



# Ashburton District Council

## AGENDA

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

**Date:** Thursday 10 May 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)

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# AGENDA

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4 May 2007

## ASHBURTON DISTRICT COUNCIL REPORT

**FILE NO:** 1/3/7 3/13/1  
**DATE:** 10 May 2007  
**REPORT TO:** Finance and Corporate Services Committee  
**FROM:** Finance Manager  
**SUBJECT:** Rates Postponement

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### 5. RATES POSTPONEMENT

#### 5.1 SUMMARY

The rates postponement consortium (of which Council is a member) is considering expanding the scheme to assist the elderly with their power (or energy) bills as well as their rates and is seeking this Council's view on whether Ashburton District Council would participate in such a proposal.

#### 5.2 RECOMMENDATION

“That Council supports in principal expanding the rates postponement scheme to include energy costs, and supports further investigation to this effect.”

#### 5.3 BACKGROUND

In June 2006, Council adopted a rates postponement policy (as part of the LTCCP) that allowed the option of postponing rates against home equity, subject to some conditions and criteria.

As part of being able to offer this postponement scheme, Council joined a consortium of several other councils that had investigated the legality of such a scheme and had prepared all the necessary paperwork and processes required to administer such a scheme.

The consortium is considering expanding the rate postponement scheme to include an option to postpone electricity costs.

The consortium was set up to deal with cases of severe hardship, where property prices had increased dramatically on family homes and the rates on these properties had become an extreme burden.

Another significant cost that the elderly face is electricity costs. There is a lot of anecdotal evidence that older people over-economise on the use of electricity, which can become a very real health risk. There is more than a perception that electricity costs are expensive, and people on fixed incomes find it very difficult to afford the energy they need to maintain a healthy lifestyle.

The suggested process would involve Council itself acting as an intermediary, purchasing and on selling energy. Councils would not want to do this if it was solely an intermediation activity. Instead, they would want their involvement to add value. One possibility is to reach agreement with an energy supplier or suppliers on a fixed annual cost for energy (akin to the practice that a number of retirement villages currently follow). This would require the supplier to have a good understanding of the parameters governing usage so that it could fix the price with a degree of confidence.

Ideally the consortium (through the Council) would like to see an arrangement such as this also include a focus on energy efficiency - optimal use of energy from the perspective of providing a healthy living environment for older people.

The consortium has approached one major power company which has been very positive in its response. They suggested that part of the process would be for them to provide free energy audits, advice on cost effective heating, insulation, and energy efficient lighting. The company also considered the concept of fixing the price of energy for the year as manageable. This company was happy to consider the opportunity further.

Under such an arrangement Council would strike a rate for the fixed annual power charge and then postpone it along with the rates. There are some issues relating to whether there is a need to amend the LTCCP to strike a new rate and whether the postponement policy itself would need amending. The consortium has already obtained some preliminary legal views on this issue.

The purpose of this report is to gauge whether there is any support for this proposal and if so further investigations will be undertaken.

The advantages of such a scheme are:

- Further assistance to those struggling with rate and power payments (at rates far cheaper than external negative equity market providers, whilst providing the safeguards currently in the rates only postponement facility currently offered)
- A means to ensure those requesting to be part of this scheme can and do obtain an energy audit to ensure their energy use is efficient.
- Council promotes the achievement of Outcome 5 in its LTCCP - “Healthy active people enjoying a good quality of life in a caring and safe community”

Disadvantages of such a scheme are:

- There will be modest increase in the administration resource needed to administer the electricity add on to the postponement scheme.
- An increase in the debt Council would carry until the estate was realised and Council’s debt paid (although this is likely to be manageable in the short to medium term)

This scheme would extend the Council into a wider social role. Arguably it could be justified in terms of the Council’s outcomes and social responsibility. A small number of enquiries have been made regarding the current rates postponement option but to date there has not been a postponement under the equity option put in place. The limited interest in the current scheme may indicate there is not a need to extend the scheme, however it may also reflect the very limited publicity that has been given to this option.

## **5.4 OPTIONS**

Options are to investigate the possibility of extending the rates postponement scheme or to indicate that the existing rates postponement scheme remain as is. The decision to further investigate the inclusion of electricity into the postponement scheme does not preclude a decision later on in the process to not proceed with the suggestion.

## **5.5 STATUTORY IMPLICATIONS**

There are statutory implications around the proposal should it be finally implemented. These include the possible need to amend the LTCCP and add additional rates in order for those rates to be postponed. Initial consortium legal opinions have been received that indicate options to Council in these areas.

**5.6 CONSULTATION**

Should the LTCCP be amended then this would be subject to consultation.

**5.7 STRATEGIC LINKS**

This proposal links to Council's strategic outcome #5 in the LTCCP.

**5.8 FINANCIAL**

The net effect of such a proposal should be minimal. If there is a modest uptake, the debt level will be manageable and as interest is charged on postponed rates, the impact other than on cash flow is not significant.

P L BRAKE  
**Finance Manager**

## ASHBURTON DISTRICT COUNCIL REPORT

**FILE NO:** 3/9/1  
**DATE:** 10 May 2007  
**REPORT TO:** Finance and Corporate Services Committee  
**FROM:** Finance Manager  
**SUBJECT:** Aquatic Park Trust Loan

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### 6. ASHBURTON AQUATIC PARK CHARITABLE TRUST LOAN

#### 6.1 SUMMARY

Council has received an application by the Ashburton Aquatic Park Charitable Trust to vary the Council's loan terms so as to reduce the interest rate currently applicable under that loan.

#### 6.2 RECOMMENDATION

“That Council confirms the current interest rate calculation (1% above the Bank of New Zealand one year term deposit rate at the start of the interest period) for the next five years.

#### 6.3 BACKGROUND

In September 2001, the Ashburton Aquatic Park Charitable Trust signed a loan deed which set out the agreement for the Council to loan to the Trust the sum of \$1,250,000. The loan was to assist the Trust in development of the aquatic park (Lake Hood). The principal sum was forwarded in three parts, \$450,000 on 5<sup>th</sup> September 2001, \$400,000 on 30 September 2001, and \$400,000 on 30 October 2001.

The term of the loan was for a period of fifteen years, with the method of calculation of interest reviewable by the parties after five and ten years respectively. This review is now due. The loan deed states that the loan was interest free for twelve months and thereafter interest was to be calculated and paid on the basis of the Bank of New Zealand one year term deposit rate as at the date of commencement of the interest period plus one percent.

The Trust was advised on 13 April 2007 that the annual interest rate on these loans would increase from the previous year's interest rates of 7.6% and 7.7% to a new rate of 8.9% for the coming year. The increase was calculated per the described method in the loan deed.

The Ashburton Aquatic Park Charitable Trust has written to Council (letter attached), requesting Council amend the interest rate. The Trust is concerned at the level of the interest rate and has requested that Council review the method of interest rate calculation. The reasons why they believe a lower interest rate is justified are outlined in their letter.

#### 6.4 OPTIONS

1. Council maintains the current interest rate calculation contained in the Trust Deed. This would be on the basis that the conditions existing at the time of first granting the loan have not changed. This will require the Trust to pay 8.9% interest on the loan for the next twelve months. Given that the Trust states that they have been able to organise commercial loan funding at a rate less than the Council's 8.9%, the Trust could look to refinancing this loan elsewhere and repaying principal early.

2. Council amends the interest rate calculation to reduce the Trust's interest rate. This will have an impact on Council's interest revenue for the coming year. In addition under the new international reporting standards (IFRS) the current terms of the interest calculation are assumed to be a true market rate. A reduction of the rate will require Council to recognise as an expense, the cost of the difference in interest rates between the market rate and any reduced rate. Alternatively Council could give the Trust a grant to pay for some or all of the interest costs.

## **6.5 STATUTORY IMPLICATIONS**

There are no statutory implications other than possible accounting treatment and reporting under IFRS.

## **6.6 CONSULTATION**

There is no requirement to consult on this issue.

## **6.7 STRATEGIC LINKS**

Not applicable.

## **6.8 FINANCIAL**

There are no financial affects if the request is declined. There will be an affect on Council's budgeted revenue for the 2007/08 year if the interest rate is reduced.

P L BRAKE  
**Finance Manager**

## ASHBURTON DISTRICT COUNCIL REPORT

**FILE NO:** 3/7/5  
**DATE:** 10 May 2007  
**REPORT TO:** Finance and Corporate Services Committee  
**FROM:** Finance Manager  
**SUBJECT:** Council Controlled Organisations

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### 7. COUNCIL CONTROLLED ORGANISATIONS

#### 7.1 SUMMARY

Sections 64-70 of the Local Government Act 2002 detail the legislative requirements of a council-controlled organisation (CCO) including reporting and disclosures. Section 7(3) allows Council to exempt small organisations that are not a trading organisation from being a CCO, and therefore from being subject to the legislative obligations.

In April 2003, Council resolved to exempt the Ashburton Enterprise Agency and the Ashburton Community Water Trust from the requirements of a council controlled organisation (CCO). *Pages 31-35*

Under s7 (6)(b) these exemptions are required to be reviewed at intervals of not less than three years.

#### 7.2 RECOMMENDATION

“That Council resolves to continue to exempt the Ashburton Community Water Trust and the Ashburton Enterprise Agency from the requirements of a council controlled organisation, as permitted under section 7 of the Local Government Act 2002.”

#### 7.3 BACKGROUND

Section 6 of the Local Government Act 2002 defines a council controlled organisation. Under this definition Ashburton District Council has the following council controlled organisations, as identified in the Community Plan 2006-2016:

- Ashburton Contracting Limited
- Transwaste Canterbury Limited
- Ashburton Community Water Trust
- Sports Stadium Trust

Section 64-70 of the Local Government Act 2002 imposes reporting requirements on these CCO's such as requiring statements of intent, half yearly reporting, annual public reporting etc.

Section 7 of the Act allows Council to exempt a CCO that is not a council-controlled trading organisation from being a CCO, and therefore from being required to comply with the reporting requirements, after considering the following matters:

- The nature and scope of the activities provided by the organisation; and
  - The costs and benefits, if an exemption is granted, to the local authority, the council controlled organisation, and the community.
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The reasons for exempting the Ashburton Community Water Trust, and the Ashburton Enterprise Agency in April 2003, still remain valid, and it is recommended that the exemption be continued. For some reason Enterprise Ashburton was not included in the CCO list in the Community Plan 2006-2016. It is our belief that this organisation is still captured by the definition of a CCO and should continue to be exempted by resolution of Council.

Ashburton Contracting Limited and Transwaste Canterbury Limited are council-controlled trading organisations and can not be exempt under section 7 (3), and therefore must comply with all requirements of CCOs in the LGA.

Council now has an additional CCO - the Ashburton Stadium Complex Trust. Council has the option of also exempting this CCO. The criteria that Council should consider in deciding whether the Ashburton Stadium Complex Trust should be exempted remain the same as in the previous report. These were:

- To what extent does the organisation contribute to community outcomes? (An organisation that contributes in a major way probably should not be exempted.)
- If the organisation is exempted, what other means are available for the local authority to assure itself the organisation is performing and demonstrating that performance to the community?
- Does the organisation operate for a charitable purpose? (An organisation that operates for the intent of making a profit, even for distribution, cannot be exempted.)
- How many objectives does the organisation have? (An organisation with a single objective or few objectives is more likely to be a candidate for an exemption than an organisation with a large number of objectives, both in terms of the scale of the organisation and the need to demonstrate how competing objectives have been resolved.)
- Will exempting the organisation lead to a reduction of control in the future?
- What are the likely costs of requiring the preparation of a statement of intent? This should be considered relative to the importance and complexity of the activities it undertakes.

The Ashburton Stadium Complex Trust is currently at a stage of its development where its impact on community outcomes and on Council activities is potentially growing in significance.

This is evidenced by discussions over possible siting of the facilities, considerations over the size and nature proposed facility, and the intention to undertake community consultation over the facility. These undertakings are being done in conjunction with Council and arguably on Council's behalf.

The Ashburton Stadium Complex Trust is likely to have substantial community money flowing through it in future, and as a result there will be a high community interest in the Trust and its operation.

The cost to the Trust in complying with the CCO requirements, are not onerous relative to the level of public interest in the project and the large amount of funding likely to be managed by the Trust or its representatives. This suggests that the exemption should not be applied to the Ashburton Stadium Complex Trust.

The Trust is currently aware that it is subject to the CCO reporting requirements but has yet to meet any of these requirements to the level required to meet legislative compliance, particularly those relating the requirement for a statement of corporate intent.

#### **7.4 OPTIONS**

1. Council could exempt the Ashburton Stadium Complex Trust in the short term until further progress is made by the Trust, and once this progress has been made the exemption can be withdrawn. This option would mean the Trust wouldn't have to provide a statement of intent or provide half yearly reports or be subject to LGOIMA for this time. This option may result, however, in the Trust having to rush to meet compliance of the reporting requirements when it starts to make significant decisions and have responsibility for large levels of community funding (at which point there would be no reason to continue an exemption).
2. Council could decide not to exempt the Ashburton Stadium Complex Trust and require the Trust to meet the requirements of the Local Government Act. This would require the Trust to provide Council with a Statement of Intent and Annual and Half-yearly reports. It would also mean the Trusts meetings were captured by the requirements of the Local Government Official Information and Meetings Act. While this approach would mean some work being done (quickly) by the Trust to comply, it would also leave the Trust ready to move forward quickly if the need arose in future.

#### **7.5 STATUTORY IMPLICATIONS**

These have been outlined in the report above.

#### **7.6 CONSULTATION**

Not applicable.

#### **7.7 STRATEGIC LINKS**

Not applicable.

#### **7.8 FINANCIAL**

There are no significant financial implications as a result of the above recommendation.

P L BRAKE  
**Finance Manager**

## ASHBURTON DISTRICT COUNCIL REPORT

**FILE NO:** 9/9  
**DATE:** 10 May 2007  
**REPORT TO:** Finance and Corporate Services Committee  
**FROM:** Property Manager  
**SUBJECT:** Information Board Funding Contribution

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### 8. INFORMATION BOARD FUNDING CONTRIBUTION

#### 8.1 SUMMARY

To consider paying a contribution towards the provision of an information board adjacent to the Information Centre.

#### 8.2 RECOMMENDATION

“That the Committee approves a contribution of \$800 towards the construction of an information board adjacent to the Information Centre.”

#### 8.3 BACKGROUND

The Pakeke Lions have written seeking permission to erect a signboard on Council land adjacent to the Information Centre (northern end). The Lions are the beneficiary of a small bequest from a deceased member's estate and wish to provide a signboard within a small shelter in the centre of town for use by travelers at times when the Information Centre is not open.

Lions representatives met with me on 24 April 2007, and I explained to them that whilst I believed the suggestion had merit, it was my expectation that in order to proceed it would be necessary for them to obtain a resource consent as the zoning of the land around the Information Centre is open space.

The representatives have met with Environmental Services staff who have confirmed the need for a resource consent.

Lions are now in the position of needing to fund the consent application which will leave them about \$800 short for the project. They have had sketch plans prepared. **Page 36**

The project is supported on two counts, viz:

1. Provision of basic tourist information “after hours”
2. It will provide rudimentary shelter for waiting bus passengers.

Lions have, at this stage, indicated a willingness to take care of ongoing maintenance funded through advertising, although the structure will be gifted to Council.

#### 8.4 OPTIONS

It is an option to leave the complete funding of the project to Pakeke Lions. This will delay the provision.

## **8.5 STATUTORY IMPLICATIONS**

The Pakeke Lions will be required to meet the requirements of the Resource Management and Building Acts.

## **8.6 CONSULTATION**

The concept has been discussed with the Manager of Ashburton District Tourism who is supportive.

## **8.7 STRATEGIC LINKS**

The Pakeke Lions will be required to meet the requirements of the Resource Management and Building Acts.

## **8.8 FINANCIAL**

The contribution can be met from within the present year's budget for district signage.

J M ROONEY  
**Property Manager**

## Activity Reports

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### **9. Finance**

#### **9.1 Financial Reports**

**Attached**

#### **9.2 Rakaia Wastewater Lump Loan Repayments**

Twenty Rakaia residents have elected to make the lump sum loan repayment of \$3,723.75 (serviced connection), and five have elected to pay the serviceable (not connected) lump sum of \$1,861.88. These lump sums are due 30 April 2007.

This will leave approximately 231 full loan charges and 37 half charges remaining.

#### **9.3 IFRS Progress**

Work is continuing on the restatement of Council's 2006 annual report so as to comply with the International Financial Reporting Standards. The restated accounts have been audited and are currently with Audit New Zealand awaiting clearance of any final issues. Once "signed off" this will form the basis of the preparation of the 2007 annual report. Once audit clearance has been obtained, a copy will be forwarded to Councillors for their information. This project has taken extensive staff time and resource and most of the work has been done by Wendy Waller, the financial accountant. Unfortunately Wendy finished work at the Council last Friday; however Wendy was able to substantially complete this part of the project before she left.

#### **9.4 Debt Recovery – Electricity Corporation of NZ (Residual Unit) \$111,965.63**

Council has had a debt owing by Electricity Corporation of New Zealand (Residual Unit) since March 2000. The debt came about as a result of the finalisation of valuation issues relating to the Highbank power station. The finalised value in 2000 was higher than the value Council had been using and as a result the rates were recalculated back to 1994.

ECNZ paid a portion of the recalculated rates (\$38,766.43) but the balance outstanding of \$111,965.63 remained unpaid. ECNZ took a case to the Court of Appeal (Waikato Regional Council v Electricity Corporation of New Zealand) to clarify the limitation periods relating to rating corrections in the then Rating Powers Act 1988. The valuation in the Waikato area had actually decreased and ECNZ sought a refund going back several years. This was the opposite of the Ashburton situation where the valuation had increased leading to additional rates owing from the past years.

The Court of Appeal in November 2005 found in favour of ECNZ, resulting in a refund to them of \$2 million. Applying the decision from this case confirmed that the debt was still payable by ECNZ and follow up action was undertaken. The outstanding amount of \$111,965.63 was received this month. Council had made provision in the past for this as a doubtful debt, and the payment will result in this provision being reversed.

### **10. Forestry**

#### **The District Forester reports:**

##### **10.1 Sales and Harvesting**

The sales reported below are for the Rakaia Domain Board plantation. Harvesting at Normanby Road concluded at the end of March. Some export wash up payments for the Rakaia Domain Board plantation have already been received for logs uplifted until the end of January with an additional \$40,000 paid.



## **11. Library**

### **The District Librarian reports:**

#### **11.1 Issues and Membership**

April's issues more than recouped the loss made in March, so we can be hopeful for a good winter for library usage. Numbers of new members joining has not been as high these two months as during the spring and summer, which may be due to the employment cycle slowing at this time of year.

#### **11.2 South Island Public Library Managers Conference**

This annual meeting was hosted by Hurunui District and held at their new library building at Hanmer on 26 and 27 March. The National Librarian, Penny Carnaby, attended and spoke on the first day of the conference, chiefly on digital issues such as the increased emphasis on making more National Library heritage resources available on-line, and the proposed People's Network.

The People's Network concept is based on the British model and suggests a Central/Local Government collaboration to provide high-speed free public Internet access to New Zealand public libraries. The idea is in its early stages, and obviously there are many issues to work through in terms of cost sharing, connectivity, content and existing charging policies before it becomes a realistic proposal.

The formation of a Public Libraries Association of library managers to speak and promote on behalf of all sizes of public libraries was raised. This would include the current Metronet, the very active city libraries' organisation, which currently has a libraries' promotional campaign on television.

Collaboration in training, digitalization projects, some commonality in policy writing and documentation as well as physical resource sharing was discussed. A meeting of Canterbury library managers is to be held at Ashburton on 24 of May to discuss useful linkages.

Short reports from each library resulted in fruitful discussion and sharing of experience and practical ideas, always the most valuable aspect of these conferences.

#### **11.3 Future of Te Puna – New Information Access Programme**

Ruth Miller, Customer Support Consultant for the National Library's cataloguing and interloans arm, Te Puna, visited and gave a presentation to library staff on its redevelopment. Basically, the plan is to make the data on national holdings in libraries accessible via a Google type metasearch, and make the way they are presented more "data rich" (interesting and interactive). It has been proved, not surprisingly, that most people search the Internet via search engines, rather than going through library or specialist websites. Therefore it is planned that library holdings within New Zealand on a searched subject will come up in Google and other popular search engines, and the user will be able to initiate an interloan, among other options. This is where pesky practicalities start to intrude on a nice idea, as interloans to Aucklanders would be an expensive and time-consuming way to boost Ashburton issues, for example. Extensive consultation is promised to iron these concerns out. This will probably take some time, as National Library is still at the stage of adding its own databases.

#### **11.4 Easter Sunday Opening**

Councillors may have noticed the Guardian newspaper report and a letter to the Editor commenting on the library opening on Easter Sunday afternoon. The library closes on all public holidays, but Easter Sunday is not a public holiday.

It has some particular regulations on making sales as opposed to providing services, which were strictly followed. Two regular part-time Sunday staff members would have had to be paid for not working had the library closed, so opening seemed indicated. Only 73 people came into the building, and there were 87 items issued, while on the Saturday of that weekend 228 people visited the library and took out 849 items. Public demand seems low for opening on this day in the future, although some positive comments have been received.

#### **11.5 Children's Library**

At the end of March the Children's Library hosted an "Ashnet" meeting of school librarians. Technical Services Librarian Nicky Farrell demonstrated the Ashburton Library website to help to facilitate use of this by teachers and pupils.

The Children's Library celebrated International Children's Book Day by displaying a collection of booklets made by Ashburton College students. These tell the stories of some of Ashburton's recent new settlers from a wide range of different cultures and countries.

Thomas Street kindergarten visited during the period and Children's Librarian Adrienne Moodie attended Tinwald School during their Book Week to speak about the library and read stories.

On 12 April, the Children's Library had a party to celebrate the Cat in the Hat's 50<sup>th</sup> birthday. Some of the children came in lively and ingenious costumes depicting this favourite Dr Seuss character, and prizes were given for the craziest hats. About forty children attended and joined in a morning tea.

#### **11.6 Statistics for March 2007**

<b>Issues</b>	<b>March 2007</b>	<b>March 2006</b>
Non-fiction	4957	5236
Fiction	4242	4338
Large Print	2184	2330
English Resources	10	12
Rentals	74	102
Young Adult Fiction	767	991
Young Adult Non-Fiction	156	168
Young Adult Magazines	78	54
Paperbacks	507	564
Magazines	461	480
Adult Audio	153	156
Adult Video	206	174
Junior Fiction	7844	8140
Junior Non-Fiction	2231	2471
Junior Magazines	334	258
Junior Audio	347	465
Junior Video	842	986
Requests	10	14

Stack	130	79
Undefined	144	50
<b>TOTAL</b>	<b>25677</b>	<b>27068</b>
<b>Issue - Year To Date</b>	<b>236719</b>	<b>228133</b>

<b><u>Memberships</u></b>	<b>Total at end March 2007</b>	<b>March 2006</b>	<b>Added during March 2007</b>
Adults	8095	8082	51
Young Adults	1110	1149	2
Junior	2932	2948	36
Non-resident	87	89	1
Other	403	385	2
<b>TOTAL</b>	<b>12627</b>	<b>12653</b>	<b>92</b>

<b><u>Foot Traffic</u></b>	<b>March 2007</b>	<b>March 2006</b>
	<b>11915</b>	<b>11992</b>

<b><u>Reference Enquiries</u></b>	<b>March 2007</b>	<b>March 2006</b>
Adult	609	633
Children	142	185
<b>Total</b>	<b>751</b>	<b>818</b>

### 11.7 Statistics for April 2007

<b>Issues</b>	<b>April 2007</b>	<b>April 2006</b>
Non-fiction	4723	4397
Fiction	4312	3971
Large Print	2209	2144
English Resources	13	16
Rentals	80	85
Young Adult Fiction	888	903
Young Adult Non-Fiction	113	165
Young Adult Magazines	115	51
Paperbacks	456	518
Magazines	574	369
Adult Audio	105	114
Adult Video	235	151
Junior Fiction	8578	7938
Junior Non-Fiction	2355	1926
Junior Magazines	379	217
Junior Audio	430	386
Junior Video	903	937
Requests	20	13
Stack	121	73
Undefined	131	2

<b>TOTAL</b>	<b>26740</b>	<b>24376</b>
<b>Issue - Year To Date</b>	<b>263459</b>	<b>252509</b>

<b><u>Memberships</u></b>	<b>Total at end April 2007</b>	<b>April 2006</b>	<b>Added during April 2007</b>
Adults	8084	8255	48
Young Adults	1113	1161	8
Junior	2915	2974	28
Non-resident	89	92	0
Other	401	400	3
<b>TOTAL</b>	<b>12602</b>	<b>12882</b>	<b>87</b>

<b><u>Foot Traffic</u></b>		<b>April 2007</b>	<b>April 2006</b>
		<b>11524</b>	<b>10531</b>
<b><u>Reference Enquiries</u></b>		<b>April 2007</b>	<b>April 2006</b>
	Adult	567	622
	Children	113	138
	<b>Total</b>	<b>680</b>	<b>760</b>

## **12. Property**

### **The Property Manager reports:**

#### **12.1 Rifle Range**

The consent hearing commenced on Friday 4 May, before Mr D Collins. A second day is set down for 21 May.

#### **12.2 Art Gallery / Museum**

I expect to finalise the brief by 18 May. This has been delayed as one of the parties was unable to meet on the scheduled date of 27 April. This meeting has been re-scheduled for 11 May.

#### **12.3 Albert Street**

The subdivision plan for Stage 1B is nearing completion and is due to be lodged by 31 May.

#### **12.4 Solar Street Light**

I have confirmed our requirements in respect of the trial and have chased the supplier to endeavour to get this underway.

#### **12.5 Airport**

Approval has been given for a power cable and water supply to be run to one of the new hangars. This is at the hangar owner's expense and will involve thrusting beneath the tarmac.

#### **12.6 ACL Addition**

This project is nearing completion.

## 13. Information Systems

### The Information Systems Manager reports:

#### 13.1 Summary

Communication using the Internet is increasing with demands from outside agencies, consultants, staff and customers. The Department of Internal Affairs, the State Services Commission, the Ministry of Justice and Land Information New Zealand are some of the agencies that regularly require transfers of data using the Internet. Consultants can now hold meetings remotely yet still access information on each others computers. Staff increasingly use email and gather information from web sites. Customers want more access to Council information from the Internet. The new products from Microsoft that are being considered for the server upgrade offer improved communication. The need to align the management of paper documents and electronic information is growing along with the need to be able to access this ever increasing store of information. The past, current and future projects that the I.S. Department are involved with aim to provide the Council with the appropriate facilities to meet these demands and exploit some of the opportunities available, while maintaining the security and integrity of the Council systems and information.







#### 13.2 Technology One

The Ministry of Justice has standardised the methods for sending and receiving information about parking, dog and litter infringements. The new system will involve sending records electronically. The Proclaim system will be updated by a consultant to allow these changes to be tested in May. While the consultant is on site, he will implement any changes to the planning module that are required.

#### 13.3 Ashburton District Council Web Site

The [www.ashburtondc.govt.nz](http://www.ashburtondc.govt.nz) web continues to attract visitors from New Zealand and around the world. The number of visits has reached a plateau and action is being taken to investigate redeveloping the site and establishing methods of keeping the content fresh and adding interactive functionality. On-line forms and payments are being considered.

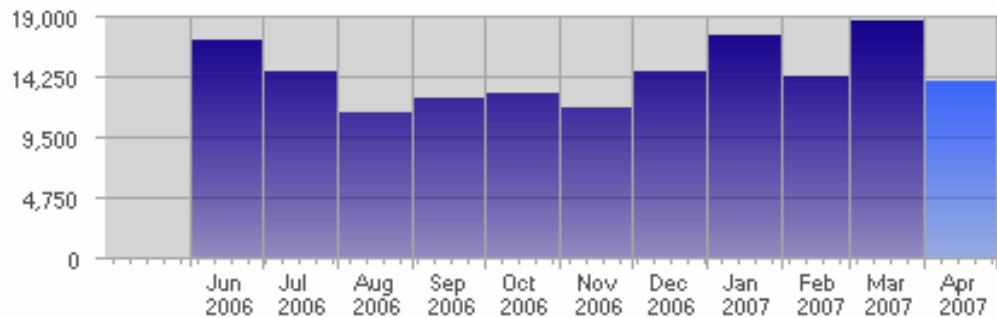
**Continents that visitors came from during the month of April 2007**

#		Continent	Total Visits
1.		North America	2,273
2.		Oceania	2,200
3.		Europe	628
4.		Asia	421
5.		South America	34
6.		Africa	23
		Total	5,579

**Language preferences of visitors' web browsers during April**

#	Language	Total Visits
1.	Not Provided	13,302
2.	English	625
3.	German	12
4.	Italian	11
5.	French	9
6.	Russian	4
7.	Polish	1
8.	Romanian	1
9.	Swedish	1
10.	Danish	1
11.	Slovak	1
	<b>Total</b>	<b>13,968</b>

12 Month Trend: This graph indicates that the total number of times that people have visited the ADC web site is levelling off or even slightly decreasing.



**Top Pages visited in April:**

April		
Visits from uniquely identified clients	13,968	
Top 5 pages viewed	Notices	2,189
	Vacancies	411
	Cemeteries	355
	ADC History	264
	Rating Information	256

Top 5 documents downloaded	Annual Report 2006	188
	Ashburton Community Agencies Directory	146
	Camping Regulations	104
	Draft Annual Plan 2007 - 2008	90
	December 2006 District Diary	88

### 13.4 GIS

A method of making maps, information and aerial photographs on the Internet is being developed using a program called Exponare. A version of this programme has been configured and made available to staff on the intranet so that they can identify information that they would like to publish on the Internet. Aerial photographs, property, land, valuation and rates information have been identified as suitable for release, though names of people will be withheld. An Internet version was developed and tested successfully before the server broke. A new server is being configured which should be ready by the end of May.

### 13.5 Network Security

Virus, spam and hacker attacks continue on a daily basis and updates and improvements are continually being added to counter these threats. Three hours each day is spent reviewing the virus and spam emails to identify and release any legitimate emails that have been wrongly identified by the automatic systems.

Average Per Day	Apr-07
Emails Sent	102
Emails Received	711
Virus/Spam Emails	479
Virus/Spam Emails %	67%
Hacker attacks	112
Computer Availability	99.9%

The network and the servers are now running at near capacity and an additional hard disk needed to be added when one of the servers was not available for one hour. The library system was also unavailable for one hour, outside opening hours, due to an internal error. Three new network switches were installed to relieve the congestion on the network. Unfortunately two of the new switches had faults which caused the network to be unavailable to a limited number of staff for an hour. The proposed upgrade of the servers is becoming more essential.

### 13.6 Ashburton Information Management Strategy (AIMS) Project

The new classification structure for both paper and electronic files has been reviewed, amended and approved by many departments. The new structure is being trialled with the Water Services department.

The Building Control Accreditation project has been supplied with assistance and the information that is required from the IS Department. The new processes and procedures still need to be implemented before improvements can be identified.

### 13.7 **Meetings over the Internet**

Consultants in Christchurch can now hold meetings remotely with Council staff and view the same information and images on each others screens. Water Services have used this facility, which uses the Internet and a Software as a Service supplier, and report that it increases the effectiveness and responsiveness of a meeting with less time spent travelling.

### 13.8 **Improved Internet Connection**

The Internet connection for the Council will be improved and brought up to the speeds that some broadband home users have enjoyed for some time. The new connection should be available by the middle of May. This has become necessary because more agencies now require data transfer using the Internet (eg MoJ), the Council is making more information available through the Internet (eg Exponare) and the expectations and requirements of staff have increased (eg Net Meetings).

### 13.9 **RAPID Address Book**

A updated version of the book that contains name and addresses of owners and properties has been prepared and is being proof read. This book can be used in conjunction with the RAPID maps that have been available from the council for some time. The book will be published later this month.

### 13.10 **Staff**

Gordon Tupper has been appointed as the Information Systems Analyst Programmer. Gordon started work at the Council on 16 April. He arrived in Ashburton from England with his wife and two children.

### 13.11 **Server upgrade**

Plans are being established for the proposed upgrade of the servers, operating systems and programmes. The delay in the release of Microsoft products, such as Vista and Longhorn, has resulted in a number of incompatibility issues. Vista and MS Office 2007 are being tested and a number of programmes that are core to the business of the Council will not run in this environment. Further research is required and consultants with experience in implementing these new products are being approached.

## 14. **Miscellaneous Matters**

### 14.1 **Mail Management**

Mail management report as at 4 May 2007

Group	Total Received	Total Completed	Completed within Time	Completed Overdue	Total Uncomplete	Pending	Overdue
Mail Management	1952	1845	1179 (63.9%)	666 (36.1%)	107	52 (48.6%)	55 (51.4%)

### 14.2 **Council Seal**

Under authority, since last meeting —

- **Lease Documents**
  - Deed of Lease –Hut Site 81(B) Lake Clearwater – Howard Family Trust
  - Telecommunication – Telstra Clear – Reserve 2519
- **Transfer Instruments**
  - 32 Philip Street – Combined Investments to DTMJ Investments Ltd

- Right to drain sewage – ADC to BM Wackwitz & KE Wilson (2)
- Right to drain sewage – ADC to PJ & KA Noble
- 59 Wills Street – CD & CM Stewart to GT & CA Black, ER Hooper
- Manse Park Estate Subdivision – Precision Developments Ltd
- **Consent to Trust Deed Amendments**
  - Riskpool Trustee Company
- **Easements**
  - Easement Instrument - Sewage – DV & JK Peck – Leech & Partners
- **Licence to Occupy**
  - Reserve 1005 – SF Wallace
- **Agreement for Sale & Purchase**
  - 20 Havelock Street – Freeholding – B & A Townson

#### **14.3 *Minor Applications***

- Amnesty International New Zealand – 14 April – Event on Green – 11 am – 5 pm
- World Ploughing Match Committee – 19 April - Stall, Methven Mall
- Mt Hutt College – 22 June – Pig in a Barrel – Methven Mall, Supermarket, Top Notch Dairy

#### **14.4 *Letters of Thanks***

- Ashburton College – thanks for SPARC funding to Ashburton College teams
- Southern Netball Club – thanks for grant towards painting of pavilion in Mayfield Domain

#### **14.5 *Methven Community Board***

A meeting of the Methven Community Board was held on Monday 16 April, and no matters were referred to this Committee for consideration.

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 3/7/1  
DATE: 1 May 2007  
REPORT TO: Finance & Corporate Services Committee  
FROM: Administration Officer  
SUBJECT: Creative Communities Funding

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### 15. CREATIVE COMMUNITIES FUNDING

**REPORT** and **MINUTES** of a meeting of the **CREATIVE COMMUNITIES FUNDING ASSESSMENT COMMITTEE**, held in Meeting Room 2, 5 Baring Square West, Ashburton, on Tuesday 1 May, 2007, commencing at 1.35 pm.

**PRESENT:** Crs R Beavan (Chair) and M Urquhart; Mr V Barrett, Mr D Favel, Mrs J Wilkinson and Mrs J Wright.

Also in attendance Administration Officer.

**APOLOGIES:** Mayor B O'Malley, Mrs K Meehan and Mr J Ross

**Sustained**

#### **Introductions**

Vikki Prendergast the new Administration Officer was welcomed to the meeting. Introductions and a brief personal background were made by all present.

#### **Correspondence**

The Committee acknowledged the thank you letters received.

#### **Schedule of Applications**

The Committee considered the applications and agreed that funding of \$10,042.24 be distributed as follows:

<b>Number</b>	<b>Applicant</b>	<b>Amount Requested</b>	<b>Amount Granted</b>
1	Ashburton MacKenzie Community Group	1600	1000
2	Mid Canterbury Children's Theatre Inc	5000	2500
3	Ashburton College	400	400
4	Ashburton College	1000	1000
5	Ashburton Photographic Society	415	400
6	Ashburton Society of Performing Arts Inc	1000	250
7	Ashburton Writers Group	170	110
8	Mid Canterbury Federation of Women's Institutes <i>Project not eligible under CCS criteria</i>	1500	Declined
9	Longbeach Primary School	842	520
10	Ashburton Art Gallery <i>Cr Urquhart &amp; Mrs Wilkinson declared an interest in this application</i>	2037	1500
11	Mount Hutt College	4826	2000

The above funds have been granted with the following conditions imposed in accordance with the schemes eligible and ineligible activities.

<b>Applicant</b>	<b>Conditions</b>
Ashburton MacKenzie Community Group	Funding provided for tutor & travel costs only
Longbeach Primary School	Funding provided for tutor & limestone costs only

It was agreed that the remaining funds of \$162.24 be carried forward to the next funding round in September 2007 and \$200 be kept aside for the costs for the presentation evening.

### **General Business**

Members were reminded that elections are being held this year and to decide if they wished to stay on the assessment committee or not.

Members also requested a card be sent, along with their best wishes to the Administration Officer who is on maternity leave.

### ***Presentation of Funding***

Up to 5% of the scheme's annual allocation can be spent on promotion of the scheme. The Committee agreed to hold the presentation evening for the successful applicants, at 5 pm on Wednesday 16 May, for the successful applications.

The meeting concluded at 3.00 pm.

## ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 1/1/13/1  
DATE: 10 May 2007  
REPORT TO: Finance & Corporate Services Committee  
FROM: Administration Officer  
SUBJECT: Youth Council – 2 April 2007

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### 16. YOUTH COUNCIL MEETING

**MINUTES** of a meeting of the **ASHBURTON YOUTH COUNCIL** held on Monday, 2 April 2007, in the Council Chambers, Ashburton District Council, commencing at 8.00 pm.

**PRESENT:** E Sole (Co-Chair), E Gerard (Co-Chair) E Neil, T Obafemi and G Robertson  
Also in attendance, Cr Kilworth, E Graham (ACADS) and the Administration Officer.

**APOLOGIES:** S Putaranui, R Riley and Cr Beavan **Sustained**  
**Minutes**

“That the minutes of the Ashburton Youth Council held on Monday, 5 March 2007, be taken as read and confirmed.”

Sole / Obafemi **Carried**

#### **Matters for Discussion**

##### **Youth Council Chair**

Members held a vote to determine the new Youth Council Chairperson. Elizabeth Gerard was the successful candidate and immediately moved –

“That Ellen Sole be made co-chair of the Ashburton Youth Council.”

Gerard/Robertson **Carried**

##### **Youth Council Events**

Members expressed disappointment at the number of attendees (48) at the latest Rock’n Vegas event held on 30 March. It was noted that the majority of those that attended had an enjoyable time but perhaps the Rock’n Vegas format needs to be reviewed to appeal to a wider group. Ms Graham was able to give invaluable advice on previous Ashburton Youth Councils and events. Members have decided to investigate holding a forum for the Young People of Ashburton to discuss their needs and wants. Youth Council members will meet on Monday 30 April in the Council Chambers to begin planning for a forum to coincide with Youth Week, May 21-27.

It was suggested that Members to look at other Council websites to see what other Youth Council’s are doing.

It was decided not to plan any further Rock’n Vegas events until after the proposed forum.

##### **Youth Council Membership**

Cr Kilworth will arrange for Youth Council members to meet with the Mayor to discuss the Youth Council. It is hoped that with assistance from Ashburton and Mount Hutt Colleges the Youth Council may get teacher nominated candidates from form classes to join the Youth Council.

**Youth Week**

Youth Week is to be held on 21-27 May. Members confirmed Ashburton College will be holding a 'Dress up' day during Youth Week with students and teachers encouraged to dress up according to the week's theme of "Youth Stereotypes".

The Ashburton Guardian has kindly offered to run a Youth Profile in the paper each day during Youth Week. Members will visit Ashburton College family form classes to advertise the Dress up day and to gather potential names for the profiles to pass on to reporters.

Fox FM have generously allowed their 7-8 am DJ slots to be made available to Youth Council members during Youth Week also.

**General Business**

Emma Graham from ACADS gave background information about the proposed Ashburton Youth Health Centre. The centre is being aimed at providing youth appropriate, accessible care. Members agreed it is an excellent idea and important for the youth of Ashburton. An invitation was extended to members to join the Youth Health Centre working party and board.

**Next Meeting**

The next meeting of the Ashburton Youth Council will be held on Monday 7 May 2007, in the Council Chambers commencing at 7.00 pm.

The meeting concluded at 8.40 pm.