

6.2.0

*CORPORATE
SERVICES*

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

Overall Objectives

- (a) To provide a range of effective internal services supporting the core business of other Council business Units. These are outlined in more detail under the Internal Support Services Output.
- (b) To provide policy advice and administrative support to the Council's Clean Air and Energy Efficiency Programme and the Energy Advisory Service.

Key Changes

Committed Costs (Operating)

- Nil.

Items Committed by Council during the year (Operating)

- Clean Air Programme 437,950
The administration of grants to householders who replace open fires and coal burners with cleaner forms of heating and who have insulation installed by suppliers registered with the programme.

Increased Costs due to Increased Demand

Meeting Rooms

- Corporate Services has taken over responsibility for meeting rooms and the meeting room equipment.
- The usage of data-show machines, electronic whiteboards and audio-visual equipment (not only by the Council Staff but the public as well) has highlighted the need to have some rooms permanently set up with this equipment.
- Set up times would be substantially reduced.
- Meeting Room furniture is old and a programmed upgrade of furniture needs to be initiated.
- This is a new responsibility for Corporate Services Unit and it has not been the clear responsibility of anyone before this. No provision has been made for these items in the past.
- Depreciation on meeting room capital expenditure \$5000 p.a.

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

New Operating Initiatives

- Nil.

Fee Changes

- Nil.

Efficiency Gains

Advertising and Printing Savings

As a result of the Change Proposal

5,400

Right-fax project

A central fax in the Document Distribution Centre will receive faxes which will be forwarded to staff electronically as messages are received. This will reduce the number of fax machines and dedicated lines required. The initial annual savings are expected to be approximately \$15,900 (a reduction of 25 fax machines and dedicated phone lines). Further savings are still expected when the Right-Fax project is operating and demonstrating benefits.

Car Pool

A central car pool (excluding specialised vehicles) arising from the Change Proposal will ensure more efficient and effective usage of vehicles. Savings of \$210,000, identified in the Change Proposal, will be distributed to Units by way of reduced plant hire rates in 2002/03.

PC Installations

The installation of new PCs will be carried out by Corporate Services Unit and MIS Unit with expected annual savings of \$40,000.

Pipe-yard Relocation

Better utilisation of staffing and leased space will lead to lower overall costs of Stores Operations. Annual savings of \$14,400 are expected.

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
ACTIVITY:	BUSINESS UNIT SUMMARY

New Capital Initiatives

- \$5,000 to purchase cycles and scooters (Sustainable Christchurch initiative).

Capital Cost Increase > 2%

- Nil.

Capital Cost Increases > 2% Committed by Council during the year

- Nil.

Restructuring of Budgets

The management of the Civic Offices Car Pool (following the implementation of the Council Change Proposal) will be undertaken by Corporate Services. Fleet Management previously handled by Plant and Building Services will be taken over by Corporate Services . One staff member will transfer from Plant and Building Services to Corporate Services Unit.

PC Installation

Corporate Services and MIS Services have taken on the installation of new PCs previously carried out by Unisys on behalf of Dell.

Meeting Room Management

Corporate Services has taken on the responsibility for Meeting Room Management.

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	OUTPUT SUMMARY

OUTPUT EXPENDITURE		2000/2001 BUDGET	2001/2002 BUDGET
		\$	\$
INTERNAL SUPPORT SERVICES			
Internal Support Services	Page 6.2.2	6,986,785	6,636,034
Document Management	Page 6.2.5	698,547	850,055
Plant Hire Services	Page 6.2.6	2,894,423	2,376,387
ENERGY PROGRAMMES			
Clean Air and Energy Efficiency Programmes	Page 6.2.7	860,623	814,498
Energy Advisory Service	Page 6.2.8	55,460	46,411
TOTAL EXPENDITURE		11,495,839	10,723,385
OUTPUT REVENUE & RECOVERIES			
INTERNAL SUPPORT SERVICES			
Internal Support Services	Page 6.2.2	6,986,785	6,636,034
Document Management	Page 6.2.5	578,547	730,055
Plant Hire Services	Page 6.2.6	3,474,423	2,933,387
ENERGY PROGRAMMES			
Clean Air Project & Energy Efficiency	Page 6.2.7	0	0
Energy Advisory Service	Page 6.2.8	0	0
TOTAL REVENUE & RECOVERIES		11,039,756	10,299,476
TOTAL NET COST		456,083	423,908
COST OF CAPITAL EMPLOYED		316,459	302,308
PLANT PURCHASES (NET)	Page 6.2.9	1,396,448	1,060,714
MISCELLANEOUS FIXED ASSETS	Page 6.2.10	42,000	14,000

6.2.text.2.i

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT:

- **INTERNAL SUPPORT SERVICES**
- **DOCUMENT MANAGEMENT**
- **PLANT HIRE SERVICES**

For text refer page 6.2.text.2.ii and 6.2.text.2.iii.

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT:

- **INTERNAL SUPPORT SERVICES**
- **DOCUMENT MANAGEMENT**
- **PLANT HIRE SERVICES**

Description

This output includes a wide range of internal support services supporting the core business of other council business units. In some cases these services are also made available to other local authorities and CCHL subsidiary companies for which a fee is recovered.

Services include purchasing policy and systems support, contracts and purchasing support, management of inventory, storage of customer goods, disposal of non-property assets, provision of information and document strategies and services, copier, printer and imaging provision and management, management of security contracts, servicing of tea nooks, Committee and meeting room management, catering, transport services, building evacuation planning, energy management, energy strategy development, co-ordination of Civic Offices accommodation matters, white fleet and car pool.

Objective for 2001/02

1. Conduct surveys to monitor and provide feedback on the standards of services being provided to council units.
2. Report on the major contracts entered into by the Purchasing section during 2001/2002.
3. Implement initiatives and cost saving measures of the Council's Energy Management programme for 2001/2002.
4. To review policies for vehicle and mobile plant to ensure they are aligned with Sustainable Christchurch initiatives.

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT:

- **INTERNAL SUPPORT SERVICES**
- **DOCUMENT MANAGEMENT**
- **PLANT HIRE SERVICES**

Performance Indicators

1. Report annually on the outcomes of customer surveys and the development of user groups.
2. Report to the Annual Monitoring Meeting of Strategy and Resources Committee on the major contacts entered into during the year by the Purchasing section.
3. Report to the Annual Monitoring Meeting of Strategy and Resources Committee on the main energy management initiatives carried out during the year.
4. To review vehicle and plant purchase policies and to prepare an implementation plan in order to align them more closely with Sustainable Christchurch initiatives.

6.2.2

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : INTERNAL SUPPORT SERVICES	2000/2001 BUDGET	2001/2002 BUDGET
	\$	\$
COSTS		
- Corporate Support	24,214	5,438
- Tenants Representative	18,848	19,382
- Purchasing policy and Strategy	388,882	24,498
- Contracts and purchasing Support	323,257	295,147
- Purchasing Systems Support	0	554,860
- Stock Management	4,044,677	3,108,740
- Storage	40,840	47,833
- Disposals	44,784	64,581
- Pc Installation & Disposals	0	50,983
- Copying And Printing Services	1,548,574	1,133,990
- Cleaning Services	0	291,572
- Fundraising Coordination	0	9,983
- Car Pool Management	0	39,846
- Security	0	14,762
- Secretarial Services	165,800	277,371
- Tea Nook Services	108,661	107,966
- Meeting Room And Catering	147,260	433,180
- Building Evacuation Services	40,910	42,138
- Corporate Energy Management	42,048	45,480
- Energy Advice	48,031	68,284

TOTAL COSTS	6,986,785	6,636,034

6.2.3

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : INTERNAL SUPPORT SERVICES	2000/2001 BUDGET	2001/2002 BUDGET
	\$	\$
REVENUE		
- Corporate Support	0	0
- Tenants Representative	18,848	19,382
- Purchasing policy and Strategy	17,010	0
- Contracts and purchasing Support	128,412	155,240
- Purchasing Systems Support	0	1,500
- Stock Management	4,044,677	3,108,740
- Storage	40,840	47,833
- Disposals	2,113	2,090
- Pc Installation & Disposals	0	50,983
- Copying And Printing Services	1,548,574	1,133,990
- Cleaning Services	0	291,572
- Fundraising Coordination	0	0
- Car Pool Management	0	39,846
- Security	0	0
- Secretarial Services	165,800	277,371
- Tea Nook Services	108,661	107,966
- Meeting Room And Catering	147,260	428,180
- Building Evacuation Services	40,910	42,138
- Corporate Energy Management	42,048	45,480
- Energy Advice	48,031	68,284

TOTAL REVENUE	6,353,183	5,820,595

6.2.4

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : INTERNAL SUPPORT SERVICES	2000/2001 BUDGET	2001/2002 BUDGET
	\$	\$
CORPORATE OVERHEAD RECOVERY		
Corporate Support	24,214	5,438
Purchasing Policy & Strategy	371,872	24,498
Contracts & Purchasing Support	194,845	139,907
Purchasing Systems Support	0	553,360
Disposals	42,671	62,491
Fundraising Coordination	0	9,983
Security	0	14,762
Meeting Room And Catering - Data Show Projectors In Meeting Rooms	0	5,000
Building Evacuation Services	0	0
Corporate Energy Management	0	0
Energy Advice	0	0
	-----	-----
TOTAL CORPORATE OVERHEAD RECOVERY	633,602	815,439
	-----	-----
NET COST INTERNAL SUPPORT SERVICES	0	0
	=====	=====

6.2.text.5

RESPONSIBLE COMMITTEE:	STRATEGY AND RESOURCES
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : DOCUMENT MANAGEMENT

For text refer pages 6.2.text.2.ii and 6.2.text.2.iii.

6.2.5

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : DOCUMENT MANAGEMENT		2000/2001	2001/2002
		BUDGET	BUDGET
		\$	\$
DIRECT COSTS			
Operating Costs		162,200	252,200
TOTAL DIRECT COSTS		162,200	252,200
ALLOCATED COSTS			
Allocated O/Head - Rent		17,977	24,212
Management Suspense Holding A/C	(26.50)% 22.70%	437,555	538,447
Depreciation		80,815	35,196
TOTAL COST		698,547	850,055
REVENUE			
Internal Recoveries		84,002	325,800
Corporate Overhead Recoveries		494,545	404,255
TOTAL REVENUE		578,547	730,055
NET COST DOCUMENT MANAGEMENT		120,000	120,000

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT: DOCUMENT MANAGEMENT

Description Provision of support services to Council including document management, Civic Offices accommodation, purchasing and inventory.

Benefits Efficient provision of core services

Strategic Objectives F1-7 *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Nature and Distribution of General Benefits

Direct Benefits (Section 112F(c))

Direct benefits are services provided to client Units.

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

Direct Benefits

Direct benefits shall be funded by clients, including an allowance for return on cost of capital.

Control Negative Effects

Corporate Services

6.2.funding.5

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : DOCUMENT MANAGEMENT

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-	-	-
100.00% Direct Benefits	850,055	-	-	-	-	-	850,055 TableC
0.00% Negative Effects	-	-	-	-	-	-	-
<i>Total Costs</i>	850,055	-	-	-	-	-	850,055
<i>Modifications</i>							
Transfer User Costs to Rating	(120,000)	87,852	23,251	3,092	5,804		0 CapValAll
Non-Rateable	-	4,465	1,182	157	(5,804)		- CapValGen
<i>Total Modifications</i>	(120,000)	92,317	24,433	3,249	-	-	0
Total Costs and Modifications	730,055	92,317	24,433	3,249	-	-	850,055
Funded By							
85.88% User Charges	730,055						730,055
0.00% Grants and Subsidies		-	-	-	-		-
0.00% Net Corporate Revenues		-	-	-	-		-
14.12% Capital Value Rating	-	92,317	24,433	3,249	-	-	120,000
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	730,055	92,317	24,433	3,249	-	-	850,055

6.2.text.6

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : PLANT HIRE SERVICES

For text refer pages 6.2.text.2.ii and 6.2.text.2.iii.

6.2.6

MONITORING COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

		2000/2001 BUDGET	2001/2002 BUDGET
		\$	\$
OUTPUT : PLANT HIRE SERVICES			
DIRECT COSTS			
Operating Costs		1,499,000	1,420,759
TOTAL DIRECT COSTS		----- 1,499,000	----- 1,420,759
ALLOCATED COSTS			
Unit Overhead	(0.00)% 0.00%	0	113,809
Unit Overhead - Plant & Building Services		233,256	0
Rent		0	0
Debt Servicing		2,167	6,043
Depreciation		1,160,000	835,776
TOTAL ALLOCATED COSTS		----- 1,395,423	----- 955,628
TOTAL COSTS		----- 2,894,423	----- 2,376,387
REVENUE			
External Revenue		700	700
Internal Hire & Sundry Recoveries		3,473,723	2,932,687
		----- 3,474,423	----- 2,933,387
NET COST - PLANT HIRE SERVICES		----- (580,000)	----- (557,000)
Cost of Capital		===== 295,881	===== 283,937

6.2.funding.text.6

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT: PLANT HIRE SERVICES

Description Provision of mobile plant, generally the white car fleet, and fleet management for Council plant which is then 'hired' to the user Units.

Benefits Council owned plant is managed to best advantage to both minimise the capital cost whilst meeting the client needs particularly availability.

Strategic Objectives F1 to 7 *CCC Policy*

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

Nature and Distribution of General Benefits

Direct Benefits (Section 112F(c))

The user clients are the direct beneficiaries

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

Direct Benefits

Costs shall be recovered from user charges, including provision for a return on capital.

Control Negative Effects

6.2.funding.6

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	INTERNAL SUPPORT SERVICES

OUTPUT : PLANT HIRE SERVICES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-	-	-
100.00% Direct Benefits	2,376,387	-	-	-	-	-	2,376,387 TableC
0.00% Negative Effects	-	-	-	-	-	-	-
<i>Total Costs</i>	2,376,387	-	-	-	-	-	2,376,387
<i>Modifications</i>							
Transfer User Costs to Rating	557,000	(407,780)	(107,926)	(14,353)	(26,942)		(0) CapValAll
Non-Rateable	-	(20,727)	(5,486)	(730)	26,942		- CapValGen
<i>Total Modifications</i>	557,000	(428,507)	(113,411)	(15,082)	-	-	(0)
Total Costs and Modifications	2,933,387	(428,507)	(113,411)	(15,082)	-	-	2,376,387
Funded By							
123.44% User Charges	2,933,387						2,933,387
0.00% Grants and Subsidies		-	-	-	-		-
0.00% Net Corporate Revenues		-	-	-	-		-
-23.44% Capital Value Rating	-	(428,507)	(113,411)	(15,082)	-	-	(557,000)
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	2,933,387	(428,507)	(113,411)	(15,082)	-	-	2,376,387

RESPONSIBLE COMMITTEE:	STRATEGY AND RESOURCES
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUTS:

- **CLEAN AIR & ENERGY EFFICIENCY PROGRAMMES**
- **ENERGY ADVISORY SERVICE**

Description

- **Energy Advisory Service** - The provision of independent energy advice services to householders and the operating of an energy efficiency show home.
- **Clean Air and Energy Efficiency Incentive Programmes** - The administration of grants to householders who replace open fires and coal burners with approved cleaner forms of heating and who have insulation installed by suppliers registered with the programme.

Objectives for 2001/02

1. To reduce the winter smog problem in Christchurch by implementing the Clean Air and Energy Efficiency Programmes for both the general public and low income households.
2. To maintain an energy efficiency show home and provide energy advice services to the people of Christchurch.

Performance Indicators

1. Report regularly to the Strategy and Resources Committee on the programmes progress and uptake rates.
2. Report to Strategy and Resources Committee on the operation of the show home and energy advisory service.

6.2.7

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

			2000/2001 BUDGET \$	2001/2002 BUDGET \$
OUTPUT : CLEAN AIR AND ENERGY EFFICIENCY PROGRAMME				
DIRECT COSTS				
Energy Efficiency Grants			150,000	50,000
Clean Air Grants			641,828	697,950
Wind Energy			0	12,000
TOTAL DIRECT COSTS			791,828	759,950
ALLOCATED COSTS				
Management Suspense Holding A/C	(4.17)%	2.30%	68,795	54,548
TOTAL COST			860,623	814,498
EXTERNAL RECOVERIES				
EECA Revenue			0	0
NET COST CLEAN AIR AND ENERGY EFFICIENCY PROGRAMM			860,623	814,498

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT: CLEAN AIR AND ENERGY EFFICIENCY PROGRAMMES

Description The administration of grants to householders who replace open fires and coal burners with approved cleaner forms of heating and who have insulation installed by suppliers registered with the program.

Benefits Reduction in wintertime air pollution in Christchurch.

Strategic Objectives A3, C1 - C4 **CCC Policy** City Plan - Part 3 Energy - Public awareness, energy efficiency

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)

General Benefits (Section 112F(b))

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))

Control Negative Effects (Section 112F(d))

Modifications Pursuant to Section 12

Funding of Expenditure Needs Pursuant to Section 122E(1)(c)

General Benefits

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits

Control Negative Effects

Corporate Services

6.2.funding.7

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT : CLEAN AIR AND ENERGY EFFICIENCY PROGRAMMES

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	596,295	157,819	20,988	39,397		814,498 CapValAll
0.00% Direct Benefits	-	-	-	-	-		-
0.00% Negative Effects	-	-	-	-	-		-
<i>Total Costs</i>	-	596,295	157,819	20,988	39,397	-	814,498
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		-
Non-Rateable	-	30,308	8,022	1,067	(39,397)		- CapValGen
<i>Total Modifications</i>	-	30,308	8,022	1,067	(39,397)	-	-
Total Costs and Modifications	-	626,603	165,840	22,054	-	-	814,498

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		-
0.00% Net Corporate Revenues		-	-	-	-		-
100.00% Capital Value Rating	-	626,603	165,840	22,054	-	-	814,498
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	626,603	165,840	22,054	-	-	814,498

6.2.text.8

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT : ENERGY ADVISORY SERVICE

For text see page 6.2.text.7.

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

		2000/2001 BUDGET	2001/2002 BUDGET
		\$	\$
OUTPUT : ENERGY ADVISORY SERVICE			
DIRECT COSTS			
Staff Costs			
Employee FTE'S			
Administration Costs			
Energy Advice Service		10,000	0

TOTAL DIRECT COSTS		10,000	0
ALLOCATED COSTS			
Allocated O/Head - Rent		15,300	14,400
Management Suspense Holding A/C	(1.83)% 1.35%	30,160	32,011

TOTAL COST		55,460	46,411
EXTERNAL RECOVERIES			

NET COST ENERGY ADVISORY SERVICE		55,460	46,411
		=====	

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT: ENERGY ADVISORY SERVICE

Description The provision of independent energy advice services to householders and the operation of an energy efficient show home.

Benefits Reduction in wintertime air pollution in Christchurch.

Strategic Objectives A3, C1 - C4 *CCC Policy* City Plan - Part 3 Energy - Public awareness, energy efficiency

Allocation of Costs of Benefits Pursuant to Section 122E(1)(a)***General Benefits (Section 112F(b))***

The output benefits the whole community and therefore Capital Values are used as a proxy for the distribution of benefits.

Nature and Distribution of General Benefits

General benefits are considered to accrue in the same proportion as stakeholders' interests in the City.

Direct Benefits (Section 112F(c))***Control Negative Effects (Section 112F(d))******Modifications Pursuant to Section 12******Funding of Expenditure Needs Pursuant to Section 122E(1)(c)******General Benefits***

General benefits shall be funded by capital value rating on properties liable for general rates, as capital value best represents stakeholder interest in the City.

Direct Benefits***Control Negative Effects***

Corporate Services

6.2.funding.8

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	ENERGY PROGRAMMES

OUTPUT : ENERGY ADVISORY SERVICE

	<i>Customer</i>	<i>Residential</i>	<i>Commercial</i>	<i>Rural</i>	<i>Institutions</i>	<i>Grants</i>	<i>Total Method</i>
Costs and Modifications							
<i>Costs</i>							
100.00% General Benefits	-	33,977	8,993	1,196	2,245		46,411 CapValAll
0.00% Direct Benefits	-	-	-	-	-		-
0.00% Negative Effects	-	-	-	-	-		-
<i>Total Costs</i>	-	33,977	8,993	1,196	2,245	-	46,411
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		-
Non-Rateable	-	1,727	457	61	(2,245)		- CapValGen
<i>Total Modifications</i>	-	1,727	457	61	(2,245)	-	-
Total Costs and Modifications	-	35,704	9,450	1,257	-	-	46,411

Funded By

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		-
0.00% Net Corporate Revenues		-	-	-	-		-
100.00% Capital Value Rating	-	35,704	9,450	1,257	-	-	46,411
0.00% Uniform Annual Charge		-	-	-			-
Total Funded By	-	35,704	9,450	1,257	-	-	46,411

6.2.9

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
ACTIVITY:	CAPITAL OUTPUTS

	2000/2001 BUDGET	2001/2002 BUDGET
	\$	\$
PLANT FIXED ASSETS		
REPLACEMENT & RENEWALS		
Light Vehicles	1,232,540	952,366
Trucks & Trailers	153,750	37,000
Small Plant	38,530	33,090
Medium Plant	28,900	85,280
Heavy Plant	153,000	153,000
Specialist Plant	70,000	70,000
	-----	-----
	1,676,720	1,330,736
ASSET IMPROVEMENTS		
	-----	-----
	0	0
NEW ASSETS		
	-----	-----
	0	0
TOTAL COST - PLANT PURCHASES	-----	-----
	1,676,720	1,330,736
PLANT SALES	280,272	270,022
	-----	-----
NET COST PLANT FIXED ASSETS	-----	-----
	1,396,448	1,060,714
	=====	=====

6.2.10

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
ACTIVITY:	CAPITAL OUTPUTS

	2000/2001 BUDGET	2001/2002 BUDGET
	\$	\$
MISCELLANEOUS FIXED ASSETS		
REPLACEMENT & RENEWALS		
Office Equipment	15,000	14,000
Miscellaneous W/shop equipment - Tools	5,000	0
	-----	-----
	20,000	14,000
ASSET IMPROVEMENTS		
Bar Coding Equipment	20,000	0
Tea Nook Upgrades	0	0
	-----	-----
	20,000	0
NEW ASSETS		
Computer Equipment	2,000	0
	-----	-----
	2,000	0
	-----	-----
NET COST CAPITAL OUTPUTS	42,000	14,000
	=====	=====

6.2.11

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	CAPITAL OUTPUTS

	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006		
RENEWALS & REPLACEMENTS							
Light Vehicles	952,366	1,085,725	889,725	800,966	1,009,725		
Trucks & Trailers	37,000	116,000	33,000	139,000	41,000		
Small Plant	33,090	65,600	47,090	50,800	37,290		
Medium Plant	85,280	30,900	18,400	128,900	6,780		
Heavy Plant	153,000	35,000	68,000	120,000	68,000		
Specialist Plant	70,000	70,000	70,000	70,000	70,000		
	1,330,736	1,403,225	1,126,215	1,309,666	1,232,795		
Miscellaneous Workshop Equipment	0	0	0	0	0		
Office Furniture & Equipment	14,000	8,000	41,500	37,000	34,500		
TOTAL RENEWALS & REPLACEMENTS	\$1,344,736	\$1,411,225	\$1,167,715	\$1,346,666	\$1,267,295		
ASSET IMPROVEMENTS							
Equipment			2,000	2,000	5,500		
TOTAL ASSET IMPROVEMENTS	\$0	\$0	\$2,000	\$2,000	\$5,500		
NEW ASSETS							
TOTAL NEW ASSET	\$0	\$0	\$0	\$0	\$0		
TOTAL CAPITAL EXPENDITURE	\$1,344,736	\$1,411,225	\$1,169,715	\$1,348,666	\$1,272,795		
SALE OF ASSETS	(\$270,022)	(\$279,264)	(\$226,430)	(\$238,944)	(\$258,704)		
TOTAL CAPITAL EXPENDITURE	\$1,074,714	\$1,131,961	\$943,284	\$1,109,722	\$1,014,091		
Annual Plan 2000/2001		\$1,438,448	\$1,435,244	\$1,313,546	\$1,521,012	\$1,354,870	\$1,223,360

6.2.12

RESPONSIBLE COMMITTEE:	STRATEGY & RESOURCES COMMITTEE
BUSINESS UNIT:	CORPORATE SERVICES
OUTPUT CLASS:	CAPITAL OUTPUTS

	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
RENEWALS & REPLACEMENTS	34,500	34,500	34,500	34,500	34,500
Renewals & Replacements - Plant Hire	1,271,725	1,210,256	1,388,625	1,260,715	1,468,005
ASSET IMPROVEMENTS	5,500	5,500	5,500	5,500	5,500
	<u>\$1,311,725</u>	<u>\$1,250,256</u>	<u>\$1,428,625</u>	<u>\$1,300,715</u>	<u>\$1,508,005</u>
Sale of Plant	(\$260,206)	(\$229,048)	(\$291,480)	(\$252,864)	(\$271,774)
	<u>\$1,051,518</u>	<u>\$1,021,208</u>	<u>\$1,137,145</u>	<u>\$1,047,851</u>	<u>\$1,236,230</u>
Annual Plan 2000/2001	1,654,898	1,475,984	1,662,000	1,594,452	

RESPONSIBLE COMMITTEE:		STRATEGY & RESOURCES COMMITTEE				
BUSINESS UNIT:		CORPORATE SERVICES				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2000/2001 Present Charge	2000/2001 Revenue from Present Charge	2001/2002 Proposed Charge	2001/2002 Projected Revenue From Proposed Charge	2001/2002 Projected Revenue as a percentage of Total Cost	Notes
Storage Rental						
Storage Rental per m2	\$0.25	\$0	\$0.25	\$0	100%	
Stock Management Recoveries				\$721,000		
Document Management				\$4,000		
Tender Documents (excluding postage/courier costs)						
Up to 50 A4 Sides	\$10.00		\$10.00			
50 to 100 A4 Sides	\$20.00	\$4,600	\$20.00	\$4,600	100.0%	
Over 100 A4 Sides	\$30.00		\$30.00			
Other Documents for Sale of Goods	None		None			
Brokerage Fees & Rebates	Various	\$232,079	Various	\$241,564	46.5%	
EECA Grant		\$0		\$0		
Plant Hire Services						
Warranty/Repairs	Full Cost Recovery		Full Cost Recovery		100.0%	
Misc receipts	Full Cost	\$300	Full Cost	\$300		
Petrol Duty Refund	Recovery	\$400	Recovery	\$400		
Other Income	% of costs incurred	\$0	% of costs incurred			
TOTAL		\$237,379		\$971,864		