



Ashburton District Council

AGENDA

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

Date: Thursday 28 July 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

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8 Business transacted with the public excluded

8.1 Confirmation of minutes – 23/06/11

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- Police Report Section 7(2)(f) Maintain effective conduct public affairs
- Audit & Budget Subcommittee Section 7(2)(h) Commercial activities
- Property matters Section 7(2)(h) Commercial activities
- Art Gallery / Heritage Centre Section 7(2)(h) Commercial activities

8.2 Property Matter - Section 7(2)(h) Commercial activities

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8.3 Town Centre Security (TSG)

Verbal

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

22 July 2011

5. CORPORATE SERVICES

5.0 Corporate Services

Council assets continue to be insured but mostly at an increased cost, for less coverage and for greater policy excesses. Negotiations through our broker continue to find the best combination of policies.

The disaster recovery/business continuity project that was started last year is on track and on target. All ICT services were available this month.

The customer service team continues to complete around 80% of enquiries without needing to refer to other departments. A comprehensive knowledge base has been created and is continually updated with information from other departments that allow complete and up to date information to be communicated in responses to queries.

5.1 Information Systems

Work is continuing on the configuration of disaster recovery/business continuity server and network infrastructure that will minimise risk of total loss of productivity due to non availability to IS principal server structure within the main building.

Work on identified capital projects for the year 2011/12 has commenced with initial resourcing requirements and deliverables being identified.

The visits to the web site are up from this time last year and have settled into a regular pattern indicating that we have many return visitors. The District Plan Heritage and Protected Trees document was downloaded 65 times and is a new item on the most downloaded document list.

5.1.1 Service Delivery

All Information Communication Technology (ICT) services for Council staff have been available during normal working hours. The number of unresolved (running total) calls is due to problems encountered on certain old Council PCs after the Technology One update. The problems were solved in July. The old Council PCs are due to be replaced in the next few months.

	Feb-11	Mar-11	Apr-11	May -11	June	Target	Current Average
System and network availability	100.0%	99.9%	95.0%	100.0%	100.0%	95.0%	98.3%
Web site availability	99.9%	100.0%	100.0%	99.9%	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)	35	29	38	25	45		
Requests received/month	154	184	162	290	253		
Responded to within 1 hour	154	184	162	290	253		
Not responded to within 1 hour	0	0	0	0	0		

5. CORPORATE SERVICES

5.1.2 Ashburton District Council Web Site

The Council web site was visited 26,746 times in June 2011 compared to 25,577 times in June 2010.

June 2011 Top 10 Pages viewed.

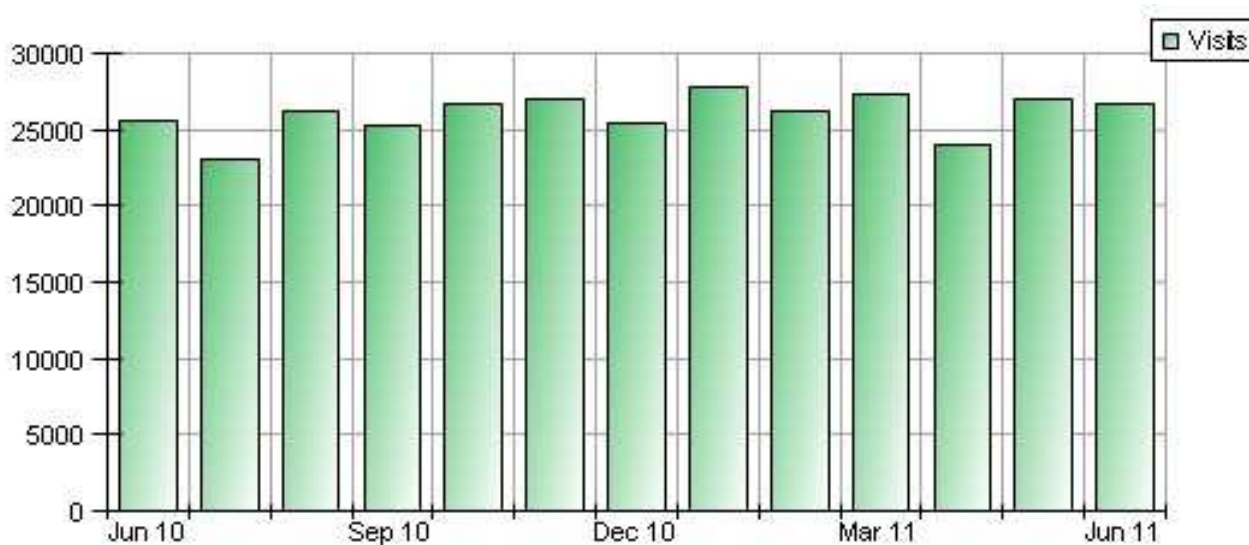
	May 2011		June 2011	
Top 10 pages viewed	Notices	2,840	Notices	2,402
	Search	1,148	Search	1,102
	Cemeteries	845	Cemeteries	908
	Contact Us	814	Contact Us	673
	Maps	693	Job Vacancies	519
	Job Vacancies	675	Forms	506
	Forms	513	Maps	488
	Current District Plan	441	Tenders	426
	Fees and Charges	439	District Maps	417
	Tenders	432	Current District Plan	411

June 2011 Top 10 Documents downloaded.

	May 2011		June 2011	
Top 10 documents downloaded	Final ADC Directory	128	District Plan Section 7 Zone Rules	137
	District Plan Section 7 Zone Rules	125	District Population Report Version 2	78
	Summary Submissions Table	117	District Plan Section 6	77
	District Plan Section 6	101	Summary Submissions Table	77
	District Plan Rural index	84	District Plan Urban index	69
	District Population Report Version 2	81	District Plan Rural index	68
	District Plan Definitions	70	District Plan Heritage and Protected Trees	65
	District Plan Subdivision	69	District Plan Rural Zones	64
	District Plan Urban index	65	District Plan Subdivision	61
	District Plan scheduled activities	60	Appendices 9	61

5. CORPORATE SERVICES

Monthly totals for visits to the Council Web Site



5.1.3 Carry over of unspent 2010-2011 budget

\$13,000 was unspent in the 2010-2011 financial year capital budget that is earmarked for implementing System Centre Configuration Manager (SCCM). This programme allows monitoring and management of the newly built Business Continuity Computer Infrastructure. This was not done last year because the new infrastructure needed to be built first. The new infrastructure has now reached a stage that can support the SCCM programme.

5.1.4 Cemetery redevelopment

The new cemetery module is in place allowing improved management of Council cemetery plot purchases and interments with full integration with the Finance application. Aside from the application development, work undertaken included correcting incorrect data and providing a daily update to the cemetery page on Council's website.

5.1.5 End of Year Functions

End of year functions were completed on Council's property application in readiness for the new financial year. Specific support to Council departments has been provided in relation to renewal of animal and health licences to ensure production of notices. Through user education reliance of IS in these processes should be reduced in future years.

5.2 Records and Administration

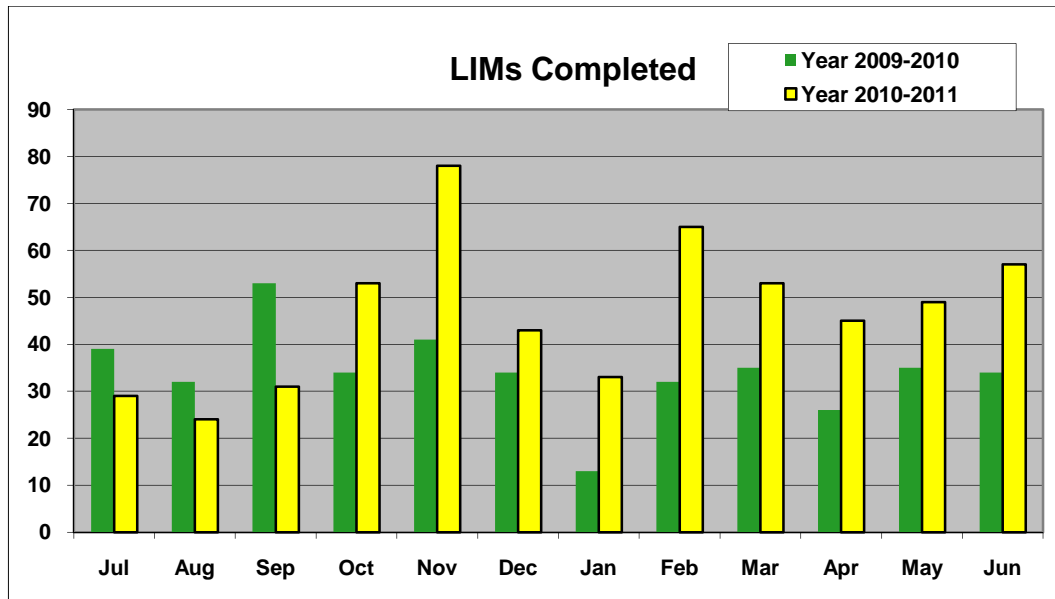
5.2.1 Records

The regular scanning of current invoices and recently closed building consent files continues. Those closed building consents are filling a storage box a week.

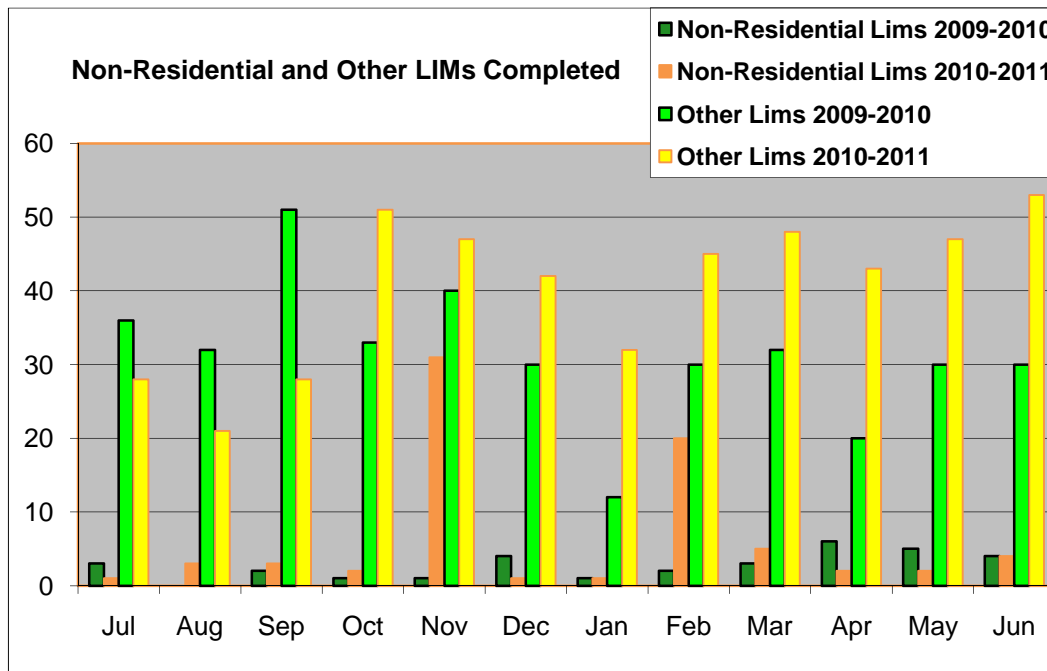
5.2.2 LIM Reports

Fifty-seven LIM reports were produced in June (34 in June 2010). This continued the increased demand for LIM reports post-September 2010. 560 reports were compiled during the 2010-2011 year (410 in 2009-2010). This is the highest annual total since 601 were compiled in 2007-2008.

5. CORPORATE SERVICES

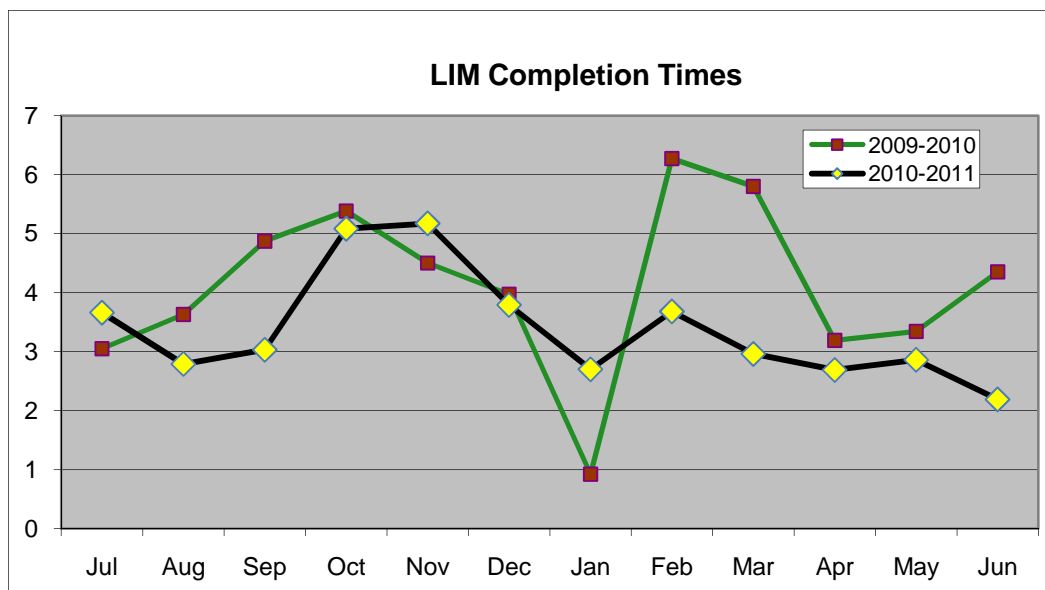


Demand for LIM reports on non-residential properties fluctuates. There were four in June (four in June 2010) and 75 in the year (32 in 2009-2010).



The average LIM completion time in June was 2.2 days (4.4 in 2010), the lowest monthly average of the year. The average for the year was 3.4 days (4.1 days in 2009-2010). All LIM reports have been completed within the statutory 10 days since December 2008.

5. CORPORATE SERVICES



5.2.3 Data Integrity

The property postal address project continues to be the primary focus of the Data Systems Officer. 60% of the 5,700 outstanding queried addresses have been resolved.

5.2.4 Insurance

The Council's insurance portfolio renewal was completed on 1 July, but at a much greater cost and with more disadvantageous terms. Few insurers are interested in insuring high risk Canterbury councils, making the task very difficult for JLT, our insurance brokers. Through June and July, the Council has supplied much extra information about each asset at the insurers' insistence.

Some key points:

- Material damage (for property and contents)
 - we have 100% cover, except for natural disasters when it is only 80%
 - natural disaster excesses are 5% (minimum \$5,000) for post-1934 buildings and 10% (minimum \$10,000) for pre-1934 buildings
 - insurers will not allow the inclusion of any underground assets in this policy, even where some have been previously accepted
 - insurers are still discussing issues of aggregation and indemnity only cover for the remaining 20% natural disaster insurance.
- Lake Hood Civil Engineering
 - As above, except an excess of \$50,000
- Area Committees.
 - As material damage above, except:
 - excesses for all claims have been raised from \$500 to \$2,500
 - insurers insist on indemnity only insurance for Alford Forest Hall

Provisional figures for premium costs, excluding LAPP and Council infrastructure, indicate a 69% rise from \$232,959 last year to \$392,842. The big rises have been in property based policies, but liability and accident policies have also increased.

- The Material damage premium is rising by 128%, but the increase would have been around 100% had it not been for property and contents revaluations
- The premium for the Area Committees has risen by 72%.
- Business interruption

5. CORPORATE SERVICES

The Council's cover appears inadequate and we can renegotiate up to three times the old level of cover, but this has not been previously budgeted. The 2010 premium was \$1,416 and a premium for three times the cover would now be \$9,327.

A JLT representative, Kelvin Cross, has been invited to speak to the Committee.

5.3 Customer Services

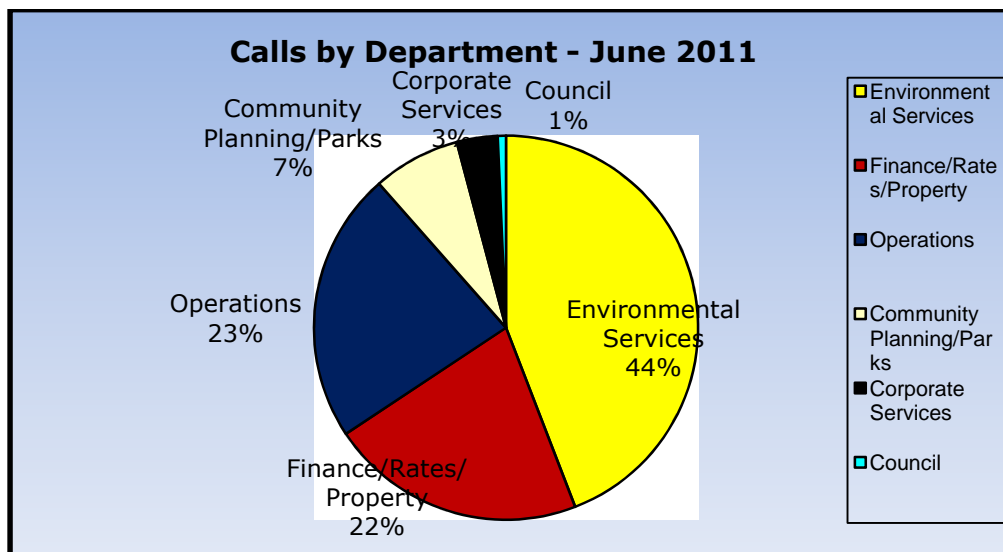
5.3.1 Contact Centre Statistics

- Customer Services staff in the Contact Centre received 4,437 calls, 510 emails and 174 faxes during June 2011.
- 85% of calls were answered within 20 seconds.
- The average speed to answer calls was 8 seconds.
- 4% 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 17 seconds.

Chart 1 shows that:

- 44% of the total calls related to the Environmental Services departments
- 23% related to the Operations departments
- 22% related to Finance/Rates/Property
- 7% related to Community Planning/Parks/Democracy
- 3% related to the Corporate Services departments
- 1% related to Councillors

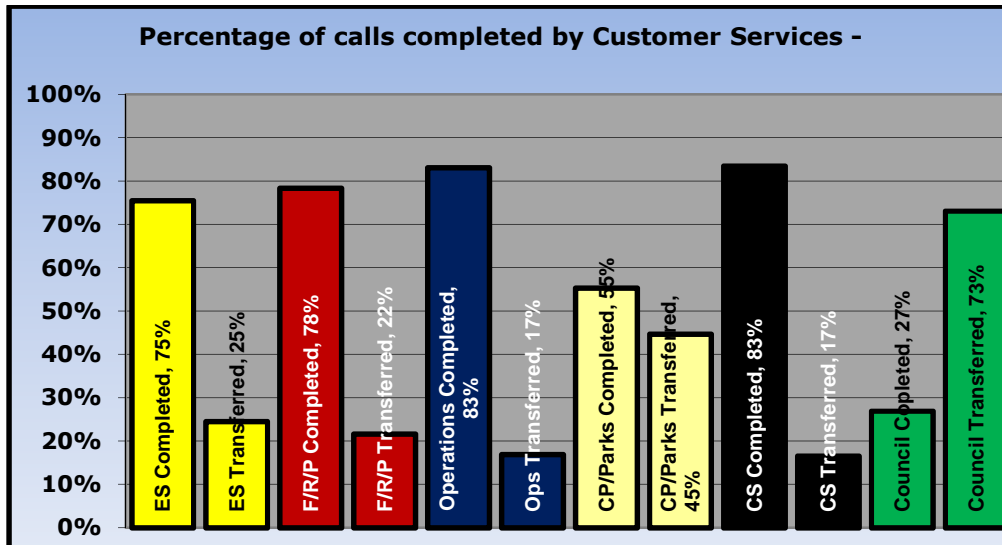
Chart 1



76% of all calls received in June were completed by Customer Services staff with 24% 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.

5. CORPORATE SERVICES

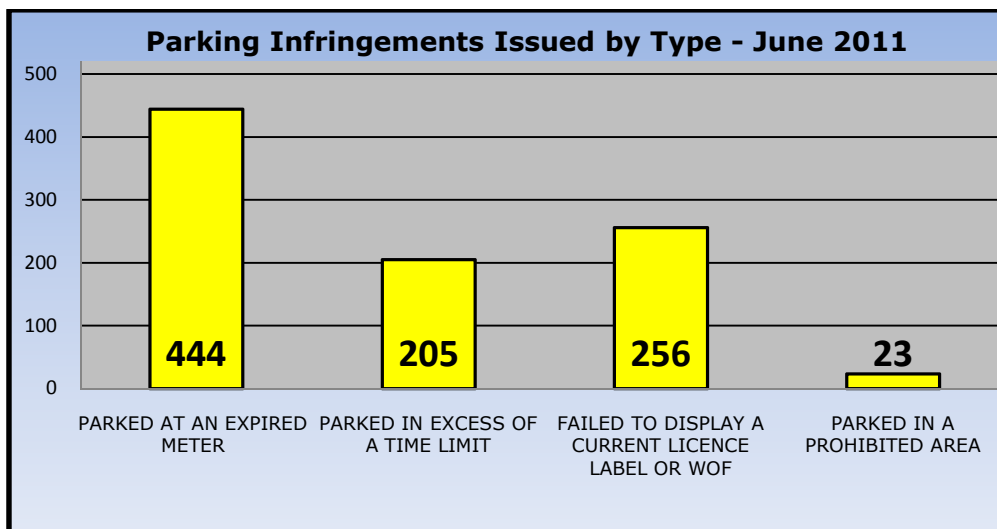
Chart 2



5.3.2 Parking Services

During June the Parking Officers issued 928 parking infringements. Chart 3 shows the number and types of infringements issued.

Chart 3



The revenue received from parking infringements in June was \$26,266.

The revenue from parking meters in June was \$9,479. For the period 1 July 2010 to 30 June 2011 \$135,434 was collected from the parking meters, a positive variance of \$6,992 over the previous year.

5.3.3 Rates Rebates

Customer Services completed 821 rates rebates applications. 777 applications to the value of \$397,185 were granted. For the period 1 July 2010 to 30 June 2011 830 applications to the value of \$403,771 were granted.

5. CORPORATE SERVICES

5.4 Miscellaneous Matters

5.4.1 Minor Applications received June 2011

- Sport Mid Canterbury, Secondary Cross Country Championships, water feature banner, 1 to 20 June 2011
- Avon Breast Cancer street appeal, Methven, 30 June 2011
- Alzheimer's New Zealand, Ashburton street appeal, 23 September 2011
- Spring Carnival, water feature banner, 18 September to 3 October 2011

5.4.2 Letters of Thanks

Received from:

- St John Cadets, Methven – for the Road Safety presentation
- Willowby-Eiffelton Women's Institute – for presentation on the role of the Road Safety Officer
- Rangitata Gorge Landcare Group – for the \$5000 annual grant.

5.4.3 Council Seal

Under authority, since last meeting —

- **Lease Documents**
 - Transfer of leasehold – Ballindalloch Holdings Ltd
 - Deed of lease – Ashburton Airport – ADC / 6T Syndicate Site – Hangar Site
 - Deed of sub-lease – McPherson Lifestyle Properties Ltd and Ballindalloch Holdings Ltd / Store-It All Ltd / ADC – Dobson Street
- **Licence to Occupy**
 - Part of Anama Cavendish Road – ADC / Valetta Irrigation Ltd
 - Part Lot 2 DP 42728 – ADC / GJ Wickes & KV Lewis
 - Res 1938 – ADC / John & Annette Watson
 - Res 1958 – ADC / Guyon Farms Lt
 - Res 2109 – ADC / Jomar Farm Ltd
 - Res 2639 – ADC / Ian Hood
- **Sale & Purchase Agreements**
 - RS 404477 – ADC / Eatim Holdings Ltd
 -
- **Easement Documents**
 - Easement across RS41345 – ADC / ME Tarbotton & DN Sinclair
 - Easement Surrender 1844 – Geoff Geering Drive
 - Easement Surrender without transfer – ADC / Mortlock McCormack Law (Christchurch)

S ALLEN

Corporate Services Manager

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No 9/21/17
Date 28 July 2011
Report to Finance and Community Services Committee
From Community Planning Manager
Subject Tinwald Reserve – Reserve Management Plan

6.1 Tinwald Reserve – Reserve Management Plan

6.1.1 Summary

This report recommends Council adopts the Reserve Management Plan for Tinwald Reserve as attached to this report. ***Attached separately***

The Reserves Act 1977 (section 41) requires that the administering body of a recreation reserve (in this case Ashburton District Council) prepares a management plan that meets the requirements of that section.

The attached reserve management plan for Tinwald Reserve has been prepared in accordance with the legislative requirements.

6.1.2 Recommendation to Council

<p>That Council adopts the Reserve Management Plan for the Tinwald Reserve as attached to this report.</p>

6.1.3 Background

Legislative requirements

Since 1999 the Tinwald Reserve has been vested in the Ashburton District Council. Prior to this the Council was appointed to control and manage the land on behalf of the Crown.

The Reserves Act 1977 (section 41) requires that the administering body of a recreation reserve prepares a management plan that meets the requirements of that section.

The legislation requires the following process be used in preparing a management plan:

- Public notice be given of the intention to prepare a management plan
- Persons and organisations with an interest be invited to provide written suggestions on the proposed plan
- That these suggestions be given full consideration in preparing a management plan
- That a draft management plan to be prepared which is then made available to the community for consultation.
- The consultation must provide a period of at least two months for interested parties to object to or comment on the draft plan.

The attached reserve management plan has been prepared in accordance with the legislative requirements.

6. DEMOCRACY & COMMUNITY SERVICES

Purpose of the reserve management plan

The Reserves Act 1977 (section 41(3)) states “the management plan shall provide for and ensure the use, enjoyment, maintenance, protection and preservation, as the case may require, and, to the extent that the administering body’s resource permit, the development, as appropriate, of the reserve for the purposes for which it is classified, and shall incorporate and ensure compliance with the principles set out in sections 17 – 23 ...” of the Act.

The management plan has statutory standing and may include provisions which will enable the administering body (or a delegated body) to undertake periodic reviews of facilities. The management plan will therefore provide a mechanism to facilitate the preparation and implementation of a development plan which has no statutory standing on its own.

The Tinwald Reserve Board has, over the past three years, prepared a Development Plan to guide future development and use of the Tinwald Domain. The investment in the preparation of the Development Plan by the Tinwald Domain Board is approximately \$89,000. Without an approved reserve management plan being in place (that complies with the Reserves Act) the development plan has no standing.

6.1.4 Options & Risks Considered

Not applicable. Council has a legislative requirement to prepare a reserve management plan.

6.1.5 Statutory Implications

The Reserves Act 1977 (section 41) requires that the administering body of a recreation reserve prepares a management plan that meets the requirements of that section.

6.1.6 Consultation

The Reserves Act 1977 (section 41) details the consultation requirements for preparing a reserve management plan.

The legislation required the following process be used (as a minimum) in preparing a management plan:

- Public notice given of the intention to prepare a management plan
- Persons and organisations with an interest be invited to provide written suggestions on the proposed plan
- That these suggestions be given full consideration in preparing a management plan
- That a draft management plan to be prepared which is then made available to the community for consultation.
- The consultation must provide a period of at least 2 months for interested parties to object to or comment on the draft plan.

In all, four submissions were received to the draft reserve management plan. These submissions were considered and where appropriate changes made to the draft plan. All submitters will be advised of how the points they raised have been dealt with.

6.1.7 Strategic Links

The preparation of a reserve management plan for the Tinwald Domain has linkages with community outcomes, specifically:

6. DEMOCRACY & COMMUNITY SERVICES

Outcome 2: Natural and developed environments are sustained for the enjoyment of current and future generations

- a. *Water, land and air are managed sustainably (Priority Objective)*
- b. *Towns and rural areas are developed in a way which enhances the local environment and meets the needs of the community (Priority Objective)*

Outcome 6: A community with access to a variety of cultural, recreational and heritage experiences and facilities that enrich our quality of life

- a. Cultural, recreational and heritage experiences and facilities are accessible to the community and actively used
- b. *Cultural, recreational and heritage facilities are maintained and developed to meet community needs (Priority Objective)*

6.1.8 Financial Implications

Funding for the preparation of the reserve management plan had been approved and has been taken from the "Reserve Contributions" account as agreed.

6.1.9 Significance

While the preparation of a reserve management plan was not signalled in the Community Plan 2009-19 or the Annual Plan 2010/ 11 the decision is not regarded as significant due to the relatively minor (financial and utility) impact on the community.

The statutory consultation process required under the Reserves Act 1977 is considered to have provided appropriate community consultation and involvement in the decision making processes associated with this project.

Prepared By
G THOMAS
Community Planning Manager

Approved By
J G ROLLINSON
**Manager
Democracy & Community Services**

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No 9/10/9
Date 28 July 2011
Report to Finance and Community Services Committee
From Policy Advisor
Subject Ashburton District Tourism Annual Survey of Clients

6.2 Ashburton District Tourism Annual Survey of Clients

6.2.1 Summary

The attached report details the results of the 2011 client satisfaction for Ashburton District Tourism. Community Plan performance measures for Ashburton District Tourism are as follows:

- 85% of clients are satisfied with Ashburton District Tourism's overall performance. (2011 – 81%)
- 85% of clients consider the services provided by Ashburton District Tourism add value to their business (2011 – 61%)

6.2.2 Recommendation

That the report be received.

6.2.3 Background

Each year Council carries out a survey of Ashburton District Tourism to ascertain client satisfaction with the services and performance provided. This survey enables Council to monitor performance targets set in the Community Plan 2009-2019. A full report of the 2011 survey results is attached to this report.

6.2.4 Statutory Implications

Not applicable.

6.2.5 Options and Risks Considered

Not applicable.

6.2.6 Strategic Links

The results of the annual client satisfaction survey are used for by Council for the following purposes:

- To monitor performance targets set in the Community Plan 2009-2019 and subsequently in the Annual Plan and which are reported on each year through the Annual Report.
- To inform Council and agency business planning processes and prioritization.

Links to Community Outcomes:

Outcome 1: A thriving and diverse local economy that provides the foundation for a quality lifestyle.

6. DEMOCRACY & COMMUNITY SERVICES

Outcome 2: Natural and developed environments are sustained for the enjoyment of current and future generations.

Outcome 6: A community with access to a variety of cultural, recreational and heritage experiences and facilities that enrich our quality of life.

6.2.7 Consultation

Not applicable.

6.2.8 Financial Implications

Not applicable.

Prepared By
A JENKINS
Policy Advisor

Approved By
G THOMAS
Community Planning Manager

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No	1/3/19
Date	28 July 2011
Report to	Finance and Community Services Committee
From	Policy Advisor
Subject	Grow Mid Canterbury Annual Survey of Clients

6.3 Grow Mid Canterbury Annual Survey of Clients

6.3.1 Summary

The attached report details the results of the 2011 client satisfaction for Grow Mid Canterbury. Community Plan targets for Grow Mid Canterbury performance are as follows:

- 85% of clients consider that Grow Mid Canterbury delivers a quality service to the Ashburton District. (2011 - 100%)
- 85% of clients consider the services provided by Grow Mid Canterbury add value to their business. (2011 - 85%)

6.3.2 Recommendation

That the report be received.

6.3.3 Background

Each year Council carries out a survey of Grow Mid Canterbury to ascertain client satisfaction with the services and performance provided. This survey enables Council to monitor performance targets set in the Community Plan 2009-2019. A full report of the 2011 survey results are attached to this report.

6.3.4 Statutory Implications

Not applicable.

6.3.5 Options and Risks Considered

Not applicable.

6.3.6 Strategic Links

The results of the annual client satisfaction survey are used for by Council for the following purposes:

- To monitor performance targets set in the Community Plan 2009-2019 and subsequently in the Annual Plan and which are reported on each year through the Annual Report.
- To inform Council and agency business planning processes and prioritization.

6. DEMOCRACY & COMMUNITY SERVICES

Community Outcomes:

Outcome 1: A thriving and diverse local economy that provides the foundation for a quality lifestyle.

Outcome 4: A community with access to quality education and lifelong learning.

6.3.7 Consultation

Not applicable.

6.3.8 Financial Implications

Not applicable.

Prepared By
A JENKINS
Policy Advisor

Approved By
G THOMAS
Community Planning Manager

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No	10/4/1
Date	28 July 2011
Report to	Finance and Community Services Committee
From	Policy Advisor
Subject	Elderly Persons Housing Annual Survey of Clients

6.4 Elderly Persons Housing Annual Survey of Clients

6.4.1 Summary

The attached report details the results of the 2011 client satisfaction survey for residents in Ashburton District Council Elderly Person Housing Units.

The Community Plan 2009-19 includes client and resident satisfaction targets for Elderly Persons Housing to assess performance and community expectations. These targets are:

- a. At least 85% of tenants are satisfied that the overall standard of the units is appropriate for Elderly Persons (2011 – 95%)
- b. At least 85% of tenants are satisfied with the service and response they receive from the Council's property department (2011 – 94%)

6.4.2 Recommendation

That the report be received.

6.4.3 Background

Each year Council carries out a survey of Elderly Persons Housing to ascertain client satisfaction with the services and performance provided. This survey enables Council to monitor performance targets set in the Community Plan 2009-2019. A full report of the 2011 survey results are attached to this report.

6.4.4 Statutory Implications

Not applicable.

6.4.5 Options and Risks Considered

Not applicable.

6.4.6 Strategic Links

The results of the annual client satisfaction survey are used for by Council for the following purposes:

- To monitor performance targets set in the Community Plan 2009-2019 and subsequently in the Annual Plan and which are reported on each year through the Annual Report.
- To inform Council and agency business planning processes and prioritization.

6. DEMOCRACY & COMMUNITY SERVICES

Community Outcomes:

Outcome 5: Healthy, active people enjoying a good quality of life in a caring and safe community.

- A caring community that supports the elderly and helps others in need.

6.4.7 Consultation

Not applicable.

6.4.8 Financial Implications

Not applicable.

Prepared By

A JENKINS
Policy Advisor

Approved By

G THOMAS
Community Planning Manager

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No 2/35/1
Date 28 July 2011
Report to Finance and Community Services Committee
From Policy Advisor
Subject Annual NRB Residents Survey

6.5 Annual NRB Residents Survey

6.5.1 Summary

The attached report summarises the results of the 2011 NRB survey of Ashburton District residents.

6.5.2 Recommendation

That the report be received.

6.5.3 Background

Each year the Council commissions an independent survey of Ashburton District residents to ascertain community satisfaction with Council services and performance and to gather information on resident's views on topical issues. This survey enables Council to monitor performance targets set in the Community Plan 2009-2019. A summary report and the full results of the 2011 survey are attached to this report.

6.5.4 Statutory Implications

Not applicable.

6.5.5 Options and Risks Considered

Not applicable.

6.5.6 Strategic Links

The results of the annual resident survey are used for by Council for the following purposes:

- To monitor performance targets set in the Community Plan 2009-2019 and subsequently in the Annual Plan and which are reported on each year through the Annual Report.
- To monitor progress being made to achieve community outcomes and reported through the "Ashburton District State of the Community" report.
- To inform Council business planning processes and prioritization.

6.5.7 Consultation

Not applicable.

6.5.8 Financial Implications

Not applicable.

Prepared By
A JENKINS
Policy Advisor

Approved By
G THOMAS
Community Planning Manager

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No 5/1/8/2
Date 28 July 2011
Report to Finance & Community Services Committee
From Community Services Officer
Subject Road Closure – Methven Big Air

6.6 Road Closure – Methven Big Air

6.6.1 Summary

To recommend the temporary closure of roads in Ashburton, for the purpose of allowing Snow Show Ltd to hold the Methven Big Air.

6.6.2 Recommendation

That the following roads be closed to ordinary vehicular traffic for the purpose of allowing the Snow Show Ltd to hold the Methven Big Air

STATE HIGHWAY 77 (MAIN STREET) from Bank Street to McKerrow Street, Methven from 1.00pm Saturday 27 August to 1.00am Sunday 28 August

FOREST DRIVE from State Highway 77 (Main Street), Methven to McMillan Street from 1.00pm Saturday 27 August to 1.00am Sunday 28 August

METHVEN CHERTSEY ROAD from State Highway 77 (Main Street), Methven to the Medical Centre from 12.00pm noon Saturday 27 August to 1.00am Sunday 28 August

KILWORTH STREET from Mackie Street to Main Street, Methven from 9.00am Monday 22 August to 4.00pm Thursday 1 September

BARKERS ROAD from Mackie Street to Main Street, Methven from 9.00am Monday 22 August to 4.00pm Thursday 1 September

That in the event of adverse weather conditions, the event will be rescheduled to Sunday 28 August 2011.

6.6.3 Background

Snow Show Ltd has applied for a temporary road closure for the purpose of holding the Methven Big Air, for the following roads in Methven:

STATE HIGHWAY 77 (MAIN STREET) from Bank Street to McKerrow Street, Methven from 1.00pm Saturday 27 August to 1.00am Sunday 28 August

FOREST DRIVE from State Highway 77 (Main Street), Methven to McMillan Street from 1.00pm Saturday 27 August to 1.00am Sunday 28 August

METHVEN CHERTSEY ROAD from State Highway 77 (Main Street), Methven to the Medical Centre from 12.00pm noon Saturday 27 August to 1.00am Sunday 28 August

KILWORTH STREET from Mackie Street to Main Street, Methven from 9.00am Monday 22 August to 4.00pm Thursday 1 September

6. DEMOCRACY & COMMUNITY SERVICES

BARKERS ROAD from Mackie Street to Main Street, Methven from 9.00am Monday 22 August to 4.00pm Thursday 1 September

This application must be considered by Council under Paragraph 11(e) of the Tenth Schedule of the Local Government Act 1974, because the length of time the road is required to be closed, exceeds that provided for under the Transport (Vehicular Traffic Road Closure) Regulations 1965, namely no more than 12 hours in any 24 hours period.

Snow Show Ltd has been advised of the conditions of closure as follows:

1. Approval by this committee.
2. Approval by the New Zealand Transport Agency for the closure of State Highway 77. Approval has been granted subject to all other conditions being met.
3. No objections being upheld against the closure in response to the statutory advertisement.
4. Arrangements are to be made for a pre-event and post-event inspection with a representative from the Council's Operations Department. The inspections are to be completed within three days of the event and results of the inspections will be recorded by Council.
5. The road must be reinstated to the condition prior to the event. Any costs incurred by the Council as a result of this event, including maintenance costs or reinstatement costs, will be charged to Snow Show Ltd. Any restoration work required is to be carried out to an arranged programme with Council.
6. Necessary arrangements are made for the tidying and clearing of ALL residual materials from the closed sections of the roads and the disposal of any litter.
7. Snow Show Ltd is required to arrange adequate insurance against its liability to pay damages to any person or entity in respect of any claim on account of damage to property or injury to persons where the damage or injury results from the holding of this event.
8. Provision of a Traffic Management Plan, conforming to the requirements of the New Zealand Transport Agency Code of Practice for Temporary Traffic Management.
9. Snow Show Ltd shall be responsible to ensure that the correct road signs and barricades are in place during the full period of the closure and promptly removed after the conclusion and clearance of the road.
10. Snow Show Ltd is required to provide adequate safety marshals in distinctive clothing for the event.
11. Ensure that a clear access way to the Methven Medical Centre is maintained for emergency vehicles at all times.
12. Ensure that barriers are positioned in the entry point to The Mall on Main St to prevent vehicles from exiting The Mall onto Main St.
13. Snow Show Ltd shall arrange temporary fencing to protect plantings and grassed areas in the central viewing area of the event.
14. Should weather conditions become sufficiently adverse that the road could be damaged as a result of holding the event the organisers shall take the necessary steps to protect the road. This may include delaying or cancelling the event.

6. DEMOCRACY & COMMUNITY SERVICES

6.6.4 Options & Risks Considered

The event has been run in 2002, 2004, 2005 and 2009 and has been managed without incident in the past.

The responsibilities for risk free operation lie with the organisers and all contingencies are covered in the conditions of closure.

6.6.5 Statutory Implications

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

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

6.6.6 CONSULTATION

The proposed road closure has been publicly notified in the Ashburton Guardian on Wednesday 20 July 2011 and the Methven Snowfed on Thursday 21 July 2011 and objections called for by 4.00 pm Wednesday 27 July 2011.

6.6.7 Strategic Links

Not applicable.

6.6.8 Financial Implications

Not applicable.

Prepared By:

J NAYLOR
Community Services Officer

Approved by:

J G ROLLINSON
Manager
Democracy & Community Services

6. DEMOCRACY & COMMUNITY SERVICES

6.7 Community Consultation and Planning – Current Projects

6.7.1 Annual Plan 2011/ 12

The Annual Plan 2011/12 document is due back from the printers. Letters to all submitters have been sent detailing Council decisions regarding points raised.

Councillors and staff have been surveyed on the Annual Plan process with responses to be used to improve the processes for the Long Term Plan.

6.7.2 Aquatic Centre and Indoor Stadium

Work is continuing on various matters regarding the aquatic centre and stadium.

SGL and Architecture HDT have been meeting with user groups to develop a concept design and site master plan. A draft site master plan has been made available to the community via local media and the Council website.

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

6.7.3 Performance Monitoring and Reporting Framework

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

The focus for this project will start to move towards developing the overall performance management framework for the Long Term Plan 2012-22.

6.7.4 Reserve Management Plans

The final reserve management plan for the Tinwald Reserve is included on this agenda with a recommendation to Council that the plan be adopted.

The service provider has begun developing reserve management plans for Rakaia and Methven. Staff will be in contact with these boards to inform them the requirement to have management plans and to discuss the process.

6.7.5 Winchmore Water Scheme

The draft management plan has been received by the Water Services Manager and is being reviewed before being sent to the Medical Officer of Health. Now we have the draft management plan the wider process can be looked at again and a revised timetable drawn up.

6.7.6 Reserve and Hall Boards Workshop

The date for the workshop has been confirmed as Friday 29 July. Invitation letters have been sent to all Boards. The Project Support Officer has followed this up with telephone calls to encourage Boards to attend.

6.7.7 Annual Residents Survey

The annual residents survey, undertaken by the National research Bureau, and a summary report are on this agenda.

6.7.8 Long Term Plan

Work has begun on the Long Term Plan 2012-22. A project timetable has been provided to councillors and staff. The meeting calendar has been updated to include all workshops and meetings required for the development of the LTP. Workshops are continuing with elected members and staff to develop the foundation information for the Plan.

6. DEMOCRACY & COMMUNITY SERVICES

6.7.9 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 has been presented to Councillors at a workshop.

As requested, the draft plan will be presented to the Canterbury Water Management Strategy Ashburton Zone Committee for feedback before being presented to the Environmental Services Committee.

David Askin has been attending regional biodiversity strategy meetings on behalf of Council for the past two years. He now thinks, with the development of a local Biodiversity Action Plan, it is a good time for him to step aside from this role. We would like to thank David for his strong input and interest in this project. Policy advisor Alicia Jenkins will step into this role and she has attended a regional meeting last week. We will be looking to have information on regional initiatives reported back to Council going forward with a view to linking with regional initiatives where appropriate.

6.7.10 Annual Report 2010/ 11

Work has begun on the Annual Report. Policy Advisor Alicia Jenkins will work with the Finance Manager on preparation of the document. A project plan has been developed and provided to relevant staff.

6.7.11 Agency Surveys

The Annual survey of Council's Elderly Persons Housing tenants, Ashburton District Tourism clients and Grow Mid Canterbury clients has been completed and final reports are on this agenda.

6.7.12 Civil Defence Emergency Management Sector Post Review

Emma Threadwell, Project Support Officer, has worked with the Emergency Management Officer to produce a consultation document for the sector post review proposals. Community Planning will provide support functions for the consultation process.

6.8 Library

6.8.1 Issues and Membership

Issues for the month of June showed a clear increase compared with June 2010. Quite a lot of the increase is because of healthy issues in the Children's Library, evidence of many school visits as well as family borrowing. 121 new members were added during June.

The end of year figures are now available. Issue figures show a continued rise, with a total of 338682 issues as against 327189 for last year, an increase of 3.4%. Foot traffic registered 142508 visits compared to 139909 for 2009-2010, and the public were assisted with 10813 reference enquiries. There were 10480 reference enquiries to staff recorded in 2009-2010.

6.8.2 Pay Internet Usage

Statistics have been included this report for use of the pay internet terminals, both for the months of June 2010 and June 2011, and annual totals for the last two years.

Number of 15 minute Timecodes sold at \$2.00	1 June 2010	1 June 2011	July 09 - June 2010	July 10 - June 2011
	7871	638	8030	7657

6. DEMOCRACY & COMMUNITY SERVICES

6.8.3 Children's Library

In June there were visits as usual from the Christian School and from a Hampstead group. A class from Borough School, and the junior classes from Hinds also visited the Library. As the Hinds classes were a large group a lap-top, projector and screen were used to show the pictures while the story was being read. This was the first time this option had been used, and it proved to be very successful and effective in reaching a larger audience.

6.8.4 Displays

Community displays during June comprised an Elder Abuse and Neglect Awareness display by Presbyterian Support and Age Concern, and a promotional display for the Ashburton Society of Arts Annual Exhibition.

6.8.5 Statistics for June 2011

Issues	June 2011	June 2010
Non-fiction	4557	4946
Fiction	5156	5088
Large Print	2951	2864
English Resources	23	12
Rentals	72	75
Young Adult Fiction	1003	840
Young Adult Non-Fiction	157	122
Young Adult Magazines	63	45
Young Adult CD	48	35
Young Adult Talking Book	0	0
Paperbacks	251	359
Magazines	329	385
Adult Audio	91	131
Adult Video	193	271
Junior Fiction	9512	8478
Junior Non-Fiction	2399	2239
Junior Magazines	352	268
Junior Audio	346	316
Junior Video	815	737
Requests	24	18
Stack	88	103
Undefined	105	53
TOTAL	2853	2738
Issue - Year To Date	338682	327189

Memberships	Total at end June 2011	June 2010	Added during June 2011
Adults	8007	7928	78
Young Adults	1047	1037	2
Junior	2686	2817	37
Non-resident	102	99	1

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Other	407	381	3
TOTAL	12249	12262	121
Foot Traffic		June 2011	June 2010
		12292	11449
Year To Date		142508	139909
Reference Enquiries		June 2011	June 2010
-	Adult	757	838
	Children	143	130
	Total	900	968

6.8.6 Annual Issues

Issues	1/07/06-30/06/07	1/07/07-30/06/08	1/07/08-30/06/09	1/07/09-30/06/10	1/07/10-30/06/11
Non-fiction	57240	54362	58517	58946	55025
Fiction	52584	52555	58771	60085	61487
Large Print	27066	25927	30885	32425	34369
English Resources	146	110	220	151	186
Rentals	972	1024	1010	901	797
Young Adult Fiction	10285	10016	11288	11119	12454
Young Adult Non-Fiction	1940	1564	1671	1653	2073
Young Adult CD	60	641	842	750	732
Young Adult Talking Book	0	0	0	0	66
Young Adult Magazines	917	840	878	530	790
Paperbacks	5674	4950	5267	4621	3805
Magazines	5765	5494	5592	5430	4896
Adult Audio	1507	1982	1582	1690	1344
Adult Video	2489	2876	2992	2877	2032
Junior Fiction	99149	93711	92003	100429	112278
Junior Non-Fiction	26618	26248	24266	25978	25996
Junior Magazines	3082	3711	4144	4156	4163
Junior Audio	4735	4144	4034	4110	4099
Junior Video	11015	9977	9687	8600	9318
Requests	182	198	223	184	225
Stack	1280	1118	1201	1356	1360
Undefined	1149	1174	1140	1198	1187
TOTAL	313855	302622	316213	327189	338682

6. DEMOCRACY & COMMUNITY SERVICES

6.9 Parks and Recreation

6.9.1 Ashburton Domain

The pruning of roses has commenced in the rose garden and the arborist has completed the tree work in the Domain. The nursery maintenance continues with the re-potting of plants. The ordering of growing-on lines and bare rooted trees is now taking place.

A 7.5 metre high 'spacenet' has been installed in the Domain playground.

6.9.2 Township Beautification and Sports Grounds

Mount Hutt ski-field volunteers have planted the new roundabout on the road to Methven Primary School. Further work will be undertaken to remove grass from the roundabout.

Two Methven Primary School pupils helped with tidying the Harmony Garden. An offer from Bunnings to provide staff to help in the Harmony Garden has also been accepted and a day for this will be confirmed in the Spring .

The stiles on the Methven walkway have been mended.

General maintenance has taken place in both Methven and Rakaia with trees and bushes being trimmed back around both medical centres.

Road berms in front of the tattoo and antique shops have been cleaned up and replanted. Planting has been completed in the Burnett Street car park and mulching is underway. General maintenance is continuing.

The hedge between the railway corridor and West Street car park has been trimmed.

A hard surface car park has been formed on the north-west side of the Ashburton traffic bridge and a post and chain barrier has been extended down to the river.

The installation of new 'story-telling' playground equipment at Wisteria Place has been completed, with the protective ground work still to be done.

6.9.3 Ashburton Business Estate

Planting of the retention pond has commenced; flax and trees have been planted. There is also ongoing replacement of plants and trees which have not survived and replacement of stakes and covers which have been damaged. Mulching of the beds is ongoing.

6.9.4 Cemeteries

Ashburton Cemetery

June 2010		June 2011	
Interments	3	Interments	9
Ashes	2	Ashes	7

Rural Cemeteries

June 2010		June 2011	
Interments	4	Interments	2
Ashes	1	Ashes	1

6.10 Methven Community Board

A meeting of the Methven Community Board took place on 4 July. There were no matters referred to the Committee for consideration.

J G ROLLINSON

Manager

Democracy & Community Services

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No 1/1/13/1
Date 28 July 2011
Report to Finance & Community Services
From Community Services Officer
Subject Youth Council Minutes –

6.11 Youth Council

Minutes of a meeting of the **Ashburton Youth Council** held on Tuesday, 5 July 2011, in Council Chamber, Ashburton District Council, commencing at 5.30pm.

Present: Alasdair Tarry (Chair), Hailey Beevor, Issy Ferguson, Sara Kircher, Jazz Leonard, Kate Moses, Olivia Quinn, Miller Scott

Also in attendance Cr J Sparks and Community Services Officer.

1 Apologies

George McDonald, William Hodgetts, Sam McLay, Cr Robin Kilworth Sustained

That in the absence of the Chair and Vice Chair, Alasdair Tarry will chair the meeting.
Ferguson/ Quinn Carried

2 Confirmation of Minutes

That the minutes of the Ashburton Youth Council meeting held on Tuesday 3 May 2011, be taken as read and confirmed.
Leonard /Beevor Carried

3 Matters Arising

Facebook

The new Facebook page is going well but could reach more people if it was set up as a profile.

That Alasdair changes the Youth Council Facebook page to a profile.
Tarry/Ferguson Carried

4 Arm Wrestling Competition

Kate Moses advised that due to the departure of the Base coordinator the opening of Base has been delayed which has therefore delayed the Arm Wrestling competition. Base is re-advertising the position and visualizes opening early August. The Youth Council has been unable to confirm any celebrities for the event at this stage but will continue to investigate. A new date will be proposed at the next meeting.

5 Wearable Arts

Planning will begin at the next meeting. Members are to bring ideas to the next meeting regarding promotion, categories, judges, venue and sponsorship.

6 National Youth Forum on Cultural Diversity

The National Youth Forum on Cultural Diversity is to be held in Hamilton from 20 – 22 August. To date, Alasdair Tarry has expressed an interest in attending. The Youth Council agreed that two representatives should attend. Expressions of interest should be forwarded to CSO and a decision will be confirmed at the next meeting.

That Alasdair Tarry and one other representative attend the 2011 Cultural Diversity

6. DEMOCRACY & COMMUNITY SERVICES

Forum in Hamilton from 20 – 22 August.

Moses/Leonard

Carried

Olivia Quinn left the meeting at 6:10pm.

Kate Moses left the meeting at 6:20pm.

7 General Business

- Sara Kircher will bring a visiting Japanese student to the next meeting.
- Base requires support for their working bees.
- SHOOT will be considered again for Youth Week 2012.
- Members expressed interest in hoodys or vests again.

8 Next Meeting

The next meeting of the Ashburton Youth Council will be held on Tuesday 2 August 2011, in Council Chamber commencing at 5:30pm.

The meeting closed at 6.35 pm.

6. DEMOCRACY & COMMUNITY SERVICES

Ashburton District Council Report

File No 7/16
Date 28 July 2011
Report to Finance & Community Services
From Community Services Officer
Subject Ashburton Hakatere River Trail Committee (*Unconfirmed Minutes*)

6.12 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 7 July 2011 commencing at 5.18 pm.

Present Kelvin Holmes, (Chair), Alasdair Cleland, Colin Crossen, Kaylene Donaldson, Dave Maharey, Dell Phillips, Ron Shaw, Roger West, Nugget Wilson.

Also in attendance: Jo Naylor (minutes).

Apologies For absence: David Askin, Norm Catlow, Cr Donna Favel, Ian Knight, Cr Jac Sparks, Debbie Woods.

Crossen/Maharey Carried

Confirmation of Minutes

That the minutes of the Ashburton River Walkway Management Committee meeting held on 9 June 2011, be taken as read and confirmed.

Crossen/Phillips

Carried

1 Matters Arising

Nil

2 Hakatere

The next step is to complete seating and signage. Would be beneficial to have an arrow to direct users to the track.

Hakatere residents will remove the old sign in preparation for the new one.

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

Five Star Beef have shingled the track from Croys Rd to Hakatere and have prepared the track to Gibsons Rd.

4 Gibsons Rd - Wakanui School Rd (Harrier Club)

The track is in excellent condition and is receiving positive feedback.

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

Will investigate options to widen the top of the stop bank to walk along.

A small gate has been put in beside the larger gate on Bob Girvan's property.

6 Pylon –Trevors Rd (Ashburton Lions Club)

There are some pot holes which require filling. If there is shingle left over from Five Star Beef, this could be used. Alternatively, will investigate if maintenance funding can be used, or whether a grant can be applied for.

6. DEMOCRACY & COMMUNITY SERVICES

7 Signs

The walkway signs have not yet been completed.

NZTA has approved signage on SH1 (opposite Turton memorial) and SH77 (at corner of Melrose Rd).

8 Barriers

The barriers between River Rd and Gibsons Rd need to be fixed again. Only one is locking now.

Alasdair Cleland attended the meeting at 5.33pm.

9 Motorbikes

4WD's have been accessing the motorbike track. Locks have been broken and measures have been taken to deter any further access.

Further work and track maintenance will be completed in spring.

Some blocks on the track may still be too far apart. Some motorbikes are still accessing the track.

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

Some fences between the bridge and Melrose Rd are not stock proof. A digger has done some work and Tim Harris will put in some gates and fix some fences.

It was noted that maintenance work on Melrose Rd has started.

The club is putting in another structure and having a working bee. Some crusher dust has been put down, but they will spread some more.

Will look into more signage near the rifle range. The rifle club will put up a red flag when live firing.

A loop track behind Fulton Hogan has been developed with some additional challenges for mountain bikers. Fulton Hogan will shingle it at no charge.

11 Dog Park

A public meeting was held on 30 June and a small group have begun working on the development of the dog park.

12 South Side

It was noted that cattle have accessed the track and created mess.

13 Other discussions

The carpark and driveway opposite the Turton memorial and under the bridge has been developed.

David Maharey will give keys to St John and the Fire Brigade so that they can access the river in emergency situations.

ECan may spray the entire track again.

14 Next Meeting

The next meeting will be held on Thursday 25 August 2011 at, 5:15pm in Council Chambers.

The meeting closed at 5.50pm.

7. FINANCE

Ashburton District Council Report

File No 3/5/1
Date 28 July 2011
Report to Finance and Community Services Committee
From Finance Manager
Subject Carry-over of Funds from 2010-11 to 2011-12

7.1 Carry-over of Funds from 2010-11 Budget to 2011-12

7.1.1 Summary

To request the carry-over of funds to complete projects in the 2010/11 year that were budgeted for, and either not started or completed, in the 2009/10 financial year.

7.1.2 Recommendation

That the projects identified be completed in the 2011-12 financial year, and that the funds identified be carried forward.

7.1.3 Background

A number of projects budgeted for 2010-11 were not started, or not completed as at 30 June 2011. The projects are listed below along with their status and the amount requested to be carried over into the 2011-12 financial year.

Ledger Code	Project	Original Budget	Carry Forward Request	Comments
Parks				
	Bird aviary	\$35,000	\$35,000	Forecast completion 31/12/11
	Upgrade of paddling pool toilets	\$35,000	\$35,000	Forecast completion 31/10/11
	Ashburton cemetery	\$51,500	\$33,750	Forecast Completion 30/06/12
	Domain driveway/ carpark	\$50,000	\$50,000	Forecast completion 30/06/12
	Ashburton River Trail	\$25,000	\$25,000	Forecast Completion 31/10/11
	Park name signs <i>(uncommitted project)</i>	\$15,000	\$15,000	Forecast completion 30/06/12
IS	Implementing System Centre Configuration	\$13,000	\$13,000	Not done last year because the new

7. FINANCE

	Manager (SCCM) that allows monitoring and management of the newly built Business Continuity Computer Infrastructure			infrastructure needed to be built first
Community Services				
275 30101	Biodiversity	\$30,000	\$30,000	Focus has been on preparing a Biodiversity Action Plan. Funding will be required for implementation projects
215 30308	Social Wellbeing Strategy	\$15,000	\$3,000	Printing of Over 60s Directory
215 30308	Hinds and Mayfield Community Strategies	\$15,000	\$7,500	Hinds Community Strategy – Mayfield to be reprogrammed for 2012/13
282 30308	Active Ashburton	\$15,000	\$4,000	Rakaia Sports Hub

7.1.4 Options and Risks Considered

It is staff's view that the projects are still relevant and necessary.

7.1.5 Statutory Implications

There are no statutory implications.

7.1.6 Consultation

The above projects were all consulted on as part of the 2009/10 Community Plan or 2010/11 Annual Plan.

7.1.7 Strategic Link

These items were contained in the Council's 2009/10 Community Plan or the 2010/11 Annual Plan.

7.1.8 Financial

There are no financial implications. The funds were available as part of earlier budgets.

Prepared By:

P L BRAKE
Finance Manager

Approved By:

B LESTER
Chief Executive

7. FINANCE

7.2 Finance

7.2.1 Refinancing of 2007 Works Loan

The 2007 works loan of \$3,368,000 matured on 15 July 2011. This was a three year bond that was at an interest rate of 8.15%.

This loan has been refinanced (increased to \$3.5 million to fund further North East business estate expenses), for a further three years at an interest rate of 5.62% (being 125 bps over the swap mid rate). The 2011/12 budget has assumed an interest rate of 6% for this renewal so the saving over the budget is approximately \$13,000 in the first year.

7.2.2 Bank Tender

Three banks have been invited to tender for the supply of transactional banking services to Council. It is almost nine years since this was last tendered. Tenders close 29 July 2011. Once these tenders are evaluated and finalized, a report on possible credit card transactions will be prepared for the next Finance & Community Services meeting.

7.2.3 Annual Report 30 June 2011

Work has commenced on the preparation of Council's 30 June 2011 Annual Report. It is intended that a draft Annual Report be completed by 9 September and the audited report will be adopted by Council on 27 October 2011.

7.2.4 Long Term Plan

Work continues on the preparation of the Long Term Plan. New financial reporting regulations have been promulgated and will affect the preparation of the 2012/11 LTP. In particular these regulations require mandatory disclosure of certain items (rates, development contributions, financial contributions, subsidies and grants, the value of investments in Council controlled entities and depreciation and amortization for each group of activities). Council has been disclosing much of this information already.

The regulations also imposes a format for the funding impact statement, which is now required for each group of activities as well as Council as a whole. This new disclosure presents some challenge in how it will be prepared and reconciled with the rest of Council's information. The aims of the regulations were to improve ability to compare Councils and to clarify funding. It remains to be seen whether the changes will achieve either of these aims.

7.3 Forestry

7.3.1 Sales and Harvesting – Forest Summary *Period: 1/6/2011 to 30/6/2011*

Products	Quantity Units	Net Value
Domestic Logs	1632.61 tonnes	\$56,343.24
Export Logs	2037.349 JAS	\$52,609.81
Total	3669.959	\$108,953.05

Harvesting of the large Westerfield plantation that was affected by wind damage in June has now been clearfelled. The harvesting contractor then moved to an adjacent small plantation on Hackthorne Road that has now also been completed. Currently the logging crew is clearfelling a young Radiata Pine stand near Hinds that has been affected by some wind damage. This plantation should be completed early August.

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Following this job the logging crew will complete 6 to 7 weeks work for Rayonier NZ in North Canterbury.

Export log prices for July have now dropped by approximately 36% from their peak in March. The fall in price is due to high inventory levels in China, increases in ocean freight and a weakening US dollar.

7.3.1 Planting 2011

Planting commenced at the end of June and should be completed early August. The programme includes many of the plantations affected by wind damage last year. The contract for this year's planting was awarded to Kircher Forestry with trees being supplied by Oregon Nurseries near Oamaru and Rangiora Nurseries.

Planting 2011

No.	Name	Area (ha)	Trees
71	Lismore-Mayfield Rd, Mayfield	22.1	27625
75	Frasers Rd, Westerfield	33.8	42250
82	McConnells Rd, Ealing	13.7	17125
87	Anama Station Rd, Mt Somers	11.6	14500
88	Anama School & Blairs Rd, Mayfield	5.2	3375
102	Hackthorne Rd, Westerfield	7.8	9750
113	Tanks Rd & Maronan Valetta Rd, Westerfield	1.0	1250
Total		95.2	115875

7.4 Property

7.4.1 Tinwald Hall

Work will soon be undertaken to repair the ceiling in the main hall which was damaged by water ingress. Repairs to the roof appear to have been successful so the interior repairs will now be undertaken.

7.4.2 Domain Offices

Work on a minor internal rearrangement is underway and will be completed over the next two to three weeks.

7.4.3 Methven Medical Centre

A take-over inspection revealed a number of defects and these have been forwarded to the contractor for attention.

7.4.4 Balmoral Hall

A number of cracked roofing tiles have been replaced, the roof has been moss treated, flashings have been repaired and a quote for new roof guttering and down pipes has been accepted. When these repairs are tested we will, depending on the effectiveness of the repairs consider some work in the toilet areas.

7.4.5 Art Gallery/Heritage Centre

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This project is being priced by four contractors. Initially three contractors - Bradford Building, Calder Stewart and Naylor Love, were asked to price the work. However, it was discovered on Thursday 21 July, that a fourth firm, Henderson Building 2006 Limited of Timaru, had registered via email on 12 July.

The email had been diverted from the Architect's inbox and was not found until 21 July. A check of this firm confirmed its capabilities and consequently they have been invited to price the project. Tenders close 9 August at 4:00pm with the Architect.

7.4.6 West Street Houses

Tenders for either sale and removal or demolition close on 26 July.

7.4.7 Elderly Persons Housing

Tenders for the refurbishment of three units close on 2 August.

7.4.8 Earthquake Repairs

Work has been completed on repairing plaster/mortar cracks in the stairwell of the Administration building. The ACL office block has also been repaired but some further work (not undertaken in order to provide Engineer access to "bond beam") is still to be done. The damage was superficial only.

7.4.9 Hakatere

The re-roof of the old dressing sheds will get underway shortly. New signs defining camping areas have been erected.

7.4.10 Lake Clearwater

The removal of one judder bar and the re-shaping of one of the access ways have been completed. This work was undertaken to stop water entering properties.

P L BRAKE
Finance Manager