

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO:
DATE: 29 March 2007
REPORT TO: Finance and Corporate Services Committee
FROM: Corporate Services Manager
SUBJECT: ACL – Draft Statement of Intent

Extraordinary Business

“That pursuant to Section 46A (7)(a) of the Local Government Official Information and Meetings Act 1987 the following item be introduced as extraordinary business:

- **Ashburton Contracting Limited – Draft Statement of Intent**

Reason To consider the Draft Statement of Intent prior to its adoption on 30 April 2007.

ASHBURTON CONTRACTING LIMITED – DRAFT STATEMENT OF INTENT FROM 1 JULY 2007

1. SUMMARY

Council has received the draft Statement of Intent for the year 1 July 2007 – 30 June 2008 for Ashburton Contracting Limited.

2. RECOMMENDATION

“That Council receives the 2007 / 08 draft Statement of Intent for Ashburton Contracting Limited.”

3. BACKGROUND

The Board of Ashburton Contracting Limited is required to deliver to Council its completed Statement of Intent by 30 June 2007. Attached is the draft Statement of Intent which contains one change in the dividend policy (clause 11).

The change clarifies the minimum dividend distribution and that the dividend policy will be reviewed annually during the completion of the Statement of Intent. These changes are not significant.

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

4. OPTIONS

Not applicable.

5. STATUTORY IMPLICATIONS

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

6. CONSULTATION

There is no additional consultation required.

7. STRATEGIC LINKS

These documents form part of Council's investment strategies.

8. FINANCIAL

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

P L BRAKE
Finance Manager

Activity Reports

5. Finance

5.1 Financial Reports

Attached

6. Forestry

The District Forester reports:

6.1 Sales and Harvesting

The sales reported below are for the Rakaia Domain Board plantation. This period of the sale is when the logging crew started cutting the poorer quality northern end of the plantation.

The drop in quality is reflected in a lower proportion of domestic grade sawlogs being cut and a higher proportion of export grades and chip logs being produced. Fortunately, the price of export logs has dramatically increased. These increases in export prices will mean the Rakaia Domain Board will receive reasonably substantial wash-up payments to take into account price increases.

SALES INFORMATION REPORT - FOREST SUMMARY

Forest: Rakaia Domain Board – Normanby Road

Period: 1/1/2007 to 28/2/2007

Products	Quantity	Net Value
KA EXPORT	330.262 JAS	\$10,192.19
KI EXPORT	754.863 JAS	\$14,404.39
KS EXPORT	1335.896 JAS	\$29,013.41
<i>Unit Total</i>	<i>2421.021 JAS</i>	<i>\$53,609.98</i>
PRAD chip (LED<55cm)	1304.360 tonnes	\$6,190.80
PRAD firewood	148.600 tonnes	\$832.16
PRAD M18 SRS	288.300 tonnes	\$7,477.96
S22 RADIATA SAWLOG	114.310 tonnes	\$4,323.02
S30 RADIATA SAWLOG	113.760 tonnes	\$5,196.19
<i>Unit Total</i>	<i>1969.330 tonnes</i>	<i>\$24,020.12</i>
Forest Total		\$77,630.10

Harvesting will be completed at the Rakaia Domain Board plantation at the end of March. The harvesting crew will then cut a small plantation adjacent to the Rakaia Cemetery and then move to a larger Council plantation at Westerfield.

7. Library

The District Librarian reports:

7.1 Issues and Membership

For the first time since April last year the monthly total has not exceeded that for the previous year. The belated arrival of summer weather probably goes some way to explain this. Eighty nine members joined during February, reflecting the continuing growth of the district's population.

7.2 Cancelled Books

A slower time in terms of issues has enabled more time to be spent weeding the collection and cancelling outdated and tatty items. A cancelled books sales table is kept stocked in the library. However, the numbers being decommissioned are such that a separate book sale could be held, perhaps at the Ashburton A&P Show next spring.

7.3 Policy on the Public use of Electronic Resources

This policy has been formulated with advice from Information Systems staff to govern the use of the Internet and other computer based resources in the Library. It makes clear the conditions upon which Internet access and other computer use is made available to the public. Adoption of such a policy should remove the risk of any liability on Council's part for the misuse of library computers. It will also assist the staff in identifying and dealing with instances of prohibited use.

RECOMMENDATION

“That the Library Electronic Resources Policy be adopted.”
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Use of Library Electronic Resources Policy

ELECTRONIC RESOURCES means all computer equipment, programmes, games and Internet access made available to the public in the library.

Use of Library Computers

Use of any public access computer at the Ashburton Public Library constitutes acceptance of this policy and related procedures.

Users Shall Not

1. Install, delete or modify library hardware or software.
2. Attempt to change passwords, or any other act which seeks to bypass the library security, tracking or login scripts installed on computers.
3. Move or change the arrangement of library computers and attached equipment.
4. Download software from the Internet on to the library's computers.
5. Use the network to make unauthorised entry into other information or communication services or resources.
6. Make any attempt to damage computer equipment or software.
7. Make any attempt to cause degradation of system performance.
8. Misuse library computers or other equipment and resources.
9. Fail to pay for material printed on library equipment.
10. Invade the privacy of other users.

Use of the Internet in the Library

1. Patrons are cautioned that the Internet is not a secure medium and all transactions, files and communications may be subject to unauthorised access by third parties.
2. The library maintains the right to monitor and review Internet use as necessary to ensure compliance with library policy.
3. The Internet is an unregulated medium that changes constantly and unpredictably. Due to technical requirements or incompatibility with the library's computer system, some Internet sites and services may not be accessible on library computers.
4. The library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems, or any consequences thereof. The availability of information does not constitute endorsement of the content by the Ashburton Public Library.
5. While blocking software is installed in an attempt to exclude offensive material, the responsibility for what children read or view on the Internet rests with their parents or guardians. Library staff are not responsible for monitoring Internet use by minors.
6. Patrons are reminded that the library's computer terminals are located in public areas that are shared with library users and staff of all ages, backgrounds and sensibilities. Individuals are expected to consider this diversity and respect the sensibilities of others while accessing information or images.
7. Parents of minor children (seventeen and under) are legally responsible for their children's use of the Internet through the library's connection.

The Internet can be accessed in the library in two ways.

Free access is available to selected online resources and filtered reference sites on the OPAC (On-line Public Access) terminals, and via the library home page on the Council website. Since not all sites on the Internet are accurate, current or complete, users must exercise critical judgment to evaluate the validity and appropriateness of the information found.

Pay Access is available on a prepaid time rental basis on dedicated terminals. This allows users to browse at will, subject to the following conditions of use. Use of the pay Internet is on a first come, first served basis. However, as a courtesy to others, users may be asked to limit time when others are waiting.

E-Mail Accounts

The library does not offer in-house electronic mail accounts. Patrons may access their e-mail accounts if they know the Internet address of their private accounts or may set up an account with Yahoo or Hotmail.

Permitted Internet Use

1. Browsing Internet sites and searching the World Wide Web.
2. Using public email providers such as Yahoo or Hotmail.
3. Making online bookings such as travel arrangements.
4. Personal banking.
5. Downloading information except objectionable material as listed below.
6. Terminals offering Microsoft Office may be used for word processing and spreadsheets. Work can be saved on floppy disks, CD-ROM or pen drives (memory stick).

Prohibited Internet Use

Internet users shall not use the library Internet services to view, download, save, receive, or send material in the following prohibited categories, or engage in the following prohibited online activities:

1. Offensive content of any kind, including pornographic images and material.
2. Illegally copied software, music or movies.
3. Material protected by copyright.

4. Computer hacking or illegally attacking other computers either in the library or on the Internet.
5. Attempting to alter or altering the normal functioning of library computers.
6. Spamming email accounts.
7. Threatening or violent behaviour.
8. Any other activities that contravene New Zealand laws and regulations.

Violations

If it is determined by library staff that a user has violated one or more of the above use regulations, that user will receive a warning from library staff and his or her future use will be closely monitored. A second offence will result in withdrawal of library computer use privileges. If the abuse results in damage to library equipment or resources, the user may be asked to leave the library.

7.4 Children's Library

Our Summer Challenge competition was successful, with 40 – 50 children taking part. In February the Children's Librarian attended the South Island Children's Librarians conference at Wanaka. Inspirational speakers included the Australian writer, Mem Fox, and Celia Lashlie. The opportunity to talk to other Librarians is always valuable and some good ideas were picked up.

The school year has started with visits from Ashburton Borough and St Joseph's classes.

7.5 Statistics for February

Issues	February 2007	February 2006
Non-fiction	4301	4220
Fiction	3860	4018
Large Print	2045	2090
English Resources	16	18
Rentals	68	75
Young Adult Fiction	694	869
Young Adult Non-Fiction	163	203
Young Adult Magazines	74	60
Paperbacks	405	469
Magazines	391	422
Adult Audio	105	120
Adult Video	186	176
Junior Fiction	7029	7124
Junior Non-Fiction	2034	1853
Junior Magazines	228	207
Junior Audio	350	378
Junior Video	800	769
Requests	16	20
Stack	93	91
Undefined	16	93
TOTAL	22874	23275
<u>Issue - Year To Date</u>	211042	201065

<u>Memberships</u>	Total at end February 2007	February 2006	Added during February 2007
Adults	8092	8259	52
Young Adults	1096	1143	4
Junior	2939	2999	27
Non-resident	85	87	1
Other	406	392	5
TOTAL	12618	12880	89
<u>Foot Traffic</u>		February 2007	February 2006
		10413	10363
<u>Reference Enquiries</u>		February 2007	February 2006
	Adult	468	538
	Children	133	111
	Total	601	649

8. Property

The Property Manager reports:

8.1 Scales Road

I have met with representatives of Forest & Bird. They are currently considering Trust models for the control of the proposed reserve. Included in their considerations will be the preparation of a management plan.

8.2 Airport

Approval has been granted for a further two hangars, one being a T-hangar complex, the other being a single.

With the removal of the aerals being agreed the way is clear for the provision of the DC3 hangar and this will be progressed with the Trust.

8.3 Methven Creche

The tree roots have been cut out and the neighbour's driveway resealed.

8.4 Lake Clearwater

The water level around some baches has dropped and we have been able to establish the line of drainage pipes. Using a "mouse" we have found that the drain does not extend beyond the baches and as a consequence water was not getting away. It seems that a simple solution is available, ie extend the drain to the culvert and it is anticipated this work will be completed by the end of March.

8.5 ACL Addition

The workshop extension is proceeding to schedule. By way of a variation we are installing new sectional doors. The cost differential between refurbishing and re-using existing doors and providing new ones is \$200 and given the condition of the present ones, new doors will provide the better option.

8.6 **Art Gallery / Museum**

A draft brief of space and design requirements has been completed and sent to interested parties for amendment and comment as required given the specialised nature of the accommodation.

8.7 **Rakaia Hall**

Work has commenced on the replacement of the flooring damaged as a result of faulty workmanship in the wastewater project. This work is being done (along with the refurbishment of the heating plant) as an insurance claim.

8.8 **Rangitata Terrace**

The proposed closure of unformed roads and the creation of a new road in the vicinity of the Cracroft intake has been publicly notified.

8.9 **Albert Street**

The subdivision and infrastructure plans are nearing completion and will be submitted for consent on completion.

An approach has been received from a national gas supplier who is offering to reticulate the subdivision for LPG supply at their cost. This will enable us to offer this alternative energy supply to the subdivision. A formal offer is expected shortly.

8.10 **Solar Street Light**

I am working with the Roading Manager and a company which can supply stand-alone street lights. We are getting to a point where we are likely to install one as a trial at Dorie. We are awaiting revised costings and confirmation that the appropriate level of illumination will be achievable.

9. **Miscellaneous Matters**

9.1 **Mail Management**

Mail management report as at 23 March 2007.

Group	Total Received	Total Completed	Completed within Time	Completed Overdue	Total Uncomplete	Pending	Overdue
Mail Management	1838	1778	1138 (64.0%)	640 (36.0%)	60	35 (58.3%)	25 (41.7%)

9.2 **Council Seal**

Under authority, since last meeting —

- **Lease Documents**
 - Deed of Lease – Range Street - Hoopers Outdoor Power Centre
 - Deed of Lease –Hut Site 22(B) Lake Clearwater – AR, JM, BR O’Brien, LA Marshall
 - Deed of Lease –Hut Site 92(B) Lake Clearwater – The Camp Trust
- **Transfer Instruments**
 - Drain, Water and Sewage – Grove Street – GS Holdings (2006)
 - Lease – Glenwood Farming Ltd to Ashburton Utilities Ltd
- **Certified Copy of Minute**
 - Purchase of ATS Shares

- **Easements**
 - Easement Instrument - Sewage – Riversdale Farm Limited
 - Surrender of Easement – Chertsey Road Subdivision – D and C den Baars, JD and JP Bennett
- **Licence to Occupy**
 - Reserve 1398 – MR Blyth Family Trust
 - Reserve 1395 and Road Reserve – PA and CM Hull

9.3 Minor Applications

- Ashburton Pakeke Lions Club – Shop Day on East Street Green -19 October 2007
- Cancer Society of NZ – Annual Daffodil Day Street Appeal – 31 August 2007
- N Z Kidney Foundation – Street Appeal – 8 March 2007
- Salvation Army Ashburton Corps – Street Appeal - 3-4 May 2007
- St John’s Presbyterian Church – Stall in Methven Mall – 31 August 2007
- Wheels Week – Banner Request over water feature – 16 April – 14 May 2007
- Catholic Womens’ League – Street Appeal and Raffle, Methven Mall – 5 April 2007

9.4 Letters of Thanks

- Salvation Army, Ashburton – for donation of \$50 as appreciation of Council’s use of Salvation Army Caravan

9.5 Land Transport Act Road Closures and Delegated Authority Closures

The following event is provisionally approved subject to the usual conditions.

Applicant:	Promote Ashburton
Event:	Wheels Week Street Parade
Date & Time:	Sunday 6 May 2007, from 10.30 am until 12 noon.
Parade Route:	Kermode Street, East Street and Cameron Street.
Objections:	Objections close on Friday 13 April, 2007.

9.6 Methven Community Board

A meeting of the Methven Community Board was held on Monday 5 March and no matters were referred to this Committee for consideration.

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 3/7/2
DATE: 29 March 2007
REPORT TO: Finance & Corporate Services Committee
FROM: Administration Officer
SUBJECT: SPARC Rural Travel Fund Assessment Committee

10. SPARC RURAL TRAVEL FUND ASSESSMENT COMMITTEE

Report and Minutes of a meeting of the **SPARC Rural Travel Fund Assessment Committee**, held in the Mayor's Reception, 5 Baring Square West, Ashburton, on Friday 16 March, 2007, commencing at 4.00 pm.

PRESENT: Councillors D Glass (Chair), Cr R Beavan, Mrs P Paterson, Mrs S Tyrrell and Mrs M Hooper.

Also in attendance Administration Officer.

APOLOGY: Mr D Taylor

Sustained

The Committee discussed the need for clear criteria in choosing which applications are suitable for SPARC funding. It was also reiterated that particular notice needs to be taken of any existing competitions already available to teams in the Mid-Canterbury area when allocating funds.

Schedule of Applications for Consideration

The Committee agreed that the funding be distributed as follows:

No	Name of Applicant	Amount Requested	Amount Granted
1	Allenton U16 & U18 Rugby Football Club	1000	500
2	Ashburton College Girls & Boys Basketball	1600	300
3	Ashburton College Boys First Eleven Cricket Team <i>Funds must be used for 2007/8 season</i>	660	350
4	Ashburton College Girls First Eleven Cricket Team <i>Funds must be used for 2007/8 season</i>	400	350
5	Ashburton College Girls Hockey	500	350
6	Ashburton College Netball	800	600
7	Ashburton College Rowing <i>Funds must be used for 2007/8 season</i>	1000	700
8	Ashburton College Boys First Fifteen Rugby <i>Ineligible – criteria not met</i>	500	Decline
9	Ashburton College Girls Rugby	500	250
10	Ashburton Westside U16 Soccer Team	1000	400

11	Methven Hockey Club	1000	700
12	Methven Netball Club	5040	850
13	Methven Rugby Football Club	750	600
14	Methven Soccer Club	500	400
15	Mid Canterbury Football Association Inc	5184	1000
16	Mount Hutt College Soccer	1680	500
17	Rakaia Pony Club <i>Ineligible – Criteria not met</i>	5300	Decline
18	Southern Netball Club <i>Funds must be used for competition games only and not practices.</i>	1000	700
19	Southern Rugby Club U17 Team	500	500
20	Southern Rugby Club U19 Team	250	250

The meeting concluded at 5.25 pm.

ASHBURTON DISTRICT COUNCIL REPORT

FILE NO: 1/1/13/1
DATE: 29 March 2007
REPORT TO: Finance & Corporate Services Committee
FROM: Administration Officer
SUBJECT: Youth Council

11. YOUTH COUNCIL MEETINGS

MINUTES of a meeting of the **ASHBURTON YOUTH COUNCIL** held on Monday, 12 February 2007, in the Council Chambers, Ashburton District Council, commencing at 7.00 pm.

PRESENT: J McKenzie (Chair), E Gerard, E Neil, T Obafemi and E Sole
Also in attendance, Cr Kilworth, Cr Beavan and two Administration Officers.

APOLOGIES: G Robertson & T Blair **Sustained**

Introductions

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

Minutes

“That the minutes of the Ashburton Youth Council held on Monday, 4 December 2006, be taken as read and confirmed.”

Sole / Gerard

Carried

Matters for Discussion

Community & Public Health, Smokefree Cars and Homes Campaign

Members noted the success of Friedlander Park playground being declared smoke-free. Members discussed whether other parks in Ashburton could be made smoke free also.

The Administration Officer agreed to contact Cheryl Galland from the Cancer Society for an update on the mural competition on the Hampstead School swimming pool wall.

Youth Guide

The Administration Officer advised no notification had been received from the Nelson Youth Council in regards to the draft guide and will contact regarding progress.

Youth Council Events

Members agreed to possible dates for the next Rock'n Vegas events, with 30 March put aside for Year 9 and 10 and 11 May for Years 11 to 13.

Members agreed to trial a new venue for Rock'n Vegas that is closer to town. The Administration Officer will contact the Tinwald Club, Ashburton Hockey Pavilion and Sinclair Centre to seek quotes re hireage of these venues. It was noted that Celtic Rugby Clubrooms is free of charge to the Youth Council for events.

The Administration Officer agreed to contact local DJ's for their prices to perform at Rock'n Vegas events. Cr Kilworth kindly offered to contact the DJ at Port FM to investigate using her services.

Youth Council Membership

Members acknowledged the contribution of departing Chairperson Jane McKenzie and Administration Officer Sharon Robinson and thanked them for their loyal service.

Following the departure of some current members it was discussed how to attract new members to the Youth Council. The Administration Officer agreed to contact Mount Hutt College in an effort to get further Methven representation on the Council.

Ashburton College has offered a stand at their upcoming Orientation day on February 20 to help promote the Youth Council. Members agreed to participate on this day to attract potential new members.

Youth Council members agreed it would be beneficial to aim for a variety of ages on the Youth Council. Youth Council members are to visit family form classes seeking members to be representatives for their year. The Administration Officer is to contact S Tyrell at Ashburton College to discuss also.

General Business

Cr Beavan wished to thank Ellen Sole for her excellent Youth in Local Government Conference report. Copy attached.

Information has been received from the New Zealand Youth Council regarding applicants for Media Liaison positions for Youth Week 21-27 May. Ellen Sole agreed to forward these to the Ashburton College Journalism class.

Cr Kilworth offered congratulations to Tobi Obafemi on becoming Head Boy at Ashburton College.

Next Meeting

The next meeting of the Ashburton Youth Council will be held on Monday 5 March 2007, in the Council Chambers commencing at 7.00 pm.

The meeting concluded at 8.05 pm.

MINUTES of a meeting of the **ASHBURTON YOUTH COUNCIL** held on Monday, 5 March 2007, in the Council Chambers, Ashburton District Council, commencing at 7.05 pm.

PRESENT: E Sole (Acting Chair), E Gerard, E Neil, T Obafemi, R Riley and G Robertson
Also in attendance, Cr Beavan and the Administration Officer.

Minutes

“That the minutes of the Ashburton Youth Council held on Monday, 12 February 2007, be taken as read and confirmed.”

Neil / Obafemi

Carried

Matters for Discussion

Youth Council Chair

After the resignation of the Youth Council Chairperson at February’s meeting, members discussed options for a new Youth Council Chairperson. It was decided that the position needs to be formalized, with one nominated person as the Chair, but other members having the right to chair each meeting to gain further meeting skills. Members are to vote next meeting for the formal Chairperson position.

Community & Public Health, Smokefree Cars and Homes Campaign

Members sought clarification on the status of Friedlander Park and whether it were the entire park or playground which has been declared smoke-free. Cr Beavan advised a decision in regards to this is expected by Council on March 15.

An invitation was extended by the Cancer Society for a Youth Council member to sit on the World Smokefree Day Committee. Ellen Sole volunteered to take part in these meetings.

Youth Guide

The Administration Officer advised the Youth Guide is in the final stages of proof reading and will be ready to distribute at the beginning of Youth Week- 21-27 May.

Youth Council Membership

It was reported that the Youth Council received many enquires in regards to membership at the recent Ashburton College Orientation Day. Members will invite serious candidates to the next Youth Council Meetings.

Libby & Ellen volunteered to speak at the Year 12 & 13 assembly at Mt Hutt College about Youth Council membership once a formal invitation has been received from the College.

It was decided not to formally write to the Ashburton College Executive in seeking further Youth Council members. It was noted that three members of the current Youth Council are on the College Executive and will be able to talk about the Youth Council at upcoming Student College Executive meetings.

Youth Council Events

Members decided the first Rock’n Vegas event for the year will be held for Years 9 and 10 at the Balmoral Hall. Georgia Robertson will confirm with the Administration Officer the dates of 30 or 31 March once she has spoken to Year 9 and 10 students in regards to suitability of these dates. The Administration Officer will contact ACADS to arrange a Youth Team to support the event.

Due to the short time frame before the next Rock’n Vegas, members suggested a further Youth Council Meeting on Monday 19 March at 7 pm to finalize event details.

Youth Week

Youth Week is to be held on 21-27 May with the theme “Re:Define – Challenging Youth Stereotypes”. Members discussed events they would like to participate in this year. It was decided after the success of last year to repeat the Ashburton Guardian Youth Profiles and early morning DJ’s on Fox FM. The Administration Officer will contact the Ashburton Guardian and Fox FM in regards to this.

Members will approach Ashburton College to request a mufti day to be held on Friday 25 May to highlight Youth Week. Pupils and teachers will be encouraged to dress up in a “Youth Stereotypes” theme and money collected on the day is to be donated to a youth charity.

The Administration Officer will check the availability of the East Street fountain Banner to advertise Youth week.

Next Meeting

The next meeting of the Ashburton Youth Council will be held on Monday 2 April 2007, in the Council Chambers commencing at 7.00 pm.

The meeting concluded at 8.16 pm.