

**NOTICE IS HEREBY GIVEN THAT A MEETING OF THE MATAURA COMMUNITY BOARD WILL BE HELD IN THE ELDERLY CITIZENS CENTRE, McQUEEN AVENUE, MATAURA, ON MONDAY 17 MARCH 2008, AT 5:30 pm**

**Steve Parry  
CHIEF EXECUTIVE**

**11 March 2008**

## **AGENDA**

1. CONFIRMATION OF MINUTES

Confirmation of the Minutes of the Statutory Meeting of the Maitaura Community Board, held on Monday 19 November 2007.

Confirmation of the Minutes of the Ordinary Meeting of the Maitaura Community Board, held on Monday 19 November 2007.

2. MATAURA COMMUNITY BOARD BY-ELECTION

(Page 1)

3. MATAURA SKIP BIN SERVICE

(Pages 2-3)

4. REPORT OF THE PARKS AND RECREATION MANAGER

(Pages 4-6)

5. REPORT OF THE ROADING MANAGER

(Pages 7-8)

6. CUSTOMER SERVICE REPORT

(Page 9)

7. DATE OF NEXT MEETING – Monday 19 May 2008, at 5.30 pm

MATAURA COMMUNITY BOARD AGENDA

MARCH 2008

1. MATAURA COMMUNITY BOARD BY-ELECTION

(Memo from Electoral Officer – 03.03.08)

At the close of nominations for the by-election on the Community Board, three had been received. The election will be held on Wednesday 2 April and voting documents have been delivered to those electors on the roll from Friday 7 March.

**RECOMMENDATION**

**THAT the information be received.**

## 2. MATAURA SKIP BIN SERVICE

(Memo from Asset Manager, Utilities – 05.03.08)

The Mataura landfill ceased operation in July 2005. Since that time, all refuse has been sent to the Gore transfer station and then transported to the Browns landfill. A skip bin service on a Sunday has since been offered to Mataura residents.

At the March 2006 meeting of the Board, the operation of the Mataura skip bin service was discussed. The purpose of the skip bin was to provide a service to the people of Mataura who had difficulty driving to Gore and who also had a small amount of rubbish to be disposed of. Large loads are required to be directed to the transfer station as it is expensive to double handle the waste.

The costs associated with the Mataura skip bin service are the manning fee of the service to the Mataura Bowling Club, the transportation of the full skip bins to the Gore transfer station, transport fees to Browns landfill, and the disposal fees at Browns. The Council's staff pick up scrap metal as well as tidy the site, and then transports it back to the Gore transfer station.

The costs to operate the Mataura skip bin service for one year are:

	<b>Annual</b>	<b>Jan/Feb</b>
Manning Fee	\$ 3,600	\$ 600
Transportation to Gore	\$ 4,200	\$ 1,380
Transportation to Browns/ Landfill fees	\$ 5,600	\$ 1,120
Essential Services to tidy site 6 hrs/month	\$ 2,000	\$ 330
<b>Total Costs</b>	<b>\$ 15,400</b>	<b>\$ 3,430</b>
Fees Collected	\$ 8,100	\$ 1,180
<b>Rates Input</b>	<b>\$7,300</b>	<b>\$2,250</b>

Approximately 60 tonnes of refuse is collected at the skip each year which means that the direct cost to dispose of the refuse equates to \$255 per tonne + GST. This compares to the Gore transfer station operation whose direct costs equates to \$110 per tonne + GST.

The Mataura service only recovers 50% of the direct costs to operate it. No administration costs are included. As is shown above, the rating cost to operate the Mataura skip bin service for the previous year was \$7,300, which is within the amount currently allocated by the Council in the budget to operate the service.

A small trend has recently occurred, with 12 tonnes of refuse having been received at Mataura for the first two months of the 2008 year. If this trend continues, the yearly total of refuse could increase by another 12 tonnes to 72 tonnes per year, which will cause the budget to be overspent.

This situation will be monitored and a further report will be forthcoming if this trend continues. The Board may to need consider what options there may be for controlling the budget if this situation does continue.

**RECOMMENDATION**

**THAT the information be received.**

### 3. REPORT FROM THE PARKS AND RECREATION MANAGER

In the past month staff have continued to be busy with annual bed and shrubbery maintenance. Even with the dry conditions weed growth has not been as affected as the growth of desirable species.

Watering in the street plots in the main streets has been reduced to comply with the water restrictions and the Council is conscious of the need to conserve water. The plots that were getting watered up to three times per week have been cut back to once a week for the past month. More recently the watering has been reassessed further with some plots where growth is starting to subside have been left to their own devices to survive for what is left of the growing season. The hanging baskets have had their watering halved to once per day with watering overnight occurring.

We are still experiencing numerous events of wilful damage, graffiti and or vandalism in Matura. There is also a high incidence of broken glass in public spaces occurring. The Lions Club's ongoing project of installing a covered BBQ at the Main Road Rest area/playground has suffered vandalism with a concrete wall being demolished.

With the dry conditions we have had the opportunity to reduce our mowing frequencies with staff undertaking other duties such as removing epicormal growths (suckers) from street trees, and catching up with mechanical plant maintenance issues.

Following a request from the Matura Community Board to explore the opportunity of installing a rubbish bin in the vicinity of Queens Park as this area frequently has volumes of litter laying around and overflowing the existing bin.

There are two options for the Board to consider:

1. Installing a new litter bin
2. Relocating a bin from elsewhere

In both options there will be a financial implication. The latter option would have minimal financial implications, those being the costs of relocating the bin, as the ongoing servicing costs are already rated for.

The first option would incur indicative costs in the vicinity of \$950 to purchase and install a bin, thereafter emptying is estimated at \$180 per annum and maintenance of \$50 per annum. This would bring the total cost to approximately \$1,180 for the first year and \$230 per annum thereafter. If the Board wished to promote the option of a new bin it would need to make a request through the Annual Plan process for a rate increase to cover the cost of the additional Level of Service.

There is a refurbishment of garden plots underway on the mounds in the rest area north of the pool. There will be some replanting occurring in the winter months.

There was a training event held by the pony club at Henderson Park recently at which time the pony club offered to paint out the graffiti which was on the toilet block. This help was greatly appreciated and the Council supplied the paint for the work.

**Mataura Pool** (update from Aquatic Services Manager Kim Peterson.)

For the month of February we have had school groups in over a two week period undertaking learn to swim and water safety programmes.

We are still getting a steady number of 8-15 Aquarobics clients on Tuesday and Thursdays who are quite keen to come to Gore on those days when the pool closes for the off season.

Alliance freezing works have some of its employees attending for rehabilitation purposes on a regular basis.

We had one private group booking for a fun session, with the inflatables up, with some returning the next day for a swim as well.

A pool safe assessment was carried out in February. The pool is assessed on water quality, lifeguards qualified with national lifeguard award, emergency action plans, standard operating procedures and evacuation plans. Lifeguards are assessed on the spot. I am happy to say we operate at a very high standard and it was pleasing to have the assessor comment "you would rank within the top ten pools" in a national context. The assessor was impressed with our emergency action and evacuation manual. I am very proud of our team.

Staff training was held on Tuesday 12 February, with a simulated gas leak involving the fire brigade. The staff involved completed a textbook approach and did a fantastic job.

The Kohanga Reo attended its first active play session on the 14 February. It also expressed interested in bringing in another group on Tuesdays with approximately 26 children.

### **Leaping Frogs Swim School - Mataura**

<b>Term One 2008</b>		<b>Term One 2007</b>	
Group lessons	51	Group lessons	48
Child privates	7	Child privates	8
<b>Total</b>	<b>58</b>	<b>Total</b>	<b>56</b>

**Visitor Numbers Maitara**

	<b>2007</b>	<b>2008</b>
January	725	717
February	784	1061
March	1080	
April	328	
Closed	Closed	Closed
September	283	
October	793	
November	1268	
December	1896	
<b>Total</b>	<b>7157</b>	<b>1778</b>

Ian Soper

**PARKS AND RECREATION MANAGER**

#### 4. REPORT FROM THE ROADING MANAGER

##### **1. Maintenance Programme**

In addition to the routine cyclic activities the following works are programmed to be carried out in Maitua during the next 3 months:

###### Footpath Replacement

- Burns Street – North Side

###### Footpath repairs

- Carlyle Street 19m<sup>2</sup>
- Culling Terrace. 8m<sup>2</sup>
- Oakland Street 31m<sup>2</sup>
- McConnell Street 4m<sup>2</sup>

###### Kerb repairs

- Culling Terrace. 19m

###### Pre-reseal pavement stabilising repairs

- Carlyle Street 30m<sup>2</sup>
- Culling Terrace. 20m<sup>2</sup>
- Oakland Street 567m<sup>2</sup>

###### Pre-reseal pavement depression repairs

- Carlyle Street 30m<sup>2</sup>
- Culling Terrace. 20m<sup>2</sup>
- Oakland Street 567m<sup>2</sup>

###### Pre-reseal edgebreak repairs

- Culling Terrace. 5m<sup>2</sup>

###### Service top adjustments

- Carlyle Street 1 No.
- Culling Terrace. 1 No.
- McConnell Street 1 No.

##### **2. Street Sweeping**

Despite reports to the contrary our contractor advises that the contract requirements of once a week vacuum sweeping in the specified central business district plus a manual check on other days has been and continues to be carried out. Random early morning inspections have been undertaken by Council roading staff. These have confirmed that in general the contract requirements have been met. Unfortunately construction of the new protruding kerb plots in Bridge Street made sections of kerb inaccessible for the vacuum sweeper. This has been addressed and manual cleaning of these areas is now done.

It should be noted that the contract requirement is to remove loose material from footpaths that will affect the safety of pedestrians. Channels are cleared of material that may cause ponding onto the adjacent road or footpath.

It appears that some observers may have a greater expectation than the contract requirements. This could be achieved but at an increased cost.

Murray Hasler  
**ROADING MANAGER**

## 5. CUSTOMER SERVICE REPORT

(Memo from Administration Manager – 11.03.08)

Following is a summary of customer service requests received for the period 13 November 2007 until 7 March 2008.

This format is as a result of the (previous) Board's decision late last year to have a simplified report detailing the types and numbers of requests received and to preserve the privacy of those residents reporting issues.

	<b>Number Received</b>	<b>Number Unresolved</b>	<b>Number Resolved</b>
Roading	27	21	6
Water	26	8	18
Drainage	5	1	4
Parks and Reserves	11	2	9
Dogs	15	8	7
Public Toilets	5	0	5

Please note that this report is for the information of the Board. If a member has any queries about any of the requests, they should direct them to the appropriate Manager in the first instance.

### **RECOMMENDATION**

**THAT the information be received.**