

6.2.0

*CORPORATE  
SERVICES*



RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
ACTIVITY:	<b>BUSINESS UNIT SUMMARY</b>

### **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 Energy Efficiency Show Home and the Energy Advisory Service.

### **Key Changes**

#### ***Committed Costs (Operating)***

- **Plant Hire Services**

A reduction in operating costs (\$160,000) and in the size of the fleet (39 vehicles) is being passed on to Units through reduced vehicle hire rates for 2002/03.

- **Document Management**

An increase of \$194,000 has been funded by substituting for other expenditure within Corporate Services. The increase is to allow the review of, and commencement of improvements to, existing paper based business processes throughout the Council so that more effective, efficient, responsive, timely and sustainable information flows can be put in place.



## 6.2.1

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

OUTPUT EXPENDITURE		2001/2002 BUDGET \$	2002/2003 BUDGET \$
<b>INTERNAL SUPPORT SERVICES</b>			
Internal Support Services	Page 6.2.2	6,636,034	6,890,274
Document Management	Page 6.2.5	850,055	1,046,781
Plant Hire Services	Page 6.2.6	2,376,387	2,216,673
<b>ENERGY PROGRAMMES</b>			
Clean Air and Energy Efficiency Programmes	Page 6.2.7	814,498	22,000
Energy Advisory Service	Page 6.2.8	46,411	55,505
<b>TOTAL EXPENDITURE</b>		10,723,385	10,231,233
<b>OUTPUT REVENUE &amp; RECOVERIES</b>			
<b>INTERNAL SUPPORT SERVICES</b>			
Internal Support Services	Page 6.2.2	6,636,034	6,890,274
Document Management	Page 6.2.5	730,055	921,781
Plant Hire Services	Page 6.2.6	2,933,387	2,429,349
<b>ENERGY PROGRAMMES</b>			
Clean Air Project & Energy Efficiency	Page 6.2.7	0	0
Energy Advisory Service	Page 6.2.8	0	0
<b>TOTAL REVENUE &amp; RECOVERIES</b>		10,299,476	10,241,405
<b>TOTAL NET COST</b>		423,908	(10,171)
<b>COST OF CAPITAL EMPLOYED</b>		302,308	227,189
<b>PLANT PURCHASES (NET)</b>	Page 6.2.9	1,060,714	1,148,864
<b>MISCELLANEOUS FIXED ASSETS</b>	Page 6.2.10	14,000	21,500

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>INTERNAL SUPPORT SERVICES</b>

## **OUTPUT : INTERNAL SUPPORT 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, building evacuation planning, energy management and co-ordination of Civic Offices accommodation matters.

### **Objectives for 2002/03**

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 2002/03.
3. Implement initiatives and cost saving measures of the Council's Energy Management programme for 2002/03.

### **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.

## 6.2.2

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

<b>OUTPUT : INTERNAL SUPPORT SERVICES</b>	<b>2001/2002 BUDGET</b>	<b>2002/2003 BUDGET</b>
	<b>\$</b>	<b>\$</b>
<b>COSTS</b>		
- Corporate Support	5,438	80,068
- Tenants Representative	19,382	13,346
- Purchasing policy and Strategy	24,498	47,206
- Contracts and purchasing Support	295,147	306,926
- Purchasing Systems Support	554,860	514,620
- Stock Management	3,108,740	2,908,624
- Storage	47,833	21,201
- Disposals	64,581	70,912
- Pc Installation & Disposals	50,983	81,760
- Copying And Printing Services	1,133,990	1,174,404
- Cleaning Services	291,572	309,820
- Fundraising Coordination	9,983	11,712
- Car Pool Management	39,846	353,251
- Security	14,762	39,645
- Secretarial Services	277,371	223,512
- Tea Nook Services	107,966	146,312
- Meeting Room And Catering	433,180	421,793
- Building Evacuation Services	42,138	46,781
- Corporate Energy Management	45,480	49,569
- Energy Advice	68,284	68,812
	-----	-----
<b>TOTAL COSTS</b>	<b>6,636,034</b>	<b>6,890,274</b>

## 6.2.3

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

<b>OUTPUT : INTERNAL SUPPORT SERVICES</b>	<b>2001/2002 BUDGET \$</b>	<b>2002/2003 BUDGET \$</b>
REVENUE		
- Corporate Support	0	0
- Tenants Representative	19,382	13,346
- Purchasing policy and Strategy	0	0
- Contracts and purchasing Support	155,240	142,800
- Purchasing Systems Support	1,500	0
- Stock Management	3,108,740	2,908,624
- Storage	47,833	21,201
- Disposals	2,090	1,000
- Pc Installation & Disposals	50,983	81,760
- Copying And Printing Services	1,133,990	1,174,404
- Cleaning Services	291,572	309,820
- Fundraising Coordination	0	0
- Car Pool Management	39,846	353,251
- Security	0	0
- Secretarial Services	277,371	223,512
- Tea Nook Services	107,966	146,312
- Meeting Room And Catering	428,180	415,543
- Building Evacuation Services	42,138	46,781
- Corporate Energy Management	45,480	49,569
- Energy Advice	68,284	68,812
	-----	-----
<b>TOTAL REVENUE</b>	<b>5,820,595</b>	<b>5,956,736</b>



## 6.2.4

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

<b>OUTPUT : INTERNAL SUPPORT SERVICES</b>	<b>2001/2002 BUDGET \$</b>	<b>2002/2003 BUDGET \$</b>
CORPORATE OVERHEAD RECOVERY		
Corporate Support	5,438	80,068
Purchasing Policy & Strategy	24,498	47,206
Contracts & Purchasing Support	139,907	164,126
Purchasing Systems Support	553,360	514,620
Disposals	62,491	69,912
Fundraising Coordination	9,983	11,712
Security	14,762	39,645
Meeting Room And Catering - Data Show Projectors In Meeting Rooms	5,000	6,250
Building Evacuation Services	0	0
Corporate Energy Management	0	0
Energy Advice	0	0
	-----	-----
<b>TOTAL CORPORATE OVERHEAD RECOVERY</b>	<b>815,439</b>	<b>933,538</b>
	-----	-----
<b>NET COST INTERNAL SUPPORT SERVICES</b>	<b>0</b>	<b>0</b>
	=====	=====

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>INTERNAL SUPPORT SERVICES</b>

## **OUTPUT : DOCUMENT MANAGEMENT**

### **Description**

The management of the Council's paper and electronic documents through the use of new technology and business processes.

### **Objectives for 2002/03**

1. Meet the annual targets set out in the 'Managing Documents Better' Report.

### **Performance Indicators**

- 1.1 Review the annual targets outlined in the 'Managing Documents Better' guiding document.
- 1.2 Report on the major initiatives resulting from the annual review of the 'Managing Documents Better' "guiding" document.

## 6.2.5

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

OUTPUT : DOCUMENT MANAGEMENT			2001/2002 BUDGET \$	2002/2003 BUDGET \$
DIRECT COSTS				
Operating Costs			252,200	596,114
TOTAL DIRECT COSTS			252,200	596,114
ALLOCATED COSTS				
Allocated O/Head - Rent			24,212	26,723
Management Suspense Holding A/C	(22.70)%	22.94%	538,447	423,944
Depreciation			35,196	0
TOTAL COST			850,055	1,046,781
REVENUE				
Internal Recoveries			325,800	752,150
Corporate Overhead Recoveries			404,255	169,631
TOTAL REVENUE			730,055	921,781
NET COST DOCUMENT MANAGEMENT			120,000	125,000

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>INTERNAL SUPPORT SERVICES</b>

**OUTPUT: DOCUMENT MANAGEMENT**

**Description** The management of Council's paper and electronic documents through the use of new technology and business processes.

**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

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>INTERNAL SUPPORT SERVICES</b>

**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>
<b>Costs and Modifications</b>							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-		- 0
100.00% Direct Benefits	1,046,781	-	-	-	-		1,046,781 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	1,046,781	-	-	-	-	-	1,046,781
<i>Modifications</i>							
Transfer User Costs to Rating	(125,000)	90,816	24,764	3,331	6,088		0 CapValAll
Non-Rateable	-	4,650	1,268	171	(6,088)		- CapValGen
<i>Total Modifications</i>	(125,000)	95,466	26,032	3,502	-	-	0
<b>Total Costs and Modifications</b>	<b>921,781</b>	<b>95,466</b>	<b>26,032</b>	<b>3,502</b>	<b>-</b>	<b>-</b>	<b>1,046,781</b>

**Funded By**

88.06% User Charges	921,781						921,781
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
11.94% Capital Value Rating	-	95,466	26,032	3,502	-	-	125,000
0.00% Uniform Annual Charge		-	-	-			-
<b>Total Funded By</b>	<b>921,781</b>	<b>95,466</b>	<b>26,032</b>	<b>3,502</b>	<b>-</b>	<b>-</b>	<b>1,046,781</b>

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
ACTIVITY:	<b>INTERNAL SUPPORT SERVICES</b>

## **OUTPUT : PLANT HIRE SERVICES**

### **Description**

The provision of a vehicle fleet and some plant items together with operating a Civic Offices car pool.

### **Objectives for 2002/03**

1. Operating the vehicle fleet in a sustainable and efficient manner.

### **Performance Indicators**

1. Review the Sustainable Vehicle Report and update Elected Members on the viability of sustainable and pollution free vehicles.

## 6.2.6

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

OUTPUT : PLANT HIRE SERVICES			2001/2002 BUDGET \$	2002/2003 BUDGET \$
DIRECT COSTS				
Operating Costs			1,420,759	1,266,673
TOTAL DIRECT COSTS			1,420,759	1,266,673
ALLOCATED COSTS				
Unit Overhead	(0.00)%	0.00%	113,809	0
Debt Servicing			6,043	0
Depreciation			835,776	950,000
TOTAL ALLOCATED COSTS			955,628	950,000
TOTAL COSTS			2,376,387	2,216,673
REVENUE				
External Revenue			700	0
Internal Hire & Sundry Recoveries			2,932,687	2,429,349
			2,933,387	2,429,349
NET COST - PLANT HIRE SERVICES			(557,000)	(212,676)
Cost of Capital			283,937	223,034

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>INTERNAL SUPPORT SERVICES</b>

**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:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>INTERNAL SUPPORT SERVICES</b>

**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>
<b>Costs and Modifications</b>							
<i>Costs</i>							
0.00% General Benefits	-	-	-	-	-		- 0
100.00% Direct Benefits	2,216,673	-	-	-	-		2,216,673 TableC
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	2,216,673	-	-	-	-	-	2,216,673
<i>Modifications</i>							
Transfer User Costs to Rating	212,676	(154,516)	(42,134)	(5,668)	(10,358)		(0) CapValAll
Non-Rateable	-	(7,911)	(2,157)	(290)	10,358		- CapValGen
<i>Total Modifications</i>	212,676	(162,427)	(44,292)	(5,958)	-	-	(0)
<b>Total Costs and Modifications</b>	<b>2,429,349</b>	<b>(162,427)</b>	<b>(44,292)</b>	<b>(5,958)</b>	<b>-</b>	<b>-</b>	<b>2,216,673</b>

**Funded By**

109.59% User Charges	2,429,349						2,429,349
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
-9.59% Capital Value Rating	-	(162,427)	(44,292)	(5,958)	-	-	(212,676)
0.00% Uniform Annual Charge		-	-	-			-
<b>Total Funded By</b>	<b>2,429,349</b>	<b>(162,427)</b>	<b>(44,292)</b>	<b>(5,958)</b>	<b>-</b>	<b>-</b>	<b>2,216,673</b>

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>ENERGY PROGRAMMES</b>

**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.

**Objectives for 2002/03**

1. To contribute to the reduction of the winter smog problem in Christchurch by maintaining an energy efficiency show home and providing energy advice services to the people of Christchurch.

**Performance Indicators**

1. Report to Strategy and Resources Committee on the operation of the show home and energy advisory service.

## 6.2.7

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

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
<b>OUTPUT : CLEAN AIR AND ENERGY EFFICIENCY PROGRAMME</b>		
DIRECT COSTS		
Energy Efficiency Grants	50,000	0
Clean Air Grants	697,950	0
Wind Energy	12,000	22,000
	-----	-----
TOTAL DIRECT COSTS	759,950	22,000
ALLOCATED COSTS		
Management Suspense Holding A/C (2.30)% 0.00%	54,548	0
Alloc O/Head - Output Corporate Overheads Cost Centre	0	0
	-----	-----
TOTAL COST	814,498	22,000
EXTERNAL RECOVERIES		
EECA Revenue	0	0
	-----	-----
NET COST CLEAN AIR AND ENERGY EFFICIENCY PROGRAMM	814,498	22,000
	=====	=====

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>ENERGY PROGRAMMES</b>

**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

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>ENERGY PROGRAMMES</b>

**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>
<b>Costs and Modifications</b>							
<i>Costs</i>							
100.00% General Benefits	-	15,984	4,359	586	1,071		22,000 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<i>Total Costs</i>	-	15,984	4,359	586	1,071	-	22,000
<i>Modifications</i>							
Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	818	223	30	(1,071)		- CapValGen
<i>Total Modifications</i>	-	818	223	30	(1,071)	-	-
<b>Total Costs and Modifications</b>	-	16,802	4,582	616	-	-	22,000

**Funded By**

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	16,802	4,582	616	-	-	22,000
0.00% Uniform Annual Charge		-	-	-			-
<b>Total Funded By</b>	-	16,802	4,582	616	-	-	22,000

6.2.text.8

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>ENERGY PROGRAMMES</b>

**OUTPUT : ENERGY ADVISORY SERVICE**

For text see page 6.2.text.7.

## 6.2.8

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

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
<b>OUTPUT : ENERGY ADVISORY SERVICE</b>		
DIRECT COSTS		
Staff Costs		
Employee FTE'S		
Administration Costs		
Energy Advice Service	0	0
	-----	-----
TOTAL DIRECT COSTS	0	0
ALLOCATED COSTS		
Allocated O/Head - Rent	14,400	15,392
Management Suspense Holding A/C (1.35)% 2.11%	32,011	38,908
Alloc O/Head - Output Corporate Overheads Cost Centre	0	1,205
	-----	-----
TOTAL COST	46,411	55,505
EXTERNAL RECOVERIES		
	-----	-----
NET COST ENERGY ADVISORY SERVICE	46,411	55,505
	=====	=====

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>ENERGY PROGRAMMES</b>

**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



RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>ENERGY PROGRAMMES</b>

**OUTPUT : ENERGY ADVISORY SERVICE**

*Customer Residential Commercial Rural Institutions Grants Total Method*

**Costs and Modifications***Costs*

100.00% General Benefits	-	40,326	10,996	1,479	2,703		55,505 CapValAll
0.00% Direct Benefits	-	-	-	-	-		- 0
0.00% Negative Effects	-	-	-	-	-		- 0
<b>Total Costs</b>	-	40,326	10,996	1,479	2,703	-	55,505

*Modifications*

Transfer User Costs to Rating	-	-	-	-	-		- 0
Non-Rateable	-	2,065	563	76	(2,703)		- CapValGen
<b>Total Modifications</b>	-	2,065	563	76	(2,703)	-	-

<b>Total Costs and Modifications</b>	-	42,390	11,559	1,555	-	-	55,505
--------------------------------------	---	--------	--------	-------	---	---	--------

**Funded By**

0.00% User Charges	-						-
0.00% Grants and Subsidies		-	-	-	-		- 0
0.00% Net Corporate Revenues		-	-	-	-		- 0
100.00% Capital Value Rating	-	42,390	11,559	1,555	-	-	55,505
0.00% Uniform Annual Charge		-	-	-			-

<b>Total Funded By</b>	-	42,390	11,559	1,555	-	-	55,505
------------------------	---	--------	--------	-------	---	---	--------



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

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
<b>PLANT FIXED ASSETS</b>		
<b>REPLACEMENT &amp; RENEWALS</b>		
Light Vehicles	952,366	1,110,628
Trucks & Trailers	37,000	116,000
Small Plant	33,090	65,600
Medium Plant	85,280	30,900
Heavy Plant	153,000	35,000
Specialist Plant	70,000	70,000
	-----	-----
	1,330,736	1,428,128
<b>ASSET IMPROVEMENTS</b>		
	-----	-----
	0	0
<b>NEW ASSETS</b>		
	-----	-----
	0	0
<b>TOTAL COST - PLANT PURCHASES</b>	-----	-----
	1,330,736	1,428,128
<b>PLANT SALES</b>		
	-----	-----
	270,022	279,264
<b>NET COST PLANT FIXED ASSETS</b>	-----	-----
	1,060,714	1,148,864
	=====	=====

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

	2001/2002 BUDGET \$	2002/2003 BUDGET \$
<b>MISCELLANEOUS FIXED ASSETS</b>		
<b>REPLACEMENT &amp; RENEWALS</b>		
Office Equipment	14,000	19,500
Miscellaneous W/shop equipment - Tools	0	0
	-----	-----
	14,000	19,500
<b>ASSET IMPROVEMENTS</b>		
Bar Coding Equipment	0	0
Tea Nook Upgrades	0	0
	-----	-----
	0	0
<b>NEW ASSETS</b>		
Microphone System (Committee Room 2)	0	2,000
Computer Equipment	0	0
	-----	-----
	0	2,000
	-----	-----
<b>NET COST CAPITAL OUTPUTS</b>	14,000	21,500
	=====	=====

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>CAPITAL OUTPUTS</b>

	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007
<b>RENEWALS &amp; REPLACEMENTS</b>					
Light Vehicles	1,110,628	910,477	825,380	1,032,035	953,958
Trucks & Trailers	116,000	33,000	139,000	41,000	37,000
Small Plant	65,600	47,090	50,800	37,290	46,000
Medium Plant	30,900	18,400	128,900	6,780	41,400
Heavy Plant	35,000	68,000	120,000	68,000	155,000
Specialist Plant	70,000	70,000	70,000	70,000	65,000
	1,428,128	1,146,967	1,334,080	1,255,105	1,298,358
Miscellaneous Workshop Equipment	0	0	0	0	
Office Furniture & Equipment	19,500	30,000	34,500	34,500	34,500
<b>TOTAL RENEWALS &amp; REPLACEMENTS</b>	<b>\$1,447,628</b>	<b>\$1,176,967</b>	<b>\$1,368,580</b>	<b>\$1,289,605</b>	<b>\$1,332,858</b>
<b>ASSET IMPROVEMENTS</b>					
Equipment		0	0	0	0
<b>TOTAL ASSET IMPROVEMENTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>NEW ASSETS</b>					
Microphone System (Committee Room 2)	\$2,000				
<b>TOTAL NEW ASSET</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$1,449,628</b>	<b>\$1,176,967</b>	<b>\$1,368,580</b>	<b>\$1,289,605</b>	<b>\$1,332,858</b>
<b>SALE OF ASSETS</b>	<b>(\$279,264)</b>	<b>(\$226,430)</b>	<b>(\$238,944)</b>	<b>(\$258,704)</b>	<b>(\$260,206)</b>
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$1,170,364</b>	<b>\$950,536</b>	<b>\$1,129,636</b>	<b>\$1,030,901</b>	<b>\$1,072,652</b>
<b>Annual Plan 2001/2002</b>	<b>\$1,074,714</b>	<b>\$1,131,961</b>	<b>\$943,284</b>	<b>\$1,109,722</b>	<b>\$1,014,091</b>
					<b>\$1,051,518</b>

6.2.12

RESPONSIBLE COMMITTEE:	<b>STRATEGY &amp; FINANCE COMMITTEE</b>
BUSINESS UNIT:	<b>CORPORATE SERVICES</b>
OUTPUT CLASS:	<b>CAPITAL OUTPUTS</b>

	<b>YEAR 6</b>	<b>YEAR 7</b>	<b>YEAR 8</b>	<b>YEAR 9</b>	<b>YEAR 10</b>
<b>RENEWALS &amp; REPLACEMENTS</b>	34,500	34,500	34,500	34,500	34,500
<b>Renewals &amp; Replacements - Plant Hire</b>	1,232,723	1,413,642	1,283,768	1,495,202	1,326,413
<b>ASSET IMPROVEMENTS</b>	0	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$1,267,223	\$1,448,142	\$1,318,268	\$1,529,702	\$1,360,913
<b>Sale of Plant</b>	(\$229,048)	(\$291,480)	(\$252,864)	(\$271,774)	(\$257,875)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$1,038,175	\$1,156,662	\$1,065,404	\$1,257,927	\$1,103,038
<b>Annual Plan 2001/2002</b>	1,021,208	1,137,145	1,047,851	1,236,230	

RESPONSIBLE COMMITTEE:		STRATEGY & FINANCE COMMITTEE				
BUSINESS UNIT:		CORPORATE SERVICES				
ACTIVITY:		FEES SCHEDULE				
Fees Description	2001/2002 Present Charge	2001/2002 Revenue from Present Charge	2002/2003 Proposed Charge	2002/2003 Projected Revenue From Proposed Charge	2002/2003 Projected Revenue as a percentage of Total Cost	Notes
<b>Storage Rental</b>						
Storage Rental per m2	\$0.25	\$0	\$0.25	\$1,000		
<b>Stock Management Recoveries</b>		\$721,000		\$575,000		
<b>Document Management</b>		\$4,000		\$4,000		
<b>Tender Documents</b> (excluding postage/courier costs)						
Up to 50 A4 Sides	\$10.00		\$10.00			
50 to 100 A4 Sides	\$20.00	\$4,600	\$20.00	\$4,500		
Over 100 A4 Sides	\$30.00		\$30.00			
Other Documents for Sale of Goods	None		None			
<b>Brokerage Fees &amp; Rebates</b>	Various	\$241,564		\$258,480		
<b>EECA Grant</b>		\$0		\$0		
<b>Plant Hire Services</b>						
Warranty/Repairs	Full Cost Recovery					
Misc receipts	Full Cost	\$300				
Petrol Duty Refund	Recovery	\$400				
<b>Other Income</b>	% of costs incurred	\$0				
<b>TOTAL</b>		\$971,864		\$842,980		

