCE

FILE NO: 1/2/1
DATE: 27 March 2008
REPORT TO: Finance and Community Services Committee
FROM: Finance Manager
SUBJECT: Audit & Budget Subcommittee – Terms of Reference

7.2 AUDIT AND BUDGET SUBCOMMITTEE – TERMS OF REFERENCE

7.2.1 SUMMARY

The terms of reference for the audit and budget sub-committee have been developed and need to be approved.

7.2.2 RECOMMENDATION

“That the terms of reference for the Audit and Budget Subcommittee included in this report be adopted.”

7.2.3 BACKGROUND

On 25 October 2007, Council meeting established the Audit and Budget Subcommittee. Terms of reference for this sub committee have been established and are included with this report.

7.2.4 OPTIONS

Terms of reference are required in order to formalize the operation of the Subcommittee.

7.2.5 STATUTORY IMPLICATIONS

This Subcommittee has been formally established at Council’s Inaugural meeting on 25 October 2007.

7.2.6 CONSULTATION

No consultation is required.

7.2.7 STRATEGIC LINKS

Not applicable.

7.2.8 FINANCIAL

There are no financial cost implications.

P L BRAKE
Finance Manager

7. FINANCE

FILE NO: 5/1/8/3
DATE: 27 March 2008
REPORT TO: Finance and Community Services Committee
FROM: Property Manager
SUBJECT: Proposed Road Stopping – unformed road off Mayfield-Valetta Road

7.3 PROPOSED ROAD STOPPING – UNFORMED ROAD OFF MAYFIELD VALETTA ROAD

7.3.1 SUMMARY

To consider stopping an unformed road off Mayfield Valetta Road.

7.3.2 RECOMMENDATION

- “1. That approval being given to commence the road stopping procedures pursuant to the 10th Schedule of the Local Government Act 1974 in respect of the unformed road off Mayfield Valetta Road depicted on plan SO 397887; and
2. That in the event the road is stopped, the land therein be disposed of by sale to the adjoining landowner at market value.”

7.3.3 BACKGROUND

As part of the stop bank proposal at Valetta consideration has been given to rationalizing the historic roading pattern in the vicinity of the stop bank.

On 5 October 2007, at a meeting with Environment Canterbury representatives and the adjoining landowners it was agreed that Council would commence the roading stopping procedures on the basis that the adjoining owners would purchase, at current market value, the land out of the stopped roads and amalgamate this into their adjoining titles.

It is necessary to retain one legal access from Mayfield Valetta Road to protect access to Reserve 1006 and Lot 5 DP 346699.

The legislation requires that, before Council formally considers a road stopping, Council shall prepare a plan of the proposal which is to be approved as to survey.

A copy of the plan depicting the proposal is attached.

Pages 48-49

Environment Canterbury confirms that access on the stop bank where the bank follows the retained legal road will be maintained.

The proposed closure has no adverse impact on any access issues and is supported by the adjoining owners.

7. FINANCE

7.3.4 OPTIONS

Given the proposed construction activity along the Valetta stop bank it would seem that Council needs to continue to stop the road.

7.3.5 STATUTORY IMPLICATIONS

Any road stopping will be undertaken in strict adherence to the provisions of the 10th Schedule of the Local Government Act 1974. The proposed stopping does not impact on legal access to any of the lots in the area.

7.3.6 CONSULTATION

The stopping process involves public notification and makes provision for the registration of objections. The adjoining landowners have indicated a willingness to purchase the land. The stopping is supported by the Roading Department. There is no intention to form any of the roads in this area.

7.3.7 STRATEGIC LINKS

Not applicable.

7.3.8 FINANCIAL

Costs of the stopping involved will be borne by the Council. Council will realise the market value of the land in the stopped road which (if) the proposal is finalised will become rateable land and be amalgamated into the adjoining freehold titles.

J M ROONEY
Property Manager

7. FINANCE

7.4 FINANCE

7.4.1 Financial and Investment Reports

Attached.

7.4.2 Ashburton Wastewater Loans

External loans totalling \$13 million have now been raised for the Ashburton wastewater scheme upgrade. These were raised as three separate loans:

14 August 2007	\$8,000,000	Interest rate 8.69%	Term 2 years
21 February 2008	\$2,000,000	Interest Rate 9.0%	Term 2 years
17 March 2008	\$3,000,000	Interest Rate 9.03%	Term 2 years

Unfortunately these loans are above the 7.5% estimate in the Council's LTCCP and will increase the cost of interest by \$170,900. This is an additional \$25 per Ashburton wastewater connection.

7.4.3 2006/ 07 Annual Report

The 2006/ 07 annual report remains uncompleted due to the need to undertake a revaluation of assets as at 30 June 2007. This revaluation of water, wastewater, stormwater, roading and footpaths is being undertaken by Maunsell Ltd. Maunsell Ltd is working towards a completion date of 12 April 2008, with Audit New Zealand commencing audit of this work on 21 April 2008. Until this revaluation is complete, the 2006/07 annual report cannot be progressed.

This revaluation could impact on the depreciation figures in Council's draft 2008/09 Annual Plan. These will be revised as soon as the revaluation is complete, in time for inclusion in Council's final 2008/09 annual plan.

7.5 PROPERTY

7.5.1 Elderly Persons Housing

A tender has been let for refurbishment of six interiors and one exterior block. A tender from Murray Ross painter and decorator for \$21,392 plus GST was accepted. Work has commenced.

7.5.2 Rakaia Medical Centre

Plans and specifications (amended to include floor coverings) have been sent to builders with prices being sought by early April. This action has been taken as there was no response to advertised tenders.

7.5.3 Tancred Street Toilets

Work pursuant to any potential claim under Section 40 of the Public Bodies Leases Act is being actioned.

7. FINANCE

7.5.4 Resource Centre

A major sewer blockage occurred on 11 March. The blockage was located outside the building on Cass Street. As this is a drain in common the responsibility rests with Council as property owner. The problem was caused by tree roots from plantings on the corner of Cass and Tancred Streets. The blockage was cleared. A lack of drainage plans hindered this work but eventually the problem was located and rectified.

7.5.5 Airport

The aerials have been removed and work can now commence on clearing the site for the DC3 hangar.

7.5.6 Elderly Persons Housing

We are currently involved in a number of exchanges pursuant to our policy of exchanging reserve land locations. I have met with Ngai Tahu representatives in order to facilitate this process. The formal process is via the Department of Conservation but involving the local Iwi (Arowhenua) and Ngai Tahu at an early stage is beneficial and maintains good relationships with all parties.

7.5.7 Middle Road House

A further inspection of the roof of this property was carried out and damaged sheets of iron replaced utilising the skills of Council's Maintenance Officer. The roof is now to be painted and the contract for this work has been let.

7.5.8 Barrhill Gatekeeper's Lodge

The lodge timber work has been renovated and painted.

7.5.9 Hinds Fire Shed

A meeting with local fire unit personnel was held on the evening of Tuesday 11 March. The proposed plan was discussed and feedback is due in the week ending 28 March. Following this, final plans will be prepared in house and tenders will be called for the work.

P L BRAKE
Finance Manager