



Ashburton District Council

AGENDA

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

Date: Thursday 21 June 2007

Time: 1.30 pm

Venue: Council Chamber
5 Baring Square West
Ashburton

B LESTER
Chief Executive

MEMBERS:

Cr K L Holmes (Chairman)
Cr N A Brown
Cr R C Beavan
Cr D Glass
Cr R J Kilworth
Cr D N Nelson
Cr P W Reveley
Cr M J Urquhart
Mayor M B O'Malley (ex officio)

AGENDA

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BUSINESS TRANSACTED WITH THE PUBLIC EXCLUDED

14	Confirmation of minutes – 29/03/07	19
	• Property Matters Section 7(2)(h) Commercial activities	

15 June 2007

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 10/16
DATE: 21 June 2007
REPORT TO: Finance and Corporate Services Committee
FROM: Property Manager
SUBJECT: Company Road Legalisation

5. COMPANY ROAD LEGALISATION

5.1 SUMMARY

To consider legalising that portion of Company Road from the turn into the PPCS plant to Fairfield Road. **Page 6**

5.2 RECOMMENDATION TO COUNCIL

“That Council resolves, pursuant to Section 114 of the Public Works Act, that the land shown as B, C, D and E on plan SO 19588 be declared as road.”

5.3 BACKGROUND

In 1995, Council was approached by the Surveyors acting for PPCS (at that time CFM) seeking the closure of part of Company and Works Roads which traversed the meat processing plant at Fairton. The request was supported by an offer to release the land shown B, C, D and E on plan SO 19588 (copy attached) to Council for road. PPCS contributed towards the development of the extension of Company Road over the subject land and since about 1998 the land has been used as road, although it has never been legalised nor had the Company formally agree to the release of the land.

PPCS Ltd have now formally agreed to release the subject land and the way is now clear for the legalisation to be undertaken.

The closure of parts of Works and Company Roads was effected following the Environment Court decision of 1 March 2000.

5.4 OPTIONS

Maintain the status quo which would leave the road formation on private land.

5.5 STATUTORY IMPLICATIONS

The process to be followed is as set out in Section 114 of the Public Works Act.

5.6 CONSULTATION

As the proposal is formalising an existing situation no consultation is required. At the time the road closures were proposed the publicly notified plans showed the Company Road extension and whilst objections to the closures were received these did not relate to the extension of Company Road. The Environment Court found that the procedures followed at that time were correct.

5.7 STRATEGIC LINKS

Maintain an existing roading pattern.

5.8 FINANCIAL

Legalisation will render this section of road eligible for maintenance subsidies.

J M ROONEY

Property Manager

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 3/7/4/1
DATE: 10 May 2007
REPORT TO: Finance and Corporate Services Committee
FROM: Corporate Services Manager
SUBJECT: Mt Somers Musterers Hut

6. MOUNT SOMERS MUSTERERS HUT

6.1 SUMMARY

The Mount Somers District Citizens Association has asked for the authority to use grant monies for an alternative scheme.

6.2 RECOMMENDATION

“That the Mt Somers District Citizens Association be authorised to apply the \$2,500 grant towards relocation of the Musterers Hut on the Mt Somers Domain.”

6.3 BACKGROUND

In the 2006 grants round the Mt Somers District Citizens Association was granted \$2,500 to relocate the Mt Somers Musterers Hut onto McClimont Green. Subsequently, there has been considerable opposition to the suitability of McClimont Green as a location. A local decision has been made to place it instead on the Mt Somers Domain and the Citizens Association, the Mt Somers Domain Board and the Mt Somers Historic Society are working collaboratively to achieve this. The Mt Somers District Citizens Association wish to apply the grant monies to this very similar project.

6.4 OPTIONS

1. Agree to apply the grant monies to the project notwithstanding that it is in respect of a different site. The object of the exercise is to relocate the Musterers Hut to a suitable location. There is little difference between the two locations in terms of public access and ease of maintenance.
2. Decline the request. The project would probably still proceed but funds would have to be found elsewhere.

6.5 STATUTORY IMPLICATIONS

Not applicable.

6.6 CONSULTATION

The matter has been strongly debated in Mt Somers eventually being resolved by a form of local referendum. No other consultation is necessary.

6.7 STRATEGIC LINKS

Funding is provided through Council's grants scheme which is part of its community development and well-being activity.

6.8 FINANCIAL

There are no financial implications.

J G ROLLINSON

Corporate Services Manager

Activity Reports

7. Finance

7.1 Financial Reports

Attached

8. Forestry

The District Forester reports:

8.1 Sales and Harvesting

SALES INFORMATION REPORT - FOREST SUMMARY *Period: 1/5/2007 to 31/5/2007*

Products	Quantity	Net Value
KA EXPORT	152.685 JAS	\$5,414.21
KI EXPORT	394.348 JAS	\$10,244.08
KIS Export (Small Industrial)	134.336 JAS	\$856.95
KS EXPORT	1265.728 JAS	\$31,388.89
<i>Unit Total</i>	<i>1947.097 JAS</i>	<i>\$47,904.12</i>
D.FIR FIREWOOD LOGS	13.800 tonnes	\$182.57
KS EXPORT	41.600 tonnes	\$1,360.32
OTHER firewood	10.100 tonnes	\$133.62
PRAD chip (LED<55cm)	864.580 tonnes	\$724.02
PRAD firewood	133.100 tonnes	\$110.47
PRAD M18 SRS	324.370 tonnes	\$9,435.42
PRAD sawlogs S-grade	301.480 tonnes	\$12,625.55
S22 RADIATA SAWLOG	273.700 tonnes	\$9,569.97
S30 RADIATA SAWLOG	756.400 tonnes	\$40,527.69
SMALLWOOD	108.040 tonnes	\$3,327.89
<i>Unit Total</i>	<i>2827.170 tonnes</i>	<i>\$77,997.53</i>
Forest Total		\$125,901.65

The log uplift summary above is for the month of May and includes log uplift from Simpsons Road, Westerfield School Road and Barford Road. The Phil Russell logging crew completed the Simpsons Road plantation midway through May and moved to the next scheduled plantation Barford Road. Reconciliations of log uplift from the Simpsons Road plantation indicate total volume uplifted was within 2% of budget and the value realised from the block is 25% ahead of budget. It is expected that Phil Russell will complete the Barford Road plantation during August.

The plantation being harvested at the Westerfield School Road is part of the log sale with Blakely Pacific. The sale was initiated following the lift in export log prices and the identification of a number of plantations requiring harvesting due to various reasons. Following the start of logging operations export log prices have declined due to a dramatic increase in shipping rates (40-50%) and the strengthening of \$NZ. When harvesting is completed at Westerfield School Rd log prices will be reviewed and harvesting will be suspended if prices are too low.

A public firewood day was held on 9 June at the Simpsons Road plantation. These days allow the public to cut firewood from plantations that have recently been harvested for a nominal charge. Although only 10 vehicles attended positive feedback was received therefore the Forester may soon hold another firewood day to allow more people to attend.

9. Library

The District Librarian reports:

9.1 Issues and Membership

Rather a disappointing issue figure for the month, possibly because of the warmest May for many years cutting into people's usually available reading time. However, 109 new memberships is a good result, and foot traffic and reference enquiry figures were healthy too.

9.2 Canterbury Library Managers' Regional Meeting

On 24 May, library managers from five Canterbury districts gathered at Ashburton to discuss areas in which collaboration and partnerships between us could be developed. After discussing those initiatives already existing between libraries, and which could be extended, we identified areas where more collaboration would be beneficial. Training, staff exchanges on a practical level, promotional programmes and events, loans of material, digitalisation projects and the development of plans and policies were suggested.

Partnerships between libraries and other organisations in the community were also discussed, particularly within the GLAM (galleries, libraries, archives and museums) sector.

9.3 Displays

Two well-attended sessions were held in the library by sign language tutor Carol Smith, to mark the recognition of signing for the deaf as an official language in New Zealand. Other displays were from NZ Coastguards, Wheels Week, Youth Week, and latterly a celebration of 20 years of a nuclear free New Zealand.

9.4 New Collection

At the end of May we introduced a collection of music CDs in the Young Adult area. This was timed to coincide with Youth Week and they are issuing well.

9.5 Statistics for May 2007

Issues	May 2007	May 2006
Non-fiction	5329	5497
Fiction	4479	4529
Large Print	2339	2191
English Resources	9	19
Rentals	64	79
Young Adult Fiction	839	939
Young Adult Non-Fiction	125	235
Young Adult CD	26	0
Young Adult Magazines	38	53
Paperbacks	443	609
Magazines	529	579
Adult Audio	134	137
Adult Video	210	224
Junior Fiction	7796	9075
Junior Non-Fiction	2253	2788

Junior Magazines	249	255
Junior Audio	404	532
Junior Video	793	1054
Requests	21	17
Stack	133	101
Undefined	101	2
TOTAL	26314	28915
Issue - Year To Date	289773	281407

<u>Memberships</u>	Total at end May 2007	May 2006	Added during May 2007
Adults	8071	8247	51
Young Adults	1103	1149	4
Junior	2917	2980	46
Non-resident	94	89	1
Other	405	404	7
TOTAL	12590	12869	109

<u>Foot Traffic</u>	May 2007	May 2006
	12261	12675

<u>Reference Enquiries</u>	May 2007	May 2006
Adult	777	549
Children	135	184
Total	912	733

10. Property

The Property Manager reports:

10.1 Rifle Range Relocation

The consent hearing has been completed and the decision of the Commissioner is awaited.

10.2 Airport

We have received requests for additional hangar sites and as a consequence a meeting with the Consultants who are involved in the long term planning was arranged. The outcome of this was that new sites can be allocated off Seafield Road without compromising the long term development strategy. I have arranged for the surveyor to delineate the sites and am awaiting his plan before formalising the leases.

The surveyor is also working on the proposed new thresholds for runways and when received this information will be made available to the consultants to be incorporated into the long term planning proposal.

10.3 Albert Street

The subdivision plans have been lodged.

10.4 Solar Street Light

This has now been installed at Dorie. I will, along with the Roading and Street Services Manager, monitor performance. I have also received approaches from alternative suppliers now and will be considering these should it be determined that the system is viable.

10.5 Art Gallery Museum

The revised brief has been completed after input from experts employed by both the Gallery and Museum.

10.6 Argyle Park/Museum

The renovations have been completed (except for some minor carpentry which is in hand).

10.7 Rakaia Medical Centre Addition

Working drawings have been completed to provide for overnight accommodation and increased storage. A building consent will be obtained prior to tenders being called.

10.8 Administration Building

A structural and services evaluation has been commissioned and the reports are due at the end June.

A recent test run of the standby generator failed due to a flat battery. This was immediately rectified and a subsequent "on load" test was successful. The generator is run "off line" every month with "on load" tests undertaken at three monthly intervals.

10.9 ACL Workshop

Work is almost complete and the final inspection has been arranged for 25 June. The building is operational and is working to expectations. Final costs are awaited. Indications are that the project will be completed below budget including variations (5) approved. The variations of note are:

1. The pit layout was revised to provide for installation of rollers for WOF work (\$7,663).
2. The original documents did not provide for sealing of concrete floors. This was approved to prevent petroleum products damaging floors (\$5,976).
3. The old bi-fold doors were replaced with new as, on removal, mechanisms were found to be worn and reaching the end of economic life (\$7,812).
- 4 & 5 The electrical switchboard was repaired as it had sustained earlier unknown water damage (\$1406).

These variations were able to be handled within the contingency allowance of \$27,541.55.

10.10 Information Board

I have been working with Pakeke Lions to complete the consent application which will be submitted before 30 June 2007.

11. Miscellaneous Matters

11.1 Mail Management

Mail management report as at 15 June 2007

Group	Total Received	Total Completed	Completed within Time	Completed Overdue	Total Uncomplete	Pending	Overdue
Mail Management	2174	2087	1325 (63.5%)	762 (36.5%)	87	38 (43.7%)	49 (56.3%)

11.2 Council Seal

Under authority, since last meeting —

- **Lease Documents**
 - Memorandum of Lease – Coldstream Dairy Ltd
 - Deed of Lease – Hut Site 100(B) Lake Clearwater – D & M Harrison
 - Deed of Lease – Hut Site 115(B) Lake Clearwater - Smitheram & Park
 - Deed of Lease - Cnr Park & Burnett Streets – RJH & AM Conway to ADC
- **Transfer Instruments**
 - Easement – Tenahaun Station – Wright (2)
 - Bryant Street – Robert McCormick Family Trust to Gary McCormick Transport
- **Covenant**
 - Subdivision – Harborough Holdings, Burnett Street
 - Subdivision Boundary Adjustment – CWM & D Shannon
- **Easements**
 - Surrender of Easement Subdivision – Racecourse Road, Methven
- **Licence to Occupy**
 - Reserve 2804 – Siberia Farm Partnership
- **Grant for public right of way and level crossing**
 - NZ Railways / ADC

11.3 Minor Applications

- Mt Hutt College A Netball Team – Raffle, Methven – 8 June 2007 - 9.30 am – 4.00 pm
- World Vision – Street Appeal, Ashburton - 8 June 2007 -
- Alzheimers Society – Street Appeal, Methven - 26 July 2007 -

11.4 Letters of Thanks

- St David's Union Church – for Community Award and financial assistance
- Mt Somers Indoor Bowling Club – for financial grant
- Rakaia War Memorial Community Centre – for support given for completion of new floor
- Dunedin City Museums Project Development Manager – for ADC's Property Manager's assistance and liaison with Ashburton Art Gallery re their future space and design requirements

11.5 Methven Community Board

A meeting of the Methven Community Board was held on Monday 28 May and no matters were referred to this Committee for consideration.

12. Information Systems

The Information Systems Manager reports:

12.1 Summary

Work is continuing with Technology One to realise the full benefits of the Financial and Property programme. New requirements for the exchange of information with external agencies are being implemented and new demands for services within the Council are being explored. The web site is reducing the time spent providing information and the cost of producing documents. Staff are making use of the capability to work from home using a Council laptop and an Internet connection. Maps, aerial photographs and property information will be available on the Internet by the end of June along with the RAPID address book.

12.2 Technology One

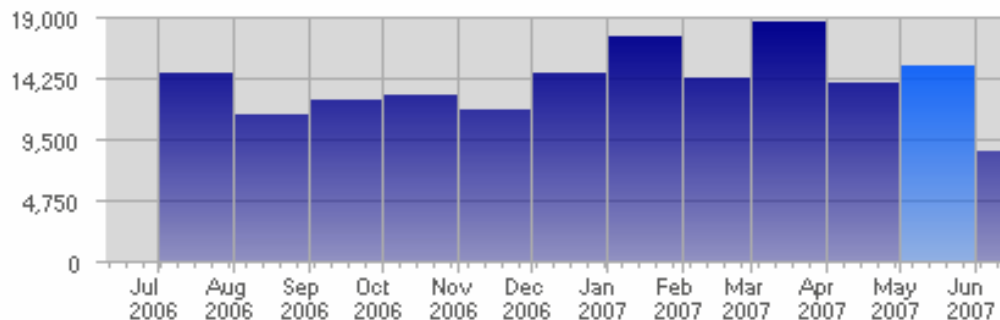
Technology One is providing consultancy on the exporting of information to other agencies. The Ministry of Justice is moving to a system for filing infringements electronically for dogs, parking and litter. The Department of Internal Affairs is collecting information for the National Dog Database. A project to allow the entering of budget information directly into the Financial programme is being investigated.

A review of the resource consent module is underway and a prototype is being developed in house. Technology One is being asked to provide consultancy services during the final stage of this upgrade and also to provide training for new staff.

12.3 Ashburton District Council Web Site

The Council web site continues to attract visitors and hundreds of copies of the draft annual plan and annual report have been downloaded, which has saved time and expense for the council and staff.

May 2007 ADC web Statistics:



Uniquely identified viewers in May: 15,211

Highest single day visits Wednesday 9 May 2007: 587

	May	
Visits from uniquely identified clients	15,211	
Top 10 pages viewed	Notices	2,424
	Vacancies	589
	Searches	510
	Contact Us	368
	Cemeteries	355
	Ratepayer Groups	291
	Recycling	915
	Draft Annual Plan	270
	Rating Information	250
	Tenders	243
Top 10 documents downloaded	Draft Annual Plan	438
	Annual Report 2006	236
	Physical Activity Strategy	208
	Community Agencies Directory	172
	Annual Report 2003	128
	Ashburton Borough Council Records	126
	NE Bus Park Landscape Assessment	112
	Job Application Forms	106
	Ashburton County Council Records	97
	District Diary Rates Information pages	95

12.4 GIS

Maps and aerial photographs of Ashburton District will be available for the public using the Internet by the end of June. Rating and property information will be available, with other information being added as required. This project was delayed due to a hardware failure during testing. The upgrade to the Internet connection to the council should allow performance to be limited only by the customers' own connection speed.

12.5 Network Security

More staff have been taking advantage of the remote access that allows working from home.

Average Per Day	Apr-07	May-07
Emails Sent	102	138
Emails Received	711	591
Virus/Spam Emails	479	441
Virus/Spam Emails %	67%	75%
Hacker attacks/month	112	170
Computer Availability	99.99%	99.99%

12.6 *Ashburton Information Management Strategy (AIMS) Project*

The proposed classification system for filing paper and electronic records has been amended to cater for the new Council functional structure. A prototype electronic filing system is being developed for Public Health which will form the template for other departments. This will then lead to a more structured approach to the management of information, in all forms, in the council.

12.7 *RAPID Address Book*

The Rural Address book is in the final stage of checking and will be available to the public by the end of June.

12.8 *Staff*

The position of Information Systems Officer has been advertised. The position has become vacant with the appointment of Vladimir Svetlovsky to the Operations Division.

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 1/1/13/1
DATE: 21 June 2007
REPORT TO: Finance & Corporate Services Committee
FROM: Administration Officer
SUBJECT: Youth Council

13. YOUTH COUNCIL MEETING

MINUTES of a meeting of the **ASHBURTON YOUTH COUNCIL** held on Monday, 11 June 2007, in the Council Chambers, Ashburton District Council, commencing at 7.02 pm.

PRESENT: E Sole (Co-Chair), E Gerard (Co-Chair), G Robertson and S Bourke
Also in attendance, Cr Kilworth, Cr Beavan, T McKenzie (District Truancy Service) and the Administration Officer.

APOLOGIES: E Neil, T Obafemi, C O'Brien, D Paul **Sustained**

Minutes

“That the minutes of the Ashburton Youth Council held on Monday, 7 May 2007, be taken as read and confirmed.”

Sole / Robertson **Carried**

Correspondence

Community Restorative Garden

Members discussed the Ashburton Safer Community Council's Community Restorative Garden proposal and agreed to offer their support to it. Libby Gerard volunteered to be the Youth Council's representative on the Safer Community Council's working group.

Matters for Discussion

“Talk it Up”

The combined Youth Council and Youth Health Centre forum “Talk it Up” on 21 May was deemed very successful, with a pleasing turnout of 58 young people. Letters of thanks will be sent to all businesses that supported “Talk it Up” as soon as possible. Members will also investigate the possibility of running a follow up story to “Talk it Up” in the Ashburton Guardian. The Administration Officer will circulate copies of feedback received from “Talk it Up” to members.

Youth Council Membership

A large number of people at the forum expressed an interest in learning more about the Youth Council. Georgia Robertson will draft a letter to those people asking if they would like to attend the next Youth Council meeting on June 25.

General Business

Tash McKenzie from the District Truancy Service was welcomed to the meeting and explained her role at the Service. Members were keen to see how the Youth Council could help the Service.

Members will collect posters from Ms McKenzie to place around Ashburton College to positively promote education.

Members will also speak with the College Principal in regards to possible improvements to the 'buddy' and peer support systems currently being run at the school in order to offer further support to students. Members believe it is important for the Youth Council to help young people not just by organizing social events but by helping with problems such as truancy.

It is with regret the Youth Council accepted the resignation of Ellen Sole. Ellen has been a valuable member of the Youth Council for the past two years and will be greatly missed.

Next Meeting

The next meeting of the Ashburton Youth Council will be held on **Monday 28 June, 2007**, in the Council Chambers commencing at 7.00 pm.

The meeting concluded at 8.02 pm.