



Ashburton District Council

AGENDA

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

Date: Thursday 12 May 2011

Time: 1.30 pm

Venue: Council Chamber
5 Baring Square West
Ashburton

B LESTER
Chief Executive

MEMBERS:

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

AGENDA

	Page
1 Apologies	
2 Notification of Extraordinary Business	
3 Confirmation of Minutes – 31/03/11	1
4 Matters Arising	
5 Corporate Services	
5.1 Information Systems	7
5.2 Records and Administration	9
5.3 Customer Services	11
5.4 Miscellaneous Matters	13
6 Democracy & Community Services	
6.1 Community Consultation and Planning	15
6.1.1 Ashburton District Workplace ACC Claims Injury Consultant, Gerald Edmund 3pm	
6.2 Library	18
6.3 Parks and Recreation	20
6.4 Methven Community Board	21
6.5 Heritage Grants Policy	21
- Recommendation to amend policy	
6.6 Youth Council Meetings – 4/4/11 & 2/5/11	22
6.7 Creative Communities Assessment Committee	27
6.8 Ashburton-Hakatere River Trail Committee	29
7. Finance	
7.1 Rakaia Resource Recovery Park Composting Options	To be circulated
7.2 Finance	33
7.3 Forestry	33
7.4 Property	34

Cont'd

8 Business transacted with the public excluded

8.1 Confirmation of minutes – 31/03/11

57

- Property matters Section 7(2)(h) Commercial activities

8.2 Property & Investment Subcommittee – 3/05/11

60

- Property Matters
Section 7(2)(h) Commercial activities

8.3 TSG Report (CBD Security)

Verbal

- Section 7(2)(f) Maintain effective conduct of public affairs

2.45 pm	Afternoon tea with Don MacKay [retiring Property Maintenance Officer]
3 pm	ACC Presentation [Gerald Edmund, Injury Prevention Officer]
4 pm	CBD Security [Dean Talbot, TSG]

5 May 2011

5. CORPORATE SERVICES

5.0 Corporate Services

Staff taking annual leave over Easter resulted in an increase in the number of unresolved Information Systems help desk calls. The contact centre service level dropped below 80% for the first time this year for the same reason. The number of completed LIMs shows an increase compared to the same period last year and the number of visitors to the web site is down.

5.1 Information Systems

Full advantage is being taken of the roll out of fibre optic cable by Electricity Ashburton. The Domain is now connected to the Council by fibre optic cable which should provide a more secure and consistent connection. The project to replace the existing network infrastructure is progressing on track and on target.

5.1.1 Service Delivery

All Information Communication Technology (ICT) services have been available during normal working hours. A new fibre optic cable connection to the Domain had an intermittent fault that caused random interruptions for a few minutes each time. The problem was with the initial installation that has now been fixed. The number of unresolved calls increased because the specialist staff that are needed to resolve the issues have been on annual leave over Easter. Most staff have returned and the number of unresolved calls should decrease

	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	Target	Current Average
System and network availability	100.0%	100.0%	100.0%	99.9%	95.0%	95.0%	98.0%
Web site availability	100.0%	99.9%	99.9%	100.0%	100.0%	99.0%	99.8%
Help desk response times	100.0%	100.0%	100.0%	100.0%	100.0%	95.0%	99.9%
Help Desk call details							
Unresolved (running total)	14	23	35	29	38		
Requests received/month	85	129	154	184	162		
Responded to within 1 hour	85	129	154	184	162		
Not responded to within 1 hour	0	0	0	0	0		

5.1.2 Ashburton District Council Web Site

The Council web site was visited 23,963 times in April 2011 compared to 29,363 times in April 2010. Job vacancy descriptions and application forms continue to be very popular downloads. The cemetery information continues to be of major interest along with notices. The ability for researchers to help themselves to information saves time and effort for Council staff.

5. CORPORATE SERVICES

April 2011 Top 10 Pages viewed.

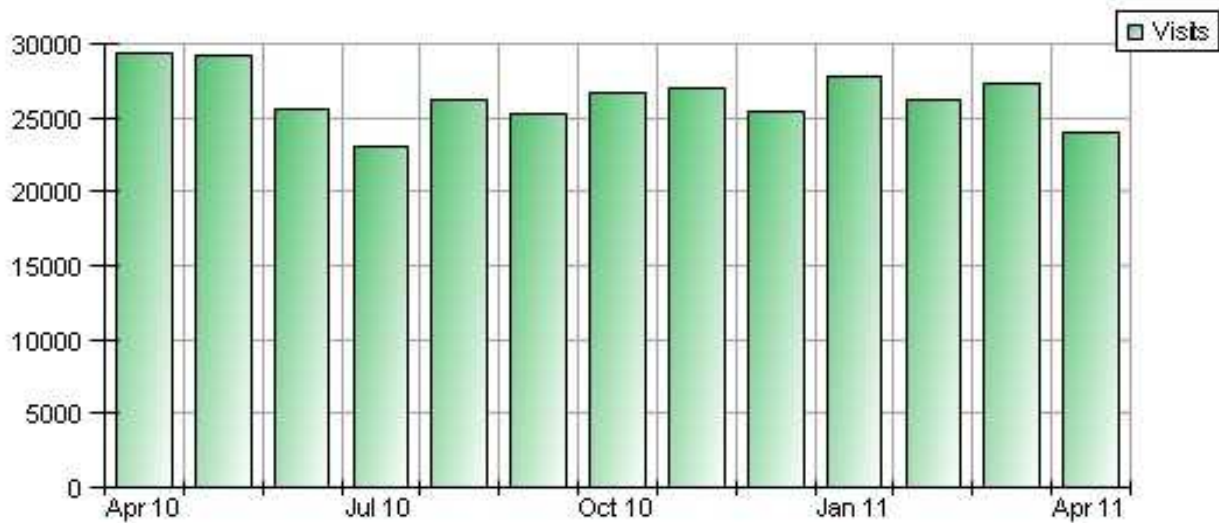
	February 2011		April 2011	
Top 10 pages viewed	Notices	2,654	Notices	3,251
	Cemeteries	890	Cemeteries	812
	Job Vacancies	725	Cemetery Records	753
	Cemetery Records	689	Contact Us	566
	Contact Us	678	Job Vacancies	486
	Maps	509	Maps	470
	Current District Plan	382	Forms	413
	Forms	374	Current District Plan	398
	District Maps	351	Tenders	390
	District Plan Review	350	Fees and Charges	387

April 2011 Top 10 Documents downloaded.

	February 2011		April 2011	
Top 10 documents downloaded	Planning Office Job Description	125	District Plan Section 7 Zone Rules	121
	Final ADC Directory	107	Summary Submissions Table	108
	Summary Submissions Table	101	Final ADC Directory	104
	District Plan Section 7 Zone Rules	98	District Plan Section 6	92
	047adc.pdf	93	Draft Annual Plan 20011-12	91
	District Plan Section 6	84	District Plan index	79
	Employment Application Form	72	District Plan Subdivision	72
	District Plan Street Index	64	Appendices 9	71
	Ashburton District Population Report V2	62	District Plan Definitions	69
	District Plan index	61	District Plan Rural Zones	66

5. CORPORATE SERVICES

Monthly totals for visits to the Council Web Site



5.1.3 Internet Connection Upgrade

Fibre optic cable supplied by Electricity Ashburton has allowed a faster Internet connection for staff in the council building, library and domain. It also allows future upgrades to backup, disaster recovery and business continuity. This will lead to improved performance when sharing large documents and other media. Staff are still restricted to the web sites that they are allowed to visit, with exclusions specified by executive management. Web filtering is provided externally as part of a One Government central purchase agreement. This service provides more consistent security because the rules are applied centrally to all council computers whether they are on site or remote.

5.1.4 Email Delivery Upgrade

Scanning emails for spam, virus and phishing scams now takes place externally as part of the One Government agreement. This service also provides additional email continuity in the event of a catastrophic failure in the council infrastructure. In this event, email can be sent and received using a webmail type facility from any computer with a browser and Internet connection.

5.1.5 Web Site redevelopment

The first meeting of the focus group for the redevelopment of the Council web site will take place on 19 and 20 May 2011. Council staff will be at one session and external stakeholders will contribute at the second session. These meetings should produce a requirement for content, methods of interaction and some ideas about look and feel. This redevelopment should be completed by Christmas 2011, so there has been a request to update the existing web site look and feel as an interim step, focusing on the home page and the support that the Council is offering for the recovery of Christchurch.

5.2 Records and Administration

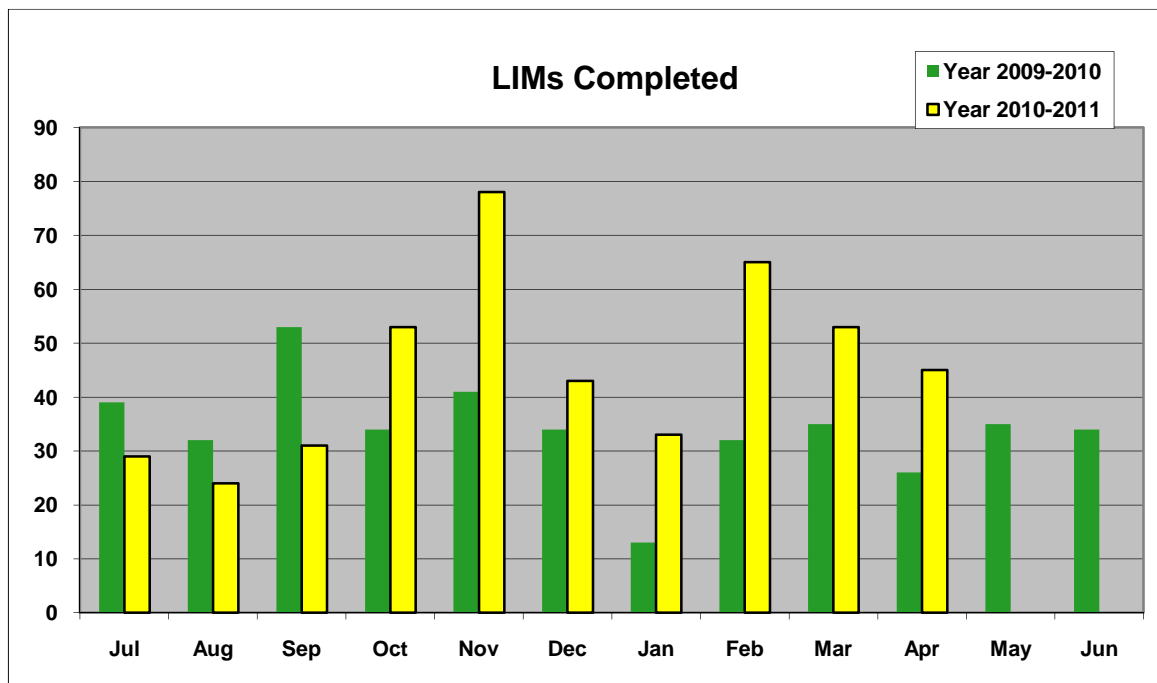
5.2.1 Records

The regular scanning of current invoices and recently closed building consent files continues. An audit of the storage of the Council's records will begin soon.

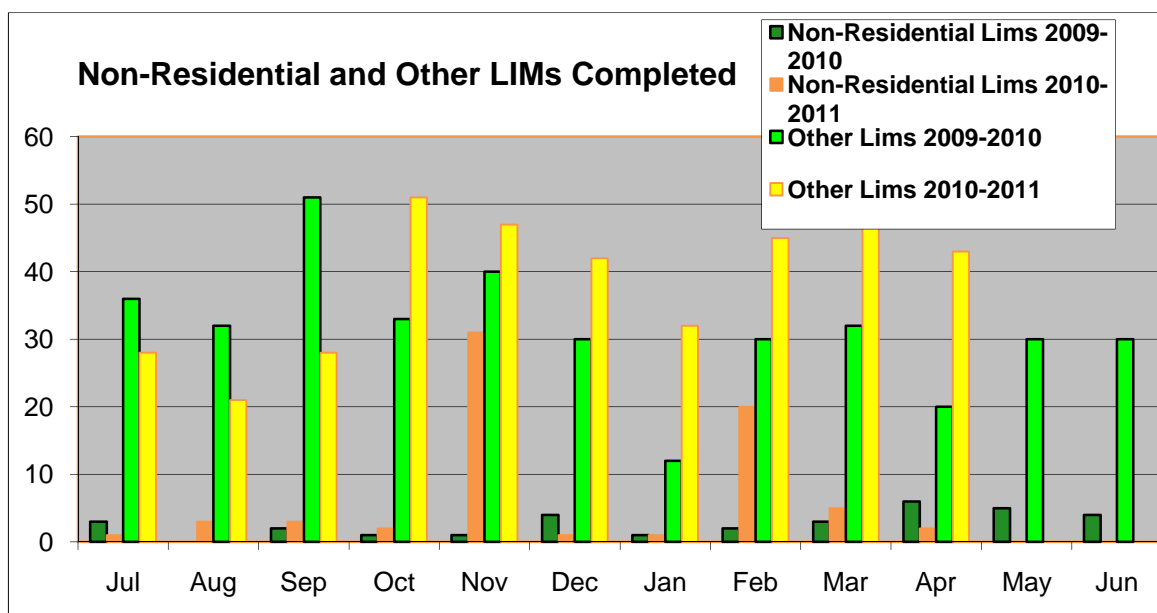
5. CORPORATE SERVICES

5.2.2 LIM Reports

The demand for LIM reports has remained high in the two quarters since October, following the very low level in the first quarter. Demand was last at this high a level in 2008. Fifty-three reports were produced in March and 45 in April (35 and 26 in March and April 2010).

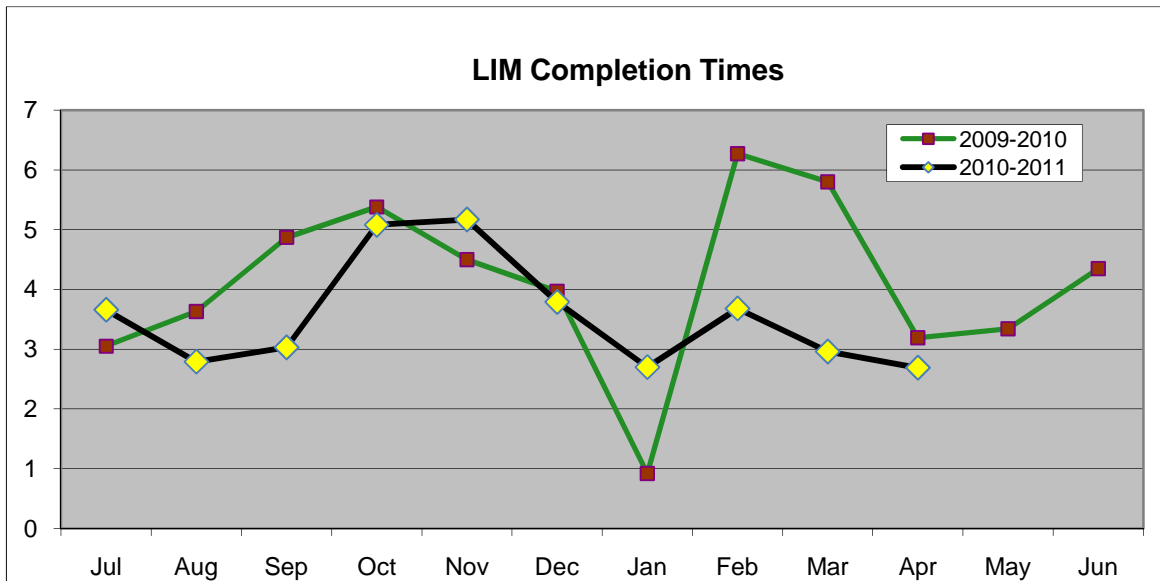


Demand for LIM reports on non-residential properties fluctuates. There were 5 in March and 2 in April (3 and 6 in 2010).



The average LIM completion times were 3.0 days in March and 2.7 in April (5.8 and 3.2 in 2010). All LIM reports have been completed within the statutory 10 days since December 2008.

5. CORPORATE SERVICES



Following a review of the Council's LIM compilation procedures by NZ Mutual Liability RiskPool, who provide our professional liability insurance, those procedures are being revised to ensure we operate as closely to the law as possible and minimise any scope for litigation. The final stage of the revision will be a review of the Council's LIM policy.

5.2.3 Data Integrity

Postal addresses were established for approximately 75% of rateable entities in the District in phase one of a project. Priority has been given to reviewing the remaining 25% of properties, to see if a postal address is appropriate. Nearly a third of those have been reviewed. There are often other data problems with these properties, which is slowing the project.

5.2.4 Insurance

The Council car was retrieved safely from a Christchurch CBD car park, so there have been no new insurance claims arising from 22 February Earthquake. Some of the claims from the September earthquake, however, have been revised with further damage. We await the insurers' instructions on proceeding with repairs. The insurers have been informed the Methven Historical Society Museum and Methven Public Library may seek a joint solution to their buildings.

5.3 Customer Services

5.3.1 Contact Centre Statistics

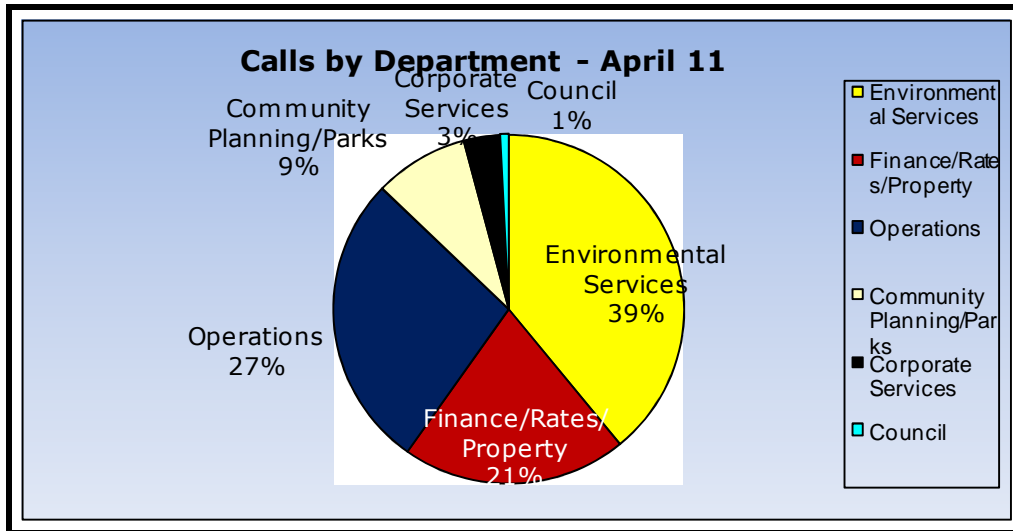
- Customer Services staff in the Contact Centre received 4,334 calls, 370 emails and 211 faxes during April 2011.
- 77% of calls were answered within 20 seconds. The service level dropped below 80% for the first time this year due to staff leave and the need to have staff at reception to cope with the rates payments.
- The average speed to answer calls was 10 seconds.
- 6% of callers hung up before their call was answered. The average time a person was prepared to wait for their call to be answered before hanging up their call was 20 seconds.

5. CORPORATE SERVICES

Chart 1 shows that:

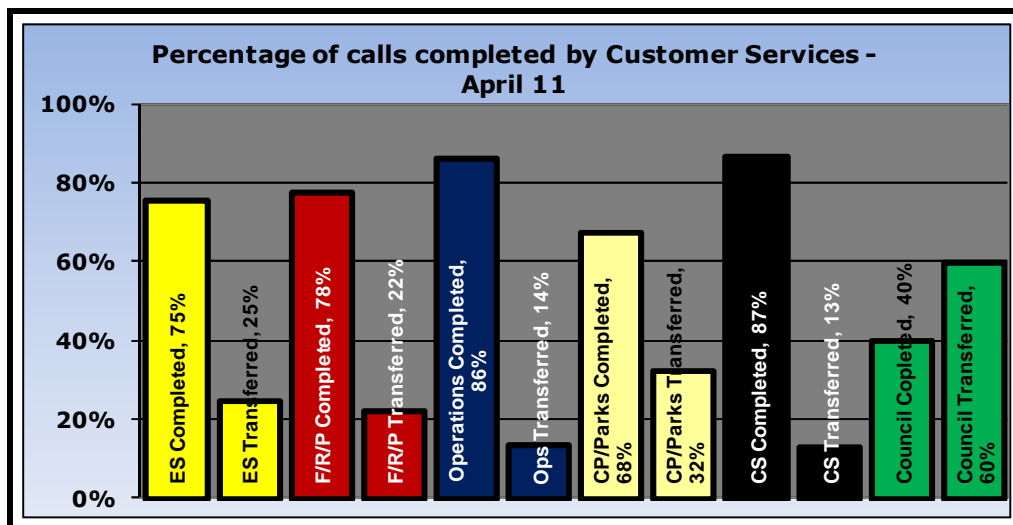
- 39% of the total calls related to the Environmental Services departments
- 27% related to the Operations departments
- 21% related to Finance/Rates/Property
- 9% related to Community Planning/Parks
- 3% related to Corporate Services
- 1% related to Councillors

Chart 1



77% of all calls received in April were completed by Customer Services staff with 23% transferred to department staff for action. Chart 2 shows the percentage of calls for each department completed by Customer Services and the percentage transferred to department staff to action.

Chart 2

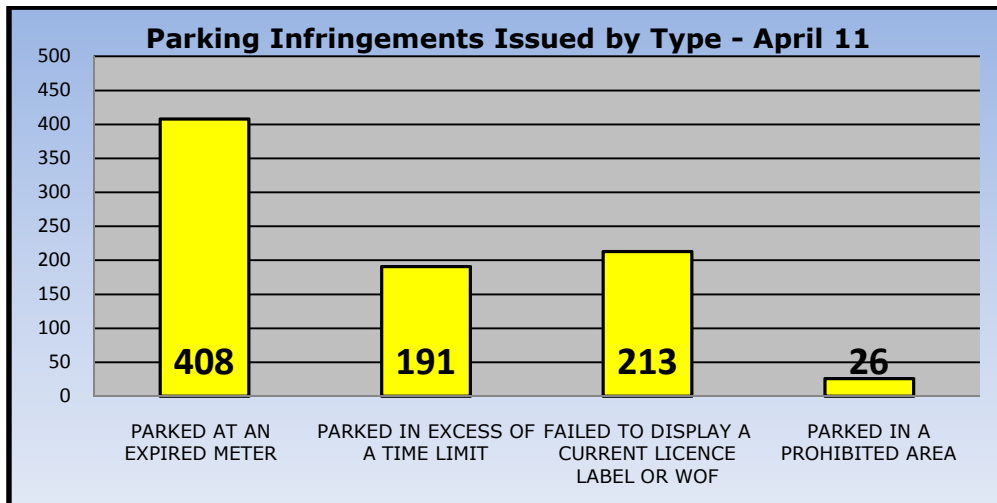


5. CORPORATE SERVICES

5.3.2 Parking Services

During April the Parking Officers issued 838 parking infringements. Chart 3 shows the number and types of infringements issued.

Chart 3



The revenue from parking infringements in April was \$24,366.

\$9,780 was collected from the parking meters in April. To date there is a positive variance of \$3,409 received from the parking meters this financial year.

5.3.3 Rates Rebates

Customer Services completed 787 rates rebates applications. 743 applications to the value of \$381,573 have been granted and 44 declined.

5.4 Miscellaneous Matters

5.4.1 Council Seal

Under authority, since last meeting —

5.4.1 Council Seal

Under authority, since last meeting —

- **Lease Documents**
 - Hut Site Lease – 9(B) Lake Clearwater – ADC / PA Wyber & MA McPhail
- **Licence to Occupy**
 - Res 1956 – Keeley Farming Ltd / ADC
 - Res 2816 - Keeley Farming Ltd / ADC
 - Paper Road off Acton Road – Erralyn Farm Ltd / ADC
- **Sale & Purchase Agreements**
 - Purchase of Crown land off River Terrace Road – ADC / LINZ

5. CORPORATE SERVICES

- **Easement Documents**
 - Easement across RS41345 – ADC / ME Tarbotton
 - Easement Instrument – Tarbottons Road Subdivision
 - Easement - Right to drain sewage & convey water – ADC / Tarbotton
 - Easement – Tarbottons Road – ADC / Telecom
 - Easement – Right to convey telecommunications and computer media – ADC / Telecom
 - Easement – Surrender – ADC / DN Sinclair & ME Tarbotton
- **Deed of Agreement**
 - Application for resource consent - Cooney & Others / ADC
- **Deed of Variation**
 - East Street Billboard – ADC / ASPN Outdoor Limited
- **Consent Form**
 - Mortgage Re-finance to ASB – ADC / DA Gould
- **Right to Convey Electricity**
 - George Glassey Park – Electricity Ashburton

5.4.2 Minor Applications received January 2011

- Red Cross Red Roses, street appeal, Methven Mall, 15 April 2011
- Ashburton Variety Theatre, water feature banner, 12 to 26 April 2011
- Ashburton Variety Theatre, water feature banner, 26 April to 9 May 2011
- Ashburton Variety Theatre, water feature banner, 9 to 20 May 2011
- Methven Netball Club, street appeal, Methven Mall, 20 May 2011
- Jo Goodhew, water feature banner, 1 to 25 November 2011
- Surf Life Saving NZ, street appeal, Ashburton, 2 December 11

5.4.3 Letters of Thanks

- Mayor, Christchurch City Council – acknowledging messages and material support in the aftermath of the 22 February earthquake.
 - Family of the late Cr Gavin Marshall – acknowledging Council's letter of condolence.
 - Ashburton College – for the assistance from Parks & Recreation during the 24 February sports meeting.
 - Ashburton Golf Club – for promotional road safety materials at the Mower Shop Pro-Am.
 - Barbara Burrell – for sealing Mackie Street, Rakaia.
 - Hakatere Heritage Committee – for assistance from Emergency Management with the Backcountry Big Bike Bonanza.
 - Radio Network – for supporting the Special Children's Christmas Party.
 - Rakaia Public Library – acknowledging annual grant for new book purchase.
- [An invitation is extended to Councillors to visit the Rakaia Library at any time – opening hours being Tuesday, 2pm-3pm and Saturday 10.30am – 11.30 am]*

S ALLEN
Corporate Services Manager

6. DEMOCRACY & COMMUNITY SERVICES

6.1 Community Consultation and Planning – Current Projects

6.1.1 Ashburton District Workplace ACC Claims

Pages 35-50

Council received a submission from ACC to the 2010-11 draft Annual Plan which reported that Ashburton District had the second highest new entitlement claim rate in New Zealand in the 2008/09 year. ACC found that the Ashburton district injury rates saw agricultural injuries being the greatest contributor.

Council asked for more information to substantiate ACC's statistics and this has now been provided. Community planning staff have worked with ACC to produce a report which is included in this agenda. ACC Injury Consultant, Gerald Edmund, will attend the meeting to present his report, outline initiatives proposed in the District and to answer any questions Councillors may have.

6.1.2 Annual Plan 2011/ 12

The consultation period for the draft Annual plan ended on Friday 29 April.

A summary of the draft Annual Plan was sent to all households in the district in the District Diary. Copies of the summary Annual Plan and full Annual Plan have been available at the usual outlets.

Advertising has been placed in the public notices, Community Noticeboard and on local radio stations.

Community meetings were held at Ashburton, Methven, Rakaia, Mayfield, Hinds and Hakatere. Overall attendance at the meetings was on a par with previous years though it remains a challenge to get people to attend these meetings. The Hakatere meeting was the first we have held there and was the best attended with, in our view, the best question and discussion session also.

Overall, the main discussion points at the meetings were the three big projects on Council's work programme; the Ashburton road bridge, Riverside Sports Centre and the Art Gallery and Heritage Centre; along with rates and the relationship with inflation and local issues of interest to each community.

Further information has been provided to people requesting it at the meetings.

When submissions closed on Friday 29 April, 75 submissions had been received with approximately 26 submitters indicating they wish to be heard.

6.1.3 Aquatic Centre and Indoor Stadium

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

Requests for proposals (including price) were sought from service providers for site master planning and concept design. Architecture HDT from Wellington have been selected to provide these services and have been in Ashburton on several occasions working with SGL and the Project Group.

SGL are continuing to develop a funding strategy and working with Project Group members and other appropriate representatives to approach potential community funders.

6. DEMOCRACY & COMMUNITY SERVICES

6.1.4 Active Ashburton

Active Ashburton has undertaken a survey of sports and recreation providers in the district to develop a snapshot of what is currently offered and what opportunities are seen for improvement in the planning and delivery of services.

Over 50 responses were received from the first survey and the information has been collated and analysed. Policy Advisor Alicia Jenkins has prepared a report based on this first survey which is available for any Councillors wanting a copy.

6.1.5 Ashburton District Event Strategy

We are waiting on Ashburton District Tourism to get in contact regarding finalising the strategy.

6.1.6 Canterbury Water Management Strategy

The Ashburton Zone Committee met on 27 May. Minutes will go to the next meeting of Council.

6.1.7 Performance Monitoring and Reporting Framework

Policy Advisor Alicia Jenkins is currently working on a framework detailing the capture and reporting of performance measure data for the Long Term Plan/ Annual Plan/ Annual Report performance measures.

There remains some work to do on the final document in terms of inserting performance management information (community outcomes – levels of service – performance measure linkages) and finalising data capture and reporting processes for a small number of performance measures.

6.1.8 Reserve Management Plans

The draft reserve management plan for the Tinwald Reserve is now available for community comment and feedback. Copies have been sent to key stakeholders.

Initial discussions have been held with the service provider developing the plans to look at reserve management plans for Rakaia and Methven in the current financial year.

6.1.9 Council-funded Agencies Reviews

Work is underway on the first three agency reviews. The contractor undertaking the work has reported back that the process is running to schedule.

We are anticipating draft reports for the three reviews underway by the end of May. This is later than originally planned but has been put back to enable workshops with the organisations and Council to be included in the process before the draft reports are produced.

6.1.10 Winchmore Water Scheme

Staff have yet to meet with affected residents. The draft management plan and a review by the Medical Officer of Health are progressing.

An updated project plan will be presented to the next meeting of Council.

6.1.11 Community Meetings

The Community Planning Manager has attended meetings with the Hinds Ratepayers Group, along with the Roading and Street Services Manager, to discuss outstanding issues in and around the Hinds village.

6. DEMOCRACY & COMMUNITY SERVICES

Issues discussed include roading, stormwater capture and disposal, and the redevelopment of the Hinds Domain toilets. A plan for dealing with issues will be developed between staff and the group.

The Community Planning Manager has also met with Staveley residents, again with the Roding and Street Services Manager, to discuss issues around the Staveley corner. The Roding and Street Services Manager is developing approaches to deal with the issues raised.

6.1.12 Reserve and Hall Boards Workshop

Relevant staff have met to plan for the information workshop held each triennium with representatives from the district's reserve and hall boards. At this stage the workshop is looking likely to be held in the second week in June. We will advise when a firm date is set.

6.1.13 Annual Residents Survey

The annual residents' survey, undertaken by the National Research Bureau, is currently underway. We have reviewed the questions asked and made some changes. A question regarding rural unsealed roads has been added.

We expect to receive the data from the survey in mid-June and a detailed analysis report will go to the Finance & Community Services Committee as soon as practicable following that.

6.1.14 Long Term Plan

Work has begun on the Long Term Plan 2012-22. We are holding a workshop with Councillors on 11 May to go through what is required in the development of a Long Term Plan and elected members' role in that process.

We will provide the proposed project and timetable at that time. Also, the meeting calendar will be updated to include all workshops and meetings required for the development of the LTP.

6.1.15 Biodiversity Action Plan

Policy Advisor Alicia Jenkins has been working with the District Planner and a "Biodiversity Working Group" to develop an action plan which details local actions to be undertaken to give effect to the Canterbury Regional Biodiversity Strategy. A final draft is being prepared currently. This is on track to be completed at the next Biodiversity Working Group workshop and will then be presented to Councillors at a workshop.

6.1.16 Submission to Environment Canterbury draft Annual Plan

A submission has been made to the ECan draft Annual Plan. The submission is attached to this agenda as an appendix for Councillors' information. Normally a submission of this type would go to the appropriate committee of this Council for approval before being sent. In this case time did not allow for that happen. The Chief Executive advised Council of this and the submission is consistent with Council policy and positions.

Pages 51-55

6. DEMOCRACY & COMMUNITY SERVICES

6.2 Library

6.2.1 Issues and Membership

Issues comfortably exceeded those for the same period in 2010. Fiction was the reading of choice for all age groups. The rise in children's fiction reflects the many class visits arranged during this first school term.

Memberships were also healthy, when the 170 new memberships pleasingly included 60 children. The "other" category includes temporary members, at this time these would have been people who have transferred from Christchurch after damage to their homes in the February 22 earthquake. It does not reflect the full impact, however, as homing Ashburtonians have usually re-activated their old memberships or borrowed the cards of other family members.

6.2.2 Children's Library

The first term has been busy, with regular visits from the Christian School and classes from Ashburton Borough School coming in for Library orientation and book talks. Hampstead School classes, from new entrants to Year 5, all visited as a part of their 125th anniversary studies and a Pippin group came to look for art books.

The annual South Island Children's Librarian's Conference was held on March 2, 3 and 4 in Blenheim. Once again it was a great opportunity to listen to some inspirational speakers and to swap good practical ideas.

6.2.3 Promotions

March is New Zealand Book Month, when libraries, publishers and booksellers work together to celebrate and promote New Zealand books, reading and literacy in New Zealand.

New Zealand books and authors featured in both adult and junior displays throughout the month highlighting the wealth of New Zealand books. Displays on New Zealand country lifestyles and Kiwi cooks proved very popular.

The children's "Story and Rhyme Time" also highlighted New Zealand stories during the month.

On Sunday 20 March, at 2 pm, Joe Bennett, writer, columnist and raconteur entertained approximately 90 people with "Dogs to Dubai; Joe Bennett entertains". The success of this event can be measured not only by the size of the crowd, but also by the fact that every book written by Joe Bennett was on loan at the time of the event.

6.2.4 Displays

The Herb Society, Earth Hour, and the Hearing Association had displays in the Library during March.

6.2.5 Statistics for March 2011

Issues	March 2011	March 2010
Non-fiction	4751	4961
Fiction	5446	5373
Large Print	3023	2788
English Resources	16	20
Rentals	70	81

6. DEMOCRACY & COMMUNITY SERVICES

Young Adult Fiction	1129	1001
Young Adult Non-Fiction	230	177
Young Adult Magazines	50	34
Young Adult CD	68	47
Young Adult Talking Book	5	0
Paperbacks	338	352
Magazines	373	433
Adult Audio	114	152
Adult Video	153	186
Junior Fiction	9945	8533
Junior Non-Fiction	2148	2193
Junior Magazines	322	327
Junior Audio	374	363
Junior Video	785	729
Requests	18	13
Stack	116	99
Undefined	106	85
TOTAL	29580	27947
Issue - Year To Date	252671	242400

<u>Memberships</u>	Total at end March 2011	March 2010	Added during March 2011
Adults	7958	7918	81
Young Adults	1047	1024	11
Junior	2680	2862	60
Non-resident	98	101	2
Other	396	385	16
TOTAL	12179	12290	170

<u>Foot Traffic</u>		March 2011	March 2010
		13394	12367
<u>Year To Date</u>		105119	104457

<u>Reference Enquiries</u>		March 2011	March 2010
	Adult	789	820
	Children	130	141
	Total	919	961

6. DEMOCRACY & COMMUNITY SERVICES

6.3 Parks and Recreation

6.3.1 Ashburton Domain

All of the show lawns have been sprayed for broadleaf weeds and fertilised. The annual beds have been stripped of their summer displays and are at present being prepared and planted for the spring display. Leaves are being raked and picked up with the assistance of the catcher mowers.

A new irrigation mainline is in the process of being installed around the circumference of the top playing fields with the scope of additional stations of pop up sprinklers as money becomes available.

All sports fields have been fertilised.

6.3.2 Township Beautification and sports grounds

Baring Square West and other memorial areas around the district were prepared for ANZAC Day Ceremonies.

The eastern end of Argyle Park was fertilised.

As mowing is slowing down staff are in the process of installing playground equipment in the neighbourhood parks.

6.3.3 Rural Reserve Beatification

Rural staff have been busy with mowing and tree pruning.

6.3.4 Cemeteries

All cemeteries were prepared for ANZAC Day Ceremonies. A new internment and cremation beam have been constructed.

The Pakehe Lions have given the historic sexton's building a general spruce up with a complete repaint both exterior and interior.

Prior to this work being done the old spouting was removed and the barge boards replaced. It's now ready for new coloursteel spouting to be installed.

6.3.5 Ashburton Business Estate

Further effort was made to ensure the area was well presented for the rescheduled Official Opening by the Prime Minister.

The railway bund has been marked out and sprayed ready for planting.

6.3.6 Staff Structure

The Committee will be aware that the Parks and Recreation Department has undertaken a structure review. There were three vacancies and they were advertised nationally. After receiving 40 applications for the various roles and carried out interviews we are pleased to inform that the three positions were filled with internal promotions.

Rhonda Gallagher (Team Leader – Domain) has been appointed as the Horticultural Coordinator; Karen Noble (Department Support Officer for the Environmental Services Group) has been appointed to the Administration Coordinator role; and Graham Register (Driver/Gardener) appointed as Team Leader – Rural.

6. DEMOCRACY & COMMUNITY SERVICES

6.3.7 Cemeteries

Ashburton Cemetery

March 2010	
Internments	7
Ashes	3
April 2010	
Internments	4
Ashes	6

March 2011	
Internments	9
Ashes	6
April 2011	
Internments	4
Ashes	10

6.4 Methven Community Board

The Methven Community Board met on 18 April. There were no matters referred to the Committee for decision.

6.5 Heritage Grants Policy

The Heritage Assessment Subcommittee has determined that Council's grants policy lacks sufficient flexibility to provide financial assistance for heritage buildings in emergency situations. This was highlighted following the recent Canterbury earthquakes. The Subcommittee is recommending a change to the current policy.

Recommendation

That the Heritage Grants policy be reviewed to allow for flexibility to the policy during exceptional / emergency circumstances.

Nordqvist/McLeod

Carried

J G ROLLINSON
Manager
Democracy & Community Services

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No 1/1/13/1
Date 12 May 2011
Report to Finance & Community Services
From Community Services Officer
Subject Youth Council Minutes – 5/04/11 and 2/05/11

6.6 Youth Council Meetings



Minutes of a meeting of the **Ashburton Youth Council** held on Tuesday, 5 April 2011, in Council Chambers, Ashburton District Council, commencing at 5.35pm.

Present: George McDonald (Chair), Hailey Beevor, Izzy Ferguson, Sam McLay, Kate Moses, Olivia Quinn, Alasdair Tarry, Caitlin Warwood

Also in attendance Cr Robin Kilworth, Cr Jac Sparks, Community Services Officer (minutes).

Caitlin Warwood (Vice Chair) took the Chair and opened the meeting.

1 Apologies

William Hodgetts, Jazzlyn Leonard, Miller Scott, Hayley Beevor (lateness), George McDonald (lateness) Sustained

*George McDonald and Hayley Beevor arrived at 5:37pm
George McDonald took the Chair.*

2 Confirmation of Minutes

That the minutes of the Ashburton Youth Council meeting held on Tuesday 1 March 2011, be taken as read and confirmed.

Moses/Ferguson

Carried

3 Matters Arising

- Earth Hour

An Earth Hour fish and chip event was held at Borough School on Saturday 26 March between 8:30pm and 9:30pm. Lights were turned off and children donned glow sticks, made paper lanterns and played twister in the dark.

Cr Sparks thanked Alasdair for organizing the Earth Hour event and the members for making the evening a success.

The Youth Council is looking forward to another event next year and has the support of the Borough School Environmental Team. Cr Kilworth suggested that senior councillors are invited to join in solidarity. The Property Manager has advised that the clock can be turned off next year.

Alasdair submitted receipts for reimbursement of glow sticks, tape and printing. Izzy will put in receipts for soft drinks.

6. DEMOCRACY & COMMUNITY SERVICES

4 Youth Week

- Writing competition

Jo to investigate how much space to publish winners in Guardian, max 700 words. Could be over different days. Close off date 13 May and Izzy and Alasdair will do the preliminary judging.

- Extend an invitation to Christchurch and Timaru Youth councils to a discussion on "What sort of World do I want to grow up in" / "How the youth of today are impacting on tomorrow's world". Suggested topics for subgroup discussion could include:
 - Youth drinking
 - Youth Driving
 - Education
 - Youth Activeness
 - Youth Working opportunities – jobs, taxes
 - Environment
 - Poverty
 - Consumerism
 - Bullying
 - Peer pressure
 - Multicultural

This could be followed by group discussion on ways to implement suggestions.

Alasdair left the meeting at 6:20pm.

- **Arm Wrestling competition**

George will draft up a plan to run an arm wrestling event during Youth Week.

Jac left the meeting at 6:23pm to attend another meeting.

5 Transport to/from Methven

The best option would be to make a submission to the Annual Plan. Robin recommended following up with a plan and facts ie. frequency of travel, times etc, who will use it? How many? Size of bus? Would be ideal to consult with Methven Community Board for support too. This is a time consuming process and may be best started for next year's Annual Plan submissions.

Initial step is to work out if there is a need for the service.

Ask William and Miller to find out Methven's thoughts of need for the service and then begin investigating the need via survey in Snowfed, schools etc.

6 Submissions to Annual Plan

The Youth Councillors were encouraged to make submissions to the Draft Annual Plan, in the way of suggestions, or just to support issues in the plan.

Cr Kilworth updated the Youth Council on the \$120,000 available for promotion of the district to those that have relocated from Christchurch, including website update, information about facilities in town etc.

7 General Business

Kate would like to invite Ariana, the Base coordinator to the next meeting to discuss Base.

Jess from SADD will attend the meeting and Caitlin will also update on the SADD conference.

New Youth Councillors need Youth Council badges, perhaps look into updating them with ADC Youth Councillor.

Kate will ask the Youth Worker and Youth Health Centre coordinator to come to the June meeting.

8 Next Meeting

The next meeting of the Ashburton Youth Council will be held on Tuesday 3 May 2011, in Council Chambers.

Meeting closed at 6.53pm.

6. DEMOCRACY & COMMUNITY SERVICES

Minutes of a meeting of the **Ashburton Youth Council** held on Tuesday, 3 May 2011, in Council Chambers, Ashburton District Council, commencing at 5.36pm.

Present: George McDonald (Chair), Hailey Beevor, William Hodgetts, Sara Kircher, Kate Moses, Alasdair Tarry, Caitlin Warwood
Also in attendance Cr Robin Kilworth and Community Services Officer (minutes).
Two members of the public attended.

1 Apologies

Izzy Ferguson, Jazz Leonard, Sam McLay, Olivia Quinn, Cr J Sparks Sustained

2 Confirmation of Minutes

That the minutes of the Ashburton Youth Council meeting held on Tuesday 5 April 2011, be taken as read and confirmed.
Warwood / Beevor Carried

3 Matters Arising

Transport to Methven: this has been delayed until next year as there is a lot of background work to be done.

4 SADD (Students against Drink Driving)

Caitlin reported on her attendance at the SADD conference in Dunedin as being a positive experience with a diverse range of backgrounds represented. Those attending came up with advertising ideas and events which may be used nationally. Caitlin said that the single most important lesson learned from the experience was from listening to the people on the victim panel and the impact of drink driving on their lives.

5 Base Youth Centre

The Chair welcomed Ariana Batstone, the Base Youth Centre coordinator. She reported that they are close to signing the lease on the new Base premises. Some renovations will be done before moving in. She plans to run some youth leadership programmes and is also looking at setting up a youth committee to encourage the youth to take up management positions supported by the trustees. Ariana is planning a youth forum and sought Youth Council support to gain ideas from young people as to what they want from the centre. Members discussed how the Youth Council could support the Base Youth Centre.

That CSO will research Council policy to see if there is a way for the Youth Council to contribute/forgo some of the Youth Council funds to support the Base Youth Centre.
William / Sara Carried

If anyone is interested in helping out with Base, please contact Ariana at baseashburton@gmail.com Training will be provided.

Ariana will also be heading to Methven to speak to schools and William voiced interest in supporting her.

6. DEMOCRACY & COMMUNITY SERVICES

Youth Week 21-29 May

- Writing competition: A flyer has been distributed amongst the districts primary, intermediate and secondary schools. No reply yet about available space in the Guardian for printing winners. Mid Canterbury Herald may be able to print a winner.
- Invitation to Christchurch and Timaru Youth councils: Timaru District Council and Christchurch City Council no longer have youth councils. Discussion on where to from here: Robin suggested that Christchurch schools are in a time of turmoil. Could adopt a school to discuss how the changes are affecting them.

Robin left the meeting at 6:08pm to attend another meeting.

Discussion on whether Youth Council will do Shoot again. Suggestions of doing it later in the year with involving a Christchurch school, along the subject of "living in the face of turmoil".

Jo will contact Luke Howden to request information on costs of Shoot, possible dates etc.

- **Arm Wrestling competition**

George is drafting a plan to run an arm wrestling event. George will email out details but will not be for Youth Week. Will aim for July.

MC Herald has expressed an interest in doing an article.

7 General Business

- **Wearable Arts**

Youth Councillors expressed interest in doing the Wearable Arts Awards again. Caitlin will begin planning. Will discuss themes etc next meeting.

- Cross Country: George has spoken to Mr Cochrane but has had no confirmation of whether Youth Council is required to assist. Sara will follow up on this.

8 Next Meeting

The next meeting of the Ashburton Youth Council will be held on Tuesday 7 June 2011, in Council Chambers commencing at **5:45pm**.

Meeting closed at 6.33 pm.

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No: 3/7/1
Date: 12 May 2011
Report To: Finance and Community Services Committee
From: Community Services Officer
Subject: Creative Communities Assessment Committee

6.7 Creative Communities Assessment Committee

Report and Minutes of a meeting of the **Creative Communities Assessment Committee**, held in Meeting Room 2, 5 Baring Square West, Ashburton, on Tuesday 3 May 2011, commencing at 2.32pm.

Present

Cr Don McLeod, Mr Viv Barrett, Mr David Favel, Mrs Barbara Jaine, Mr Kevin Soster, Mrs Elaine Vallender.

Also in attendance Community Services Officer (minutes).

The Community Services Officer opened the meeting and introductions were made. The Committee was provided with a verbal summary of the assessment process based on Creative New Zealand criteria.

1 Apologies

Cr Jac Sparks Sustained

2 Extraordinary Business

- Marking Sheets: the committee agreed to discuss this in General Business
- Election of Chair

As per Creative Communities criteria, the Chair person shall be elected annually, by the committee members and should serve a maximum of two consecutive years. Nominations were called for Chairperson.

That Mr Viv Barrett be Chairperson of the Ashburton District Creative Communities Assessment Committee.

Soster/Vallender Carried

There being no further nominations, Mr Viv Barrett was duly elected Chairperson of the Ashburton District Creative Communities Assessment Committee.

Mr Barrett took the Chair.

3 Schedule of Applications

Applicant	Requested	Granted
Ashburton Writers' Group	\$100	\$100
Ashburton Society of Performing Arts Inc	\$250	\$250
Mid Canterbury Children's Theatre	\$3,500	\$2500
Ashburton Art Gallery	\$1,169.12	\$750
Ashburton Pottery Society	\$200	\$100
Ashburton Operatic Society (Variety Theatre)	\$1,200	\$1200
Ashburton Society of Arts	\$2,230	\$1250

6. DEMOCRACY & COMMUNITY SERVICES

Mid Canterbury Newcomers Network	\$3,086.50	\$2500
Ashburton Performing Arts Theatre Trust	\$5,200	\$1000
Ashburton Embroiderers' Guild	\$900	\$500
Total	\$17,836	\$10,150

The Committee agreed that the following comments should be forwarded to the applicants:

- Writers Group: would like to see the group put more into publicity.
- Society of Performing Arts: funding should be used for Hall Hire.
- Mid Canterbury Children's Theatre: funding to be used for venue costs.
- Art Gallery: would like to see participants paying more.
- Pottery Society: concern with low number of participants (4 or less).
- Operatic Society: consider the request to be very reasonable considering cost and size of the production.
- Society of Arts: concerned with low cost to participants, they could pay more for a 3 day workshop.
- Multicultural Bite: consider that staging hire is excessive and there may be lower cost options in our district.

4 General Business

Mr David Favel expressed concern with the marking sheets and the weighting put onto them. The Committee would prefer to see:

- Idea – well developed or not: marked out of 5
- Benefit community- needs to be marked out of 8
- Carry out project – marked out of 6
- How developed – marked out of 6
- Budget – marked out of 5;

The Committee requested that the Community Services Officer ask Creative New Zealand in principle if the form can be altered to adapt to our own district/communities.

That the concerns of the Ashburton District Creative Communities Assessment Committee be reported to Creative New Zealand.

Favel/McLeod

Carried

5 Presentation of Funding

Up to 5% of the scheme's annual allocation can be spent on promotion of the scheme. The date for the Committee to hold the presentation evening for the successful applicants will be Thursday 2 June at 5:30pm. The Mayor and all Councillors will be invited.

The meeting closed at 4.20 pm.

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No 7/16
Date 12 May 2011
Report to Finance & Community Services
From Community Services Officer
Subject Ashburton Hakatere River Trail Committee (*Unconfirmed Minutes*)

6.8 Ashburton-Hakatere River Trail Committee

Minutes of a **Meeting** of the **Ashburton-Hakatere River Trail Committee** held in Meeting Room 2, 5 Baring Square West, Ashburton, on Thursday 28 April 2011 commencing at 5.18 pm.

Present Kelvin Holmes, (Chair), David Askin, Norm Catlow, Colin Crossen, Cr Donna Favel, Steve Gielingh, Robin Jenkinson, Greg Jopson, Ian Knight, Greg Lysaght, Dave Maharey, Dell Phillips, Ron Shaw, Roger West, Debbie Woods.

Also in attendance: Jo Naylor (minutes).

Apologies For absence: Noel Batty, Alasdair Cleland, Cr Jac Sparks, Shane Stocker

Catlow/Jenkinson

Carried

Confirmation of Minutes

That the minutes of the Ashburton River Walkway Management Committee meeting held on 2 December 2010, be taken as read and confirmed.

Askin/Knight

Carried

1 Matters Arising

- David Askin advised that a Grow Safe course is available through New Zealand Sports Turf Institute at a cost of \$495 per person (self funded).
- Bob Girvan has put in a gate on his property by the pylons.
- The stopbank on River Rd has been mowed. Cannot remove the tree on the stop bank.
- PD have been approached but not yet confirmed to spread gravel and crusher dust.
- Plains Rotary sponsored walk was cancelled following the February 22 earthquake.

2 Signs

The signs are at Ashburton Joinery and have been painted. They are to be routed and painted again. Will then need to arrange working bee to put signs in. There are signs planned for both River Rd entrances to define track.

The committee was presented with options from the Ashburton District Council Operations Department regarding location of yellow road signs. The committee agreed to the following:

Cnr South St and William St: "Dog Exercise Park" and "To River Trail"

Cnr Beach Rd and Trevors Rd: "To River Trail" and "Motorbike Track"

Cnr Beach Rd East and Cochranes Rd: "To River Trail"

The committee also requests that the unformed access roads to the River Trail are graded annually.

6. DEMOCRACY & COMMUNITY SERVICES

The committee will send a letter to New Zealand Transport Agency to request signage on State Highway 1 opposite the Turton Memorial pointing to the access to the River Trail and Dog Exercise Area, and also on the corner of State Highway 77 and Melrose Rd, directing to the River Trail.

3 Barriers

All available barriers have been put in and are on a one key system. Repairs are required to the barrier at Croys Rd. The committee considered it important that the Fire Brigade have a key to access the river and will speak to other emergency services also.

4 Hakatere

There is concern among Hakatere residents as to the start/end point of the track and cutting down of trees. David Askin and Kelvin Holmes will meet with residents.

5 Hakatere – Gibsons Rd (Hakatere residents and Five Star Beef)

Five Star Beef will spray again, and it is anticipated that the gravel will be down within the next month, subject to ACL's availability. There is 1500m³ of shingle stock piled at Five Star Beef.

6 Gibsons Rd - Wakanui School Rd (Harrier Club)

No update available.

7 Wakanui School Rd – Pylons (Methven Adult Riding Club)

Currently waiting for ACL to put down the AP20 and crusher dust behind Lovett's. They have been delayed due to heavy work load in Christchurch.

A barrier could be put in to prevent vehicles accessing the river, at the point used for the race river crossing.

Kelvin has sprayed the track through Wayne Ross' place.

8 Pylon –Trevors Rd (Ashburton Lions Club)

The track has been sprayed. When shingle is available, the track will be shingled from Milton Rd to Cochranes Rd, but this is not a priority.

It was agreed that leaves should be removed from the track – suggested as possible PD job.

Holes need to be fixed between the pylon and Cochranes Rd.

9 Trevors Rd - Bridge - Melrose Rd (Mountainbike Club)

Plan to spray and replant along the track.

The Club is planning to hold a race every second Tuesday, all year round, from the bridge to Melrose Rd.

Dell reported that there is a lot of interest in the section from the bridge to Melrose Rd and there is intention to develop this further in a manner which is accessible to all. This could include board walks and steel structures.

Rotary and the Mountainbike Club will discuss working together on the bridge to Melrose Rd section.

8 Motorbikes

Invoices have been received from Greg Donaldson and Stuart Tarbotton for work done in the motorbike park.

The track continues to get a lot of use and it was considered there are fewer motorbikes accessing the River Trail.

The carpark needs to be graded again.

6. DEMOCRACY & COMMUNITY SERVICES

10 Dog Park

Debbie would like to organise a public meeting for persons interested in developing the dog park. She requested that a member of Council attends the meeting.

11 ECan

ECan has used their entire budget for this financial year.

12 Locks

Ian has been busy repairing several locks following vandalism. Ian reported that he needs to purchase new locks in order to get the cylinders to replace when the locks are vandalised. Discussion was held on whether to change the locks but it was agreed to wait 12 months. It is anticipated that vandalism may drop in that time frame. If not, then the committee will look at changing the locks.

13 South Side

This has been sprayed and the barriers have been put in. In spring it will be given a light blade over.

Will continue working on the entrance to the track off State Highway 1. Permission has been granted by Council to form this entrance.

Greg Jopson left the meeting at 5:27pm

14 Finances

There was \$45,000 budgeted for Capital expenditure and \$25,000 for maintenance during the 2010-11 financial year. A small portion of funding remains unused at this stage. It is likely that the committee will request that the unused capital funding is carried over to the 2011-12 year.

Lions received a grant of \$35,500 from the Ashburton Licensing Trust which has been used for the shortfall in motorbike funding, shingle and other capital expenses. It is anticipated the remainder will be used for crusher dust for the section between Trevors Rd to Cochranes Rd.

Kelvin asked user groups to advise him of where remaining funding could best be utilised for each section of the track ie seating and other interest points.

18 Next Meeting

The next meeting will be held on Thursday 9 June 2011 at, 5:15pm in Council Chambers.

The meeting closed at 6.50 pm.

7. FINANCE

Ashburton District Council Report

File No 5/8/6/2
Date 12 May 2011
Report to Finance and Community Services Committee
From Operations Manager
Subject Rakaia Resource Recovery Park

7.1 Rakaia Resource Recovery Park – Composting Options

7.1.1 Summary

At the 3 February 2011 meeting of the Operations Committee, the Committee approved the formal development and consenting of composting options at the Rakaia resource recovery park.

Our agreement with Environment Canterbury requires that we lodge our consent applications for composting activities on 13 May 2011.

Unfortunately this report could not be completed in time for the 28 April meeting of the Operations Committee.

The purpose of this report is to provide information on composting options available and to seek the Committee's formal approval of the recommended option.

7.1.2 Recommendation

That the budget provision be amended to \$200,500.

7.1.3 Background

The Rakaia resource recovery park receives residual waste, recyclable materials, greenwaste and putrescibles. One of the activities carried out on site is composting which has been carried out for a number of years. The composting activity includes the receipt of greenwaste and putrescible materials, storage, shredding, composting and disposal of processed material. The site is not currently consented for composting activities and operations.

A programme for the lodgement and processing of the required resource consents has been agreed with Environment Canterbury that takes account of the small scale of the operation and Council's budgeting and work programming timeframes. As part of the agreement, a resource consent application must be lodged with ECan by 13 May 2011. Site development will be required to ensure compliance with likely resource consent conditions relating to the recommended composting option.

On 3 February 2011, the Operations Committee considered a range of service options to deal with greenwaste at the Rakaia resource recovery park.

The Committee resolved the following:

"That the Committee approves the full receipt of greenwaste and composting activities on site subject to the following:

- 1. Obtaining the necessary resource consents*
- 2. Significant site development and associated construction costs*
- 3. An increased level of on-site management and quality control*

7. FINANCE

4. *Minimal disposal of greenwaste on site*
5. *Maintaining the current level of service*

A service provider has been engaged to investigate composting operations, resource consenting requirements and to prepare and lodge resource consent application documentation.

Set out below is a summary of the work carried out and options identified and evaluated.

Introduction

- The Rakaia resource recovery park (RRRP) receives approximately 800m³ of greenwaste per year. This produces 350m³ of processed material.
- A multiple bag collection system. A green bag (wet) system is in place for greenwaste/putrescible collection.
- The following material is currently collected in the green bag:
 - Vegetable peelings, food scraps, leftovers, meat scraps, all wrapped in newspaper if possible.
 - Wet paper of any sort.
 - Bones, egg shells, light wooden items eg matches, skewers.
 - Pet droppings in bag/cardboard box, pet hair/fur, leftover pet food.
 - Clothes dryer lint, vacuum cleaner bags and contents.
 - Cigarette butts, ashes, fireplace ashes, floor sweepings etc.
 - Lawn clippings, hedge trimmings, weeds, vegetables, fruit, flowers, pruning, leaves, soil, old pot plants etc.

The investigation work and report recommends that the following minor modifications are required to the green bag collection:

- Only untreated wood items
- No vacuum cleaner bags (potential contamination issues)
- No ashes/fire place ashes (potential contamination)
- No flax (difficult to shred and hard on equipment)

Councillors approved in principle the preparation of a resource consent application based on the option of Tunnel Composting: Enviromachine System at a workshop on 14 April 2011 subject to formal approval by Council/Committee. This approval in principle was required to enable resource consent documentation to be prepared to the agreed programme.

Set out below are all of the options considered and evaluated and the results of the option evaluation process. This process supports/confirms the request to proceed with preparing resource consent application documentation for the Tunnel Composting: Enviromachine System.

Options reviewed but not considered

The options reviewed but not considered any further due to very high capital costs and which are more suited to large compost operations include:

- Covered windrows – the Gore covered windrow system is used by Timaru District Council which is similar in concept to the Enviromachine. It has a very high capital cost due to the patented Gore cover system which has a shelf life of 7 years and the need to have a large concrete hardstand area, and leachate collection system.

7. FINANCE

- In-Vessel mechanical Composting (Horizontal Flow) – HotRot Composting used by Selwyn District Council. It has very high capital costs due to the equipment required and not suited to the small scale operations at Rakaia.

Options evaluated but not shortlisted

1. Vermiculture:

Vermiculture is suited to the processing of some kitchen waste food materials and has been used in the past for combined greenwaste and Biosolids processing. This process uses worms to process the materials.

This system would comprise the following:

- Lined trenches, covered windrows or insulated above ground system
- A shredder/grinder would be required and a loader to move material
- Worms
- Leachate collection system
- 2 Compost streams

Considerations:

- This system requires temperatures above 10⁰c and below 30⁰c.
- Two composting operations will be required one for vermiculture (mainly food scraps) and one for greenwaste (shredded and composted)
- Material must be 'ground' or shredded and partially decomposed or composted prior to 'feeding' (food scraps).
- Odour is considered to be a potential issue.
- System management requirements are reasonably high because of the sensitivity of the system.

Because of the limitations above, this system was not considered further.

2. Vertical composting system

The Vertical composting system involves an upright sealed vessel, which is loaded at the top with shredded material and sized to suit the Rakaia volumes.

This system would comprise the following:

- Shredder and loader to move material
- Vertical contained vessel (VCU)

Considerations:

- High capital cost of VCU
- Low pest, dust and odour issues
- High aeration requirement
- Sealed system

This option was not considered further due to:

- High capital costs associated with building the VCU and required site development
- Small volumes of material resulting in an unviable operation

Options shortlisted

1. Bokashi or effective micro organism system

The Bokashi system requires the organic material/kitchen waste to be combined with effective micro organisms – a fermented compost starter that begins a fermentation process to transform waste and other organic materials into compost.

Kitchen waste (putrescibles) would be collected and fermented into buckets in each household for either private use or to incorporate with the green bag collection. This would be combined with shredded greenwaste and put into open windrows.

7. FINANCE

Considerations:

- Ongoing cost of "seeding" material (effective micro organisms)
- A requirement to supply buckets
- Potential contamination
- Potential disposal to refuse if process not followed correctly
- High levels of management required
- High public education requirement

The system could compromise the following:

- Shredder
- Loader to move material
- Manual application of effective micro organisms
- Covered windrows
- Site development

The estimated cost of this option is:

Capital

At home buckets (2 per household)	\$ 26,700	
Shredder	\$ 24,000	
Greenwaste reception area	\$ 29,000	
Leachate collection	\$ 8,000	
Site Preparation	\$ 10,500	\$ 98,200

Operational

Bokashi Starter	\$ 18,700
*Additional Labour	\$ 15,000
Education	\$ 5,000
	\$ 38,700 per annum

* This is in addition to the Townsman contract

2. Horizontal Composting

As at the Kaikoura resource recovery centre. This system is an in-house in-vessel horizontal composting unit (HCU). It involves a semi-continuous covered long bin made of concrete with a canvas cover. Material is shredded directly into the bin and is turned and moved 1m/day further down the bin to the next available space. Finished compost is course.

Considerations:

- High capital cost of HCU unrecoverable if system is abandoned
- High labour content to turn/move each day
- No issue with pests, odour and dust

The system could comprise the following:

- Shredder and loader to move material
- Purpose build above ground vessel
- Extensive earthworks for resource consent requirements

The estimated cost of this option is:

Capital

Moulds for compost unit	\$ 8,000	
Shredder	\$ 24,000	
Concrete composting unit	\$ 35,000	
Leachate collection	\$ 8,000	
Greenwaste reception area	\$ 29,000	
Concrete slab	\$ 72,000	\$ 176,000

7. FINANCE

Option 2 Not approve the recommended composting option

- Additional costs associated with alternative options
- Resource consenting processing more onerous
- Other options do not easily deal with putrescibles and greenwaste collectively

7.1.5 Statutory Implications

Currently composting activities at the Rakaia resource recovery park are not consented. An agreement has been reached with Environment Canterbury regarding application for the required resource consents. Applications must be lodged by 13th May 2011. A consent is required if composting activities are to continue.

7.1.6 Consultation

Consenting requirements have been discussed in detail and at length with Environment Canterbury.

The recommend option has been discussed with the chairperson of the Rakaia Community Association who supports this option.

The operator of the resource recovery park has been involved in discussions regarding the operation and maintenance of the recommended system during the resource consent document preparation.

Councillors approved in principle preparing resource consent applications based on the recommended option at a workshop on 14 April 2011 as a result of consideration of a report providing details on the options considered and subject to formal approval.

Composting activities are the subject of public consultation with the wider community as part of the 2011/2012 Annual Plan process.

7.1.7 Strategic Links

Approval of the recommendation in this report is consistent with the Council's objective in the LTCCP 2009/19

"To provide recycling, reuse and waste management services that are sustainable, minimise impact on the environment and that meet requirements of the Resource Management Act 1991".

"To provide the community with safe, convenient and effective solid waste services that contributes to the overall wellbeing of the District".

7.1.8 Financial

Council has approved a budget provision for the 2011/12 financial year of \$160,742. To date costs total \$24,575 for work done on resource consents.

The results of the detailed consideration of available composting options has resulted in a budget requirement of \$200,500 (estimated).

Prepared By:

C COOMBS
Solid Waste Manager

Approved by:

R ROUSE
Operations Manager

7. FINANCE

7.2 Finance

7.2.1 Financial Reports

Attached

7.2.2 Westpac Credit Line Facility Extension

Council's Westpac multi option credit line facility (\$25 million) expired on 31 March 2011. This facility has now been extended for a further two years expiring 31 March 2013. All other terms and conditions remain the same.

7.2.3 Interim Audit Visit

Audit New Zealand conducted an interim visit in the week of 4-8 April as part of their audit of the 2010/11 Annual Report. This visit was to look at Council's financial controls, both in the finance system and the new payroll system. They also discussed performance measures and identified those areas that could impact on their final audit of the 2010/11 Annual Report which will be undertaken in October of this year. A management letter outlining their findings will be received shortly.

7.3 Forestry

7.3.1 Sales and Harvesting

Sales Information Report – Forest Summary

Period: 1/02/11 – 31/03/11

Products	Quantity	Units	Net Value
Domestic Logs	4311.36	tonnes	\$84,361.07
Export Logs	5960.814	JAS	\$290,862.20
Total	10272.174		\$375,223.27

As expected export log prices have started to soften during March and April. Net prices have also been impacted by higher ocean freight costs and a weakening US\$. Harvesting costs continue to increase with the fuel surcharge for log cartage at a record level.

The level of sales and production reached a peak for the year in March with logs being produced by three crews. The value of this production was improved by the high export prices. The Council's harvesting contractor has now moved to the last significant plantation which sustained wind damage and already the majority of the affected trees have now been salvaged. During May, Council's harvesting contractor will move up to North Canterbury to undertake harvesting work for Rayonier NZ; it is expected the crew will return sometime in July. This work has been scheduled to reduce the overcutting that has taken place of the last six months. It also coincides with a period when export log prices seem to have gone off the boil. During the next financial year the Forester will try to initiate other harvesting work that is outside the Council's Radiata pine cut to make up for the over cutting that has taken place.

7. FINANCE

7.4 Property

7.4.1 Methven Medical Centre

The additions and alterations are nearing completion. The main work is due to be completed 21 May but the total job will be a little later as items such as fencing around air conditioning units will need to be completed. The project is currently \$66,559 below the approved sum of \$495,615. It is expected that the final cost will be within the approved budget.

7.4.2 Lauriston Fire Shed

This project is virtually completed with only minor work to be tidied up. Expenditure to date is within the approved budget of \$51,000, however further claims and one substantial variation are still to be processed. It's expected that the final cost will be within the approved budget.

7.4.3 Clock Tower

This project is due for completion mid-May and we anticipate having an official re-opening early/mid June by which time the clock mechanism will be re-installed and connected. Whilst there have been a number of variations to the contract approved the work is expected to be completed within the approved budget. The variations have been issued as a result of damage to a number of structural and cladding members being discovered as the tower has been dismantled. This damage is mainly corrosion of metal members which was not visible until the cladding was removed.

As we suspected that removal of the cladding would reveal corrosion, an allowance for this eventuality was made at the time expenditure approval was sought. In a similar vein, when the clock mechanism was dismantled it was found that the cables from the hammers to the bells were in dubious condition and have therefore been replaced. Also the electrical system, when removed, was found to have deteriorated and has consequently been fully refurbished with new contacts, relays, switchboard and cabling.

7.4.4 Elderly Persons Housing

Minor maintenance painting and repairs are being undertaken to a number of flats at present (7 interiors).

Work is due to commence on the resealing of the block work of units at 1-16 Friendship Lane and new spouting is being installed in Mona Square. Recovery of the old spouting achieved an income to the Elderly Persons Housing account of \$1,200.

7.4.5 Methven Dog Park

Work on levelling the ground, sowing grass seed and rolling has been undertaken. This will produce a surface capable of being mowed.

P L BRAKE
Finance Manager